

**CITY OF BRIDGEPORT
BUDGET AND APPROPRIATION COMMITTEE
REGULAR MEETING
JANUARY 14, 2013**

ATTENDANCE: Angel dePara, Co-chair; AmyMarie Vizzo-Paniccia;
Susan Brannelly, Council President Thomas McCarthy,
Lydia Martinez

OTHERS: Mark Anastasi, City Attorney; Anne Kelly-Lenz, Finance
Director; Ted Graybarz, WPCA Chair; Bill Robinson, WPCA
Director; Michael Andreana, Pullman and Comely; Thomas Sherwood,
OPM Director

CALL TO ORDER.

Council Member dePara called the meeting to order at 6:08 p.m. A quorum was present.

APPROVAL OF COMMITTEE MINUTES:

November 13, 2012 (Regular Meeting)

**** COUNCIL MEMBER BRANNELLY MOVED THE MINUTES OF NOVEMBER 13, 2012.**

**** COUNCIL MEMBER VIZZO-PANICCIA SECONDED.**

**** THE MOTION TO APPROVE THE MINUTES OF NOVEMBER 13, 2012 AS SUBMITTED PASSED UNANIMOUSLY.**

164-11 Proposed Amendment to the Funding Agreement with the Bridgeport Port Authority.

Atty. Anastasi said that he was still working with OPED, the Port Authority and Bond Counsel to confirm the details. He then requested the item be tabled.

**** COUNCIL PRESIDENT MCCARTHY MOVED TO TABLE AGENDA ITEM 164-11 PROPOSED AMENDMENT TO THE FUNDING AGREEMENT WITH THE BRIDGEPORT PORT AUTHORITY.**

**** COUNCIL MEMBER MARTINEZ SECONDED.**

**** THE MOTION TO TABLE AGENDA ITEM 164-11 PROPOSED AMENDMENT TO THE FUNDING AGREEMENT WITH THE BRIDGEPORT PORT AUTHORITY PASSED UNANIMOUSLY.**

01-12 Proposed Resolution Affirming and Approving Financing in the amount of \$46,800,000 for the Design, Rehabilitation, Upgrading and Construction of Various Improvements to the Combined Sewer Overflow Facilities.

Mr. Graybarz, the WPCA Chair, came forward and said that right now the sewer separation project was approximately at 50% and that the goal of this request was to introduce more green infrastructure such as permeable pavement. The request is to allow the WPCA to continue to separate the sewers and introduce the additional tool to decrease the amount of storm water in the system and become more aligned with the State's guidelines. This would reduce the amount of clean storm water going into the sewer treatment plan. He reminded everyone that 50% of the funding would be coming from Federal grants and the balance would only have 2% interest on the loan.

Council Member dePara asked why the funding was so similar to a request just over a year earlier. Mr. Robinson said that the WPCA was actually adding the green infrastructure to the original amount of \$44,000,000 that was requested last time. This is an addition of 2.8 million to the request. Council President McCarthy said that it would be helpful to have an Executive Summary available to outline the details.

Discussion followed about the details of the Clean Water Project Funding.

Council Member Brannelly asked what kind of impact this would have on the rates for the residents. Mr. Graybarz said that it would not really have an impact. Mr. Sherwood explained how this would be handled in terms of debt retirements.

Council Member Vizzo-Paniccia asked whether or not the rates would be raised this year. Mr. Graybarz said that the current operator, KGI, had come to the end of their contract and a new operator would be coming on. It is expected that there will be a rate increase at some point.

Council Member Vizzo-Paniccia asked about the number of new food vendors who are putting grease into the City's sewers and washing their vehicles. She asked if the Health Department would be responsible for this. Mr. Robinson said that normally, the WPCA assists the Health Department whenever possible. Council Member Vizzo-Paniccia said that she was concerned about the food vendors' trucks being washed on the City streets and the grease going into the sewer system. Discussion followed.

Council President McCarthy asked if the overall debt was evenly spread over all the residents in Bridgeport. Mr. Robinson said that it was standard rate for everyone. However, Trumbull has a slight discount because the City of Bridgeport does not bill individual Trumbull residents, but send one bill to the Town of Trumbull. He added that Bridgeport residents receive services that Trumbull residents do not.

Council President McCarthy asked about the potential rate increase. He informed Mr. Robinson that the Council Members would analyze any rate increase very carefully. Mr. Graybarz said

that an analysis of costs was currently underway. Mr. Graybarz said that the large paved areas, such as parking lots need to be looked at carefully since that would generate large amounts of clean water going into the system that the land owners pay for.

Council Member Martinez asked how the rate increases are determined. Mr. Robinson reviewed the WPCA budget process and how the rate is calculated. He said that a notice is published in the newspaper when the budget is released. Council Member Martinez wished to know how many community residents were on the Board. Mr. Robinson listed the names of those on the Board. A public hearing is scheduled, usually in May. Council Member Martinez said that she would appreciate being notified when the budget information is released. Council Member dePara said that it would be good to keep the Council Members in the loop.

Council Member Martinez asked about the contract operator. Mr. Robinson said that the current operator does not wish to continue operating the facility. The Board sent out a RFP and several operators responded. These responses have been reviewed by the Purchasing Department. Mr. Graybarz repeated that the cost of service study was underway and when that information was available, the Council Members would be notified.

Council Member Vizzo-Paniccia said that it would be important to have a partnership between the two groups. Communication is important. She then asked about whether there were any customers in Stratford and Fairfield. Mr. Robinson said that he believed that the Fairfield customers were all residential. He said that he was not sure about Stratford customers. The City bills the Fairfield customers directly.

Council Member Vizzo-Paniccia then asked about the Waller Road pump station and the newly constructed Cancer Center. Mr. Robinson reviewed the details. He said that the station was an old station and was being upgraded. There are two remaining stations, Lakeside Drive and Waller Road that are being upgraded. Council Member Vizzo-Paniccia had a number of questions about the medical discharges from the Cancer facility. She wished to know who way supervising the Center's medical waste discharges. Mr. Robinson said that the Center had a DEP permit and a number of State procedures they must follow.

**** COUNCIL MEMBER BRANNELLY MOVED TO APPROVE AGENDA ITEM 01-12 PROPOSED RESOLUTION AFFIRMING AND APPROVING FINANCING IN THE AMOUNT OF \$46,800,000 FOR THE DESIGN, REHABILITATION, UPGRADING AND CONSTRUCTION OF VARIOUS IMPROVEMENTS TO THE COMBINED SEWER OVERFLOW FACILITIES.**

**** COUNCIL MEMBER MARTINEZ SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

Council Member dePara requested that this be placed on consent calendar.

**17-12 Proposed Budget Modification to the FY 2012-2013 General Fund Budget:
Increase Appropriation for the Board of Education and for the Position of Deputy CAO for
Education/Youth (\$3,649,575)**

Mr. Sherwood came forward and said that he was present to represent the transfer of funds to the BOE. Mr. Sherwood then reviewed the details and said that there was a period when the City had to hold some funds in a dedicated fund account. These funds are now being dispersed and copies of the State documents were in the packet.

Council Member dePara said that there could have been more information on the account codes.

Council Member dePara asked about the document that was dated August 12, 2012 and said he would appreciate being notified of the decision. Mr. Sherwood said that the funding had only been approved last month. It has now been confirmed that the City will be receiving all the State aid.

Council Member Vizzo-Paniccia asked for clarification on the CES funding and why this had taken so long. Mr. Sherwood said that the City must wait for confirmation from the State.

Council Member Vizzo-Paniccia asked about the new position. Mr. Sherwood said that the position had been approved previously. Council Member Vizzo-Paniccia asked why no one from the BOE was present. Mr. Sherwood said that he had always come to speak to the Committee because he was the one proposing the transfer of the funds. The notification to the BOE was done out of courtesy. Council Member Vizzo-Paniccia asked where the breakout for the new position was indicated. Mr. Sherwood indicated where that information was in the packet.

Council Member Martinez asked several detailed questions about the new position. Mr. Sherwood reviewed the information with her.

Council Member Vizzo-Paniccia had several questions about the duplication of programs for Bridgeport youth. Mr. Sherwood said that he would suggest that Mr. Thompson, the BOE Youth CAO, come and meet with the Council. Council Member Vizzo-Paniccia asked who doing the clerical work. Mr. Sherwood said that the Mr. Thompson was responsible for his own texts, emails and other clerical tasks. Council Member Vizzo-Paniccia asked for a job description. Mr. Sherwood gave her a brief overview of the position. Council Member Vizzo-Paniccia said that she wanted handouts of all his responsibilities so it can be evaluated during the budget cycle. She said that she had concerns about accountability. Mr. Sherwood reminded everyone that he was requesting the transfer the funds. He said that he would bring a message regarding the Committee's concerns back to the BOE.

Council Member Martinez asked for an overview of the structure of the position. Mr. Sherwood explained how the liaison position had been set up. Ms. Kelly-Lenz said that the liaison had proved tremendously when she needed information for the CAFR report. Council Member dePara said that the Council Members did not know that this was happening.

Council Member Vizzo-Paniccia pointed out that Mr. Thompson was a City employee with the CAO for the Youth. She asked for confirmation of this. Mr. Sherwood confirmed that Mr. Thompson was in fact a City employee. Council Member dePara said that this was another example of the lack of communication.

**** COUNCIL PRESIDENT MCCARTHY MOVED TO APPROVE AGENDA ITEM 17-12 PROPOSED BUDGET MODIFICATION TO THE FY 2012-2013 GENERAL FUND BUDGET: INCREASE APPROPRIATION FOR THE BOARD OF EDUCATION AND FOR THE POSITION OF DEPUTY CAO FOR EDUCATION/YOUTH (\$3,649,575)**

**** COUNCIL MEMBER BRANNELLY SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

GENERAL DISCUSSION REGARDING THE REVIEW OF THE MONTHLY FINANCIAL REPORT

Ms. Kelly-Lenz, the Finance Director, came forward and greeted the Committee member. Council Member dePara said that he understood that the CAFR was being completed, but that the last monthly report was September. Ms. Kelly-Lenz said that she had filed October report recently and that November was scheduled for the end of this month. She added that the City audit was filed on time this year. The next priority was the CAFR, which has been completed on December 31st. and then the monthly scheduled. She said that she wanted to change the audit filing schedule to an earlier date. Since she had not been in the position a full year yet, the procedural changes are still underway.

Mr. Sherwood pointed out that there had been major changes in the Finances about the booking process so that the figures are more accurate. Just having entries done on a timely basis helps with the cash flows. Council Member dePara asked when the next monthly report would be released. Ms. Kelly-Lenz said that she expected to have the November report by the end of the month. Mr. Sherwood gave an overview some of the details involved in booking items at the end of a calendar year. Council Member dePara said that this was wonderful going forward but it puts the Council Members at a disadvantage without this budget information. Ms. Kelly-Lenz replied that this was part of the issue in terms of deciding whether to get the annual audit and the CAFR done by their time lines or doing the monthly report. Council Member dePara said that he wanted to be notified if the report was going to be late. Discussion followed.

Council Member Martinez asked about the staff that was working on budget issues over the week-end. Ms. Kelly-Lenz said that those staff members were working at 999 Broad Street on their own department budgets. This is not overtime pay.

Council Member Brannelly asked about the electronic submission of the documents. Mr. Sherwood said that he would love to do that, but it was a question of whether the department was allowed to do. The hard copy must still be filed in the City Clerk's office. Discussion followed

about the details of posting it to Excel. Mr. Sherwood said that the report is very large and they have reduced it down to 70 pages.

The discussion then moved to upcoming changes of procedures.

Ms. Kelly-Lenz said that she would be sending out copies of the CAFR. She asked if the Council member would like it in hard copy or electronically. The Committee members said that they would like having electronic copies. Hard copies are provided by the City Clerk's office.

Ms. Kelly-Lenz informed the Committee that the amortization schedule for Pension A had not been settled when the 2011 CAFR report was done. She indicated how this change was handled through the audit process. No one could control this because it was a State decision after the budget was finalized.

She then spoke about a State decision regarding a BOE forgivable loan. Mr. Sherwood gave an overview of how this would be handled and where the information would be found in the CAFR.

Council Member Vizzo-Paniccia asked if copies of the State legislation on the forgivable loan could be sent to the Committee members. Ms. Kelly-Lenz made a note of this.

ADJOURNMENT

**** COUNCIL MEMBER BRANNELLY MOVED TO ADJOURN.**

**** COUNCIL MEMBER MARTINEZ SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

The meeting adjourned at 7:40 p.m.

Respectfully submitted,

Sharon L. Soltes
Telesco Secretarial Services