

**CITY OF NORWALK
FINANCE/CLAIMS COMMITTEE
MAY 12, 2011**

ATTENDANCE: Nicholas Kydes, Chair; Andrew Conroy;
Douglas Hempstead; David Jaeger; Nora King

STAFF: Thomas Hamilton, Finance Director; Lisa Biagiarelli, Tax
Collector; Frederic Gilden, Comptroller; Robert Baron, Director of
Management and Budget; Karen DelVecchio, IT Director; Hal
Alvord, Director, Public Works

Mr. Kydes called the meeting to order at 7:07 p.m. and called the Roll.

**APPROVE THE MINUTES OF THE FOLLOWING FINANCE COMMITTEE
MEETING: FEBRUARY 17, 2011 MARCH 10, 2011**

**** MR. HEMPSTEAD MOVED TO APPROVE THE MINUTES OF
FEBRUARY 17, 2011 AND MARCH 10, 2011 AS PRESENTED
** MOTION PASSED UNANIMOUSLY**

**CLAIMS COMMITTEE: RECEIVE THE MONTHLY CLAIMS REPORT;
REVIEW AND APPROVE CLAIMS AS REQUIRED FOR CLAIMS REPORT
DATED: MAY 12, 2011**

Ms. Biagiarelli reported that there were no specific requests. The report on refunds was provided for information only.

**NARRATIVE ON TAX COLLECTIONS DATED MAY 12, 2011- RECEIVE
REPORT AND DISCUSS**

**MONTHLY TAX COLLECTOR'S REPORT DATED APRIL 30, 2011 -
RECEIVE REPORT AND DISCUSS**

Ms. Biagiarelli reviewed her monthly report. She said that tax collections are slightly ahead of last year. They have begun working on the July tax bills. The target is to have the bills in the mail by June 10th. They are working with the Marshall to collect delinquent taxes on business and personal properties. There are 150-250 warrants out. The next tax sale is scheduled for July 2012.

**** MR. CONROY MOVED TO AUTHORIZE THE PURCHASING AGENT TO ISSUE A PURCHASE ORDER TO EPLUS TECHNOLOGY FOR THE SUPPLY OF A CISCO 3925 ROUTER FOR AN AMOUNT NOT TO EXCEED \$5,755.34, ACCOUNT 09110600-5777-C0375 (BUDGETED IT CAPITAL EXPENSE; NO SPECIAL APPROPRIATION REQUIRED) AND FORWARD ONTO THE COMMON COUNCIL FOR FURTHER ACTION**

Ms. DelVecchio explained the recognized the City's demand for internet access. The increase was driven by several factors. This technology will provide a more robust switch.

**** MOTION PASSED UNANIMOUSLY**

**** MR. HEMPSTEAD MOVED TO APPROVE FY 2011-12 WPCA OPERATING BUDGET**

Mr. Baron explained that they had a 7 ½% increase in expenses. They are building up their reserves to prevent the sewer fee from spiking. Mr. Hempstead asked about their debt service. Mr. Baron said that he full budget amount will increase the reserve by the anticipated amount. Mr. Hamilton said that Phase I has been under construction and is anticipated to be completed in January. Mr. Alvord explained that they are in negotiations with the DEP about the eligibility of clean water funds; however, they do not have the formula to determine the eligibility.

Mr. Kydes said that Norwalk is a test site for this technology. Mr. Hamilton said that this is solid technology. Mr. Alvord said that New York and Connecticut are under a decree by the EPA to meet certain goals. Connecticut can only meet the goal if this project moves forward.

Mr. Hempstead asked where they carry their debt service. Mr. Conroy said that it is in the fund balance. Mr. Hamilton said that it has to remain as part of the WPCa fund balance for repair and replacement purposes. Mr. Conroy said that they need to keep an eye on the reserves and the expenses. Mr. Alvord said that the unanticipated nature of the project is the reason for reserves.

**** MOTION PASSED UNANIMOUSLY**

APPROVE FY 2011-12 PARKING AUTHORITY BUDGET

Mr. Baron presented the FY12 recommended budget. He noted that both the WPCA and Parking Authority are enterprise funds.

He reviewed the highlights and goals. Mr. Hamilton said that the Parking Authority incurred significant snow removal expenses because they had to haul the snow off site. Mr. Hempstead asked if the reserves could be used for any unanticipated expenses. Mr. Baron said that they would have to come to the City to transfer funds.

The Committee reviewed and discussed the recommended budget. It was noted that the credit card fees were high. Mr. Hamilton explained that the Parking Authority concluded that the customers value the ability to use credit cards for their transactions. Mr. Alvord said that Laz negotiated the credit card rates with the companies. Mr. Hamilton said that the credit card fee line is less than last year.

Ms. King said that she was not going to support this budget. She asked why the parking fees keep increasing. She said that everyone is being asked to cut expenses and they keep raising parking fees. She said that the City is trying to encourage business growth.

Mr. Baron explained that the Parking Authority felt that they were running close to the operating budget. They were concerned that they would have to ask the City to supplement their budget if they had a large expense. They are trying to build their reserves to be able to handle unanticipated expenses.

Mr. Hamilton said that until 2002, this was part of Public Works and was running and operational shortfall, which meant the taxpayers were subsidizing them. The Common Council created the WPCA and Parking Authority. During the first few years, the City had to supplement the Parking Authority, but that is no longer the case.

Ms. King said that she would rather have the Parking Authority come to the City and ask for the money if there is a shortfall. She said that the City is trying to get more development and people off of I-95.

Mr. Hempstead pointed out a 30% decrease in ticket writing. Mr. Baron said that more people are in compliance.

Ms. King said that Ms. Hebert said that she would grow parking to 1 million parkers. She asked how many people park now and how many parked last year. Mr. Hamilton said that he believes what Ms. Hebert meant was that she wants to enhance parking.

Mr. Alvord said that there are big fluctuations in transient parking at the South Norwalk Railroad station and it is climbing at East Norwalk. Mr. Jaeger asked for numbers. Mr. Conroy said that Rowayton daily parking is full. Ms. King said that the Maritime garage is not used because it is too expensive. Mr. Hempstead said that it was built with 250 more spaces than it needed. Ms. King said that people are being asked to do with less and this budget does not do that.

Mr. Alvord said that the South Norwalk railroad station is usually at capacity. Mr. Jaeger said that if you go there after 10:00 a.m. there are no parking spaces available. Ms. King said that the Webster Street parking lot is not full. She said that people

don't go to South Norwalk because the parking is bad. She added that Stamford has good parking. Mr. Hamilton will confirm parking rates at the Webster, North Water Street and Haviland Street parking lots and provide volume at each location.

**** MR. CONROY MOVED TO TABLE THIS ITEM TO NEXT MONTH
** MOTION PASSED UNANIMOUSLY**

**** MR. JAEGER MOVED TO AUTHORIZE A SPECIAL CAPITAL APPROPRIATION IN THE AMOUNT OF \$600,000 FOR ACQUISITION OF A NEW FIRE BOAT, TO BE FINANCED FROM A \$600,000 GRANT FROM THE DEPARTMENT OF EMERGENCY MANAGEMENT AND HOMELAND SECURITY (ACCOUNT: 09113110-5799-C0505)**

**** MOTION PASSED UNANIMOUSLY**

**** MR. KYDES MOVED THE FOLLOWING ITEMS:**

AUTHORIZE A \$190,000 REDUCTION IN THE APPROVED CAPITAL APPROPRIATION FOR THE DEMOLITION OF THE OLD POLICE FACILITY (ACCOUNT NO. 09117100-5777-C0368).

AUTHORIZE A SPECIAL CAPITAL APPROPRIATION OF \$190,000 FOR THE BUILDING MANAGEMENT DEPARTMENT ON BEHALF OF NEON FOR THE REPLACEMENT OF ITS AGING CHILLER AT BENJAMIN FRANKLIN CHILD CARE FACILITY (ACCOUNT NO. 09117100-5777-C0506).

AUTHORIZE THE MAYOR, RICHARD A. MOCCIA, TO EXECUTE ANY AND ALL DOCUMENTS NECESSARY THE REPAYMENT OF A LOAN IN AN AMOUNT NOT TO EXCEED \$190,000 FROM THE CITY OF NORWALK TO NORWALK ECONOMIC OPPORTUNITY NOW (NEON) FOR THE REPLACEMENT OF THE CHILLER AT THE BENJAMIN FRANKLIN CARE FACILITY.

**** MOTION PASSED UNANIMOUSLY**

**** MR. JAEGER MOVED THE FOLLOWING ITEM:**

RESOLUTION MAKING APPROPRIATIONS FOR VARIOUS PUBLIC IMPROVEMENTS AGGREGATING \$27,774,200 FOR THE 2011-2012 CAPITAL BUDGET AND AUTHORIZING THE ISSUANCE OF \$27,143,200 GENERAL OBLIGATION BONDS OF THE CITY TO MEET CERTAIN APPROPRIATIONS IN THE 2011-2012 CAPITAL BUDGET

Mr. Hamilton explained that this is a formal resolution that is necessary to implement the 2011-2012 capital budgets. Mr. Jaeger asked if the bonds are callable. Mr. Hamilton said that generally they put a 5-year call provision in them.

**** MOTION PASSED UNANIMOUSLY**

**** MR. HEMPSTEAD MOVED THE FOLLOWING ITEM**

**RESOLUTION WITH RESPECT TO THE AUTHORIZATION,
ISSUANCE AND SALE OF NOT EXCEEDING \$50,000,000 CITY OF
NORWALK, CONNECTICUT GENERAL OBLIGATION REFUNDING
BONDS**

Mr. Hamilton explained that this is a new refunding opportunity which could realize \$400,000 in savings.

**** MOTION PASSED UNANIMOUSLY**

**** MR. CONROY MOVED THE FOLLOWING ITEM:**

**AUTHORIZE THE MAYOR, RICHARD A. MOCCIA, TO SUBMIT AN
APPLICATION TO THE STATE OF CONNECTICUT FOR GRANT
FUNDS PROVIDED UNDER THE STATE OF CONNECTICUT'S LOCAL
CAPITAL IMPROVEMENT FUND FOR 2010 ENTITLEMENT (\$623,199)**

Mr. Hamilton explained that this is a reimbursement.

**** MOTION PASSED UNANIMOUSLY**

**** MR. KYDES MOVED THE FOLLOWING ITEM:**

APPROVE CITY INVESTMENT POLICY

Mr. Gilden explained the changes made to the investment policy. Mr. Hamilton said that they are limited by State law in what they can invest in. He said that they tried to create a policy that sets reasonable parameters.

**** MOTION PASSED UNANIMOUSLY**

**RECEIVE MONTHLY OAK HILLS PARK AUTHORITY REPORT FOR
MARCH 2011**

Mr. Baron reported that tonight the Oak Hills Authority was voting on a modification to their loan agreement. This will bring them current on their delinquent payments. He said that they are struggling; rounds are down quite a bit. Mr. Jaeger asked about the rate of I.D. cards being issued. Mr. Baron said that 2,000 cards are issued a year.

Ms. King said that she was not a fan of the restructuring plan. They did not have a strong marketing plan to increase their attendance. They are not being aggressive with their marketing.

Mr. Baron said that number of rounds of golf drive their revenues. Their assets are under \$81,000 due to depreciation. They are working hard to become efficient on the expense side.

**** MR. HEMPSTEAD MOVED TO ADJOURN**

**** MOTION PASSED UNANIMOUSLY**

There was no further business and the meeting was unanimously adjourned at 8:28 p.m.

Respectfully submitted,

Rosemarie Lombardi
Telesco Secretarial Services