

**CITY OF NORWALK
BOARD OF ESTIMATE AND TAXATION
SPECIAL MEETING
SEPTEMBER 8, 2014**

ATTENDANCE: James Clark, Chair; Erik Anderson; Edwin Camacho;
James Feigenbaum; Ann Yang Dwyer; Gregory Burnett (7:34
p.m.)

STAFF: Thomas Hamilton, Finance Director; Robert Barron
Director Management and Budgets; Dr. Manuel Rivera,
Superintendent of Schools; Richard Rudl, Board of
Education, Chief Financial Officer

Mr. Clark called the meeting to order at 7:31 p.m.

APPROVAL OF MINUTES

August 4, 2014- Regular Meeting

**** MR. ANDERSON MOVED TO ACCEPT THE MINUTES OF AUGUST 4,
2014 AS SUBMITTED
** MOTION PASSED UNANIMOUSLY**

SPECIAL APPROPRIATIONS AGENDA

There were no Special Appropriations this evening.

TRANSFER AGENDA

Mr. Barron gave an overview of the two transfers. He said that there are only two remaining deficits to close out the year.

Mr. Burnett joined the meeting at 7:34 p.m.

**** MR. ANDERSON MOVED TO APPROVE THE FOLLOWING
TRANSFERS:**

Police		To	Amount
From			
01-2070-5140	Salary & Wages -Overtime	01-3053-5419	Other \$3,449
01-3027-5298	Other Contractual Services	01-3053-5416	Other \$1,974
01-3055-5241	Electric	01-3053-5419	Other \$1,258
01-3055-5298	Other Contractual Services	01-3053-5419	Other <u>\$1,065</u>

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\$7,746

This transfer is to cover a year-end deficit in the Police Department auto repair deductible.

Employee Benefits

From	To	Amount
01-9020-5418 Social Security	01-9040-5418 Unemployment Claims	\$5,894

This transfer is to cover a deficit in Unemployment

**** MOTION PASSED UNANIMOUSLY**

OTHER BUSINESS

**** MR. ANDERSON MOVED TO APPROVE THE FY 2013 - 2014 RESERVE FOR ENCUMBRANCES**

Mr. Hamilton explained that these are obligations that were incurred in the prior year, but will be paid for in the current year. Mr. Barron explained that this first request is for \$1,227,095.49, which will be moved into the restricted reserve account. He noted that the revaluation has been completed, but there are still some outstanding bills. An itemized list of encumbrances was included in the meeting packet. By approving this and the following item, the committee will be moving the items that fell into an unassigned category into an assigned category. Mr. Hamilton explained that this is done every year.

**** MOTION PASSED UNANIMOUSLY**

**** MR. FEIGENBAUM MOVED TO APPROVE THE FY 2013-2014 UNEXPENDED BOARD OF EDUCATION FUNDS DEPOSIT INTO A NON-LAPSING ACCOUNT PURSUANT TO CONNECTICUT STATE STATUTE TITLE 10 EDUCATION AND CULTURE, CHAPTER 171 TOWN MANAGEMENT SECTION 248A UNEXPENDED EDUCATION FUND AMOUNT IN THE AMOUNT OF \$1,643 ,000**

Mr. Barron explained that the Connecticut, General Statute allows for the appropriating body to place into a non-lapsing account, 1% of the Board of Education's carry over funding. This year the amount is \$1,643,000. Mr. Hamilton said that this request has been reviewed and Finance recommends approval of the item. He added that last year the Board of Estimate and Taxation approved putting money into this special non-lapsing account.

Mr. Hamilton said that he feels that the items identified are important to move the school district into a positive motion.

Mr. Burnett asked how much was brought forward last year. He was told that \$1.5 million was brought forward. Mr. Barron said that it is his understanding that as a City, they approve the bottom line; individual accounts are up to the Board of Education. He said that they provided details of their intensions and received approval from their Board.

Dr. Rivera explained the reasons for the surplus and said that they are now in the process of upgrading all of their systems in order to be as efficient as possible. He noted that they enrolled 100 more students than anticipated and as a result had to add more teachers.

Dr. Rivera explained the five items proposed for funding. A discussion ensued. Mr. Clark said that tax payer relief is something that always comes up. For the people that mention that to him, his comment is that each person would get a small tax relief. People are concerned about property value and that is often tied into the schools. He said that he feels that this is a good use of the surplus funds and feels that given the fact that the Board of Education has a clear plan, brings value to Norwalk through the school system.

**** MOTION PASSED UNANIMOUSLY**

ADDITIONAL INFORMATION SECTION

The following information was provided in the meeting packet.

Mr. Barron distributed the key revenue drivers and the Tax Collector's narrative for August 2014. For the two months, ending on August 31st, they collected 51 ½% of the current tax levy. They also collected in excess of \$2.1 million in back taxes. Mr. Barron said that these are good strong numbers.

Mr. Hamilton reported that the back tax number is up by about \$1.4 million over the same time last year. Ms. Yang Dwyer asked how they manage cash. Mr. Barron said that is a treasury function. Mr. Hamilton said that Mr. Gildea prepares that report and he can provide that to the Board. Ms. Yang Dwyer asked if the City gives taxpayers installment plans, with a fee. Mr. Hamilton said that he knows some cities do it quarterly, but he does not know of any that allow monthly payments. Mr. Barron noted that the State Statute is 1% interest per month.

Oak Hills Financial Status - July 2014
Summary of Special Appropriation - FY 2013-2014
Status of Contingency - FY 2013-2014

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Status of Contingency - FY 2014-2015
Financial Reports

- Year to Date Capital Budget Report - FY 2014-2015
- Year to Date Operating Budget Report - FY 2014-2015
- Year to Date BOE Operating Budget Report - FY 2014-2015
- Tax Collector's Report - August 2014
- Tax Collector's Narrative - August 2014
- Key Revenue Report - YTD August 2014

Salary Accounts

- Fire Overtime
- Dispatch Overtime
- Police Overtime

**** MR. FEIGENBAUM 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