

**CITY OF NORWALK
BOARD OF ESTIMATE & TAXATION
MARCH 3, 2014**

ATTENDANCE: James Clark, Chairman; Erik Anderson, Gregory Burnett, Edwin Camacho, Ann Yang Dwyer, James Feigenbaum.

STAFF: Donna King, City Clerk; Thomas Hamilton, Finance Director; Robert Barron, Director of Management & Budget Operations.

Call to Order

Chairman Clark called the meeting to order at 8:07 p.m. and asked City Clerk King to call the roll. Members were in attendance as indicated above, and there was a quorum present.

Approval of Minutes

February 10, 2014

Mr. Clark noted on page 4, paragraph 3, in the first sentence, after into, delete 'the'.

- ** MR. ANDERSON MOVED TO ACCEPT THE MINUTES FROM THE MEETING OF FEBRUARY 10, 2014 AS AMENDED WITH CORRECTION NOTED.**
- ** MOTION PASSED UNANIMOUSLY.**

Transfer Agenda

FISCAL YEAR 2013-14:

TAX ASSESSOR:

<u>From</u>		<u>To</u>		<u>Amount</u>
01-1321-5258	(Other Professional Svcs.)	01-1321-5211	(Postage)	\$11,205

This transfer is to cover postage for the 2013 Grand List Notices and Board of Assessment Appeal change notices.

Mr. Barron explained that this was needed due the revaluation, the Tax Assessor Dept. incurred the expense, and it was budgeted under Other Professional Services.

Report on Special Appropriations

Mr. Burnett noted that the appropriation to support salary and benefits for \$28,000 from last month was tabled by the Council, and he asked how that affects the action that was approved by the BET. Mr. Barron explained that there was a feeling by the Council that this was a "cart before the horse" situation where a appropriation for benefits was premature until it is determined who is hired and how much funding is needed in the current year budget.

Mr. Hamilton added that the Redevelopment Agency is willing to have terms of provisional hire and will make a conditional offer of employment with benefits to be determined. He noted that this will come back to the Council after the person is hired to document the need for further approval of this special appropriation.

Mr. Barron noted that the Oak Hills Authority financial report remains similar to what was reported the past few months. He noted the ID card revenue is up marginally, and cash is up in comparison to expenditures. Mr. Barron stated that he feels this is still a situation of “on a shoe string” for an organization of this size. He noted that there is some remediation expense involved with oil tank removal, but it does not appear to be significant.

There was a question on the overtime reports, and Mr. Barron explained that with the month-end cut off for reporting, this was not available, but he would forward the actual reports to the members.

Additional Information

Status of Contingency

Mr. Barron noted that under Key Drivers, Fred Gilden is confident that if rates stay there will be \$400,000 at the close of the year versus the expected projection of \$298,000 or a potential of \$100,000.

Mr. Clark noted that much of the context of the reports was reviewed during the budget workshop sessions held prior to the BET meeting with the City’s Department Heads.

Additional Information—the following reports were submitted for information:

- Oak Hills Financial Status — January 2014 • Oak Hills Sales Analysis—January 2014
- Year-to-date Capital Budget Report — FY 20 13-14
- Year-to-date City Operating Budget Report - FY 2013-14
- Year-to-date BOE Operating Budget Report - FY 2013-14
- Tax Collector’s Narrative — January 2014 • Tax Collector’s Report — January 2014
- Key Revenue Report — January 2014 Salary accounts
- Fire Overtime • Dispatch Overtime • Police Overtime

Adjournment

**** MR. FEIGENBAUM MOVED TO ADJOURN.
** MOTION PASSED UNANIMOUSLY.**

The meeting was adjourned at 8:45 p.m.

Respectfully submitted,
Marilyn Knox;
Telesco Secretarial Services

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Board of Estimate & Taxation
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