

**CITY OF BRIDGEPORT
BUDGET AND APPROPRIATIONS
REGULAR MEETING
JUNE 9, 2014**

ATTENDANCE: Susan Brannelly, Co-chair; Michael Marella, Co-Chair; Council President Thomas McCarthy, Patricia Swain, Lydia Martinez (6:18 p.m.)

OTHERS: Veronica Jones, Tax Collector; Anne Kelly-Lenz, Finance Director

CALL TO ORDER

Council Member Brannelly called the meeting to order at 6:05 p.m. A quorum was present.

Approval of Committee Minutes: April 9, 2014 (Special Budget Hearings); April 10, 2014 (Public Hearing); April 11, 2014; April 12, 2014 (Special Budget Hearings); April 14, 2014 (Regular Meeting); April 15, 2014; April 16, 2014; April 17, 2014; April 22, 2014; April 23, 2014 (Special Budget Hearings) and April 24, 2014 (Public Hearing).

**** COUNCIL MEMBER SWAIN MOVED TO APPROVE THE FOLLOWING MEETING MINUTES:**

APRIL 9, 2014 (SPECIAL BUDGET HEARINGS); APRIL 10, 2014 (PUBLIC HEARING); APRIL 11, 2014; APRIL 12, 2014 (SPECIAL BUDGET HEARINGS); APRIL 14, 2014 (REGULAR MEETING); APRIL 15, 2014; APRIL 16, 2014; APRIL 17, 2014; APRIL 22, 2014; APRIL 23, 2014 (SPECIAL BUDGET HEARINGS) AND APRIL 24, 2014 (PUBLIC HEARING)

**** COUNCIL MEMBER MARELLA SECONDED.**

**** THE MOTION TO APPROVE THE MINUTES AS LISTED ABOVE PASSED UNANIMOUSLY.**

93-13 Municipal Suspense Tax Book.

Ms. Veronica Jones, the Tax Collector, came forward and introduced herself. She explained that these items were ones that the office had deemed uncollectible. She explained that these items were determined by either a bankruptcy or receipt of a death notice.

Council Member Brannelly asked about the process. Ms. Jones said that the office has to confirm that there was nothing in Probate and no other assets. Council Member Swain asked about the 'uncollectible' listings. Ms. Jones said that they were either businesses or items that the former collection agency had issued 'fraud bills' for. This would happen if a business that rents space in

a building closes and the property owner may receive the outstanding tax bill for the defunct business, which he is not legally responsible for.

**** COUNCIL MEMBER MARELLA MOVED TO APPROVE AGENDA ITEM 93-13 MUNICIPAL SUSPENSE TAX BOOK.**

**** COUNCIL PRESIDENT MCCARTHY SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

**GENERAL DISCUSSION REGARDING THE REVIEW OF THE
MONTHLY FINANCIAL REPORT**

Ms. Kelly-Lenz came forward and said that with only four weeks to go before the fiscal end of the year, she believed that the City would end the fiscal year on budget. There may be a small surplus.

Council Member Brannelly asked about the reserve funds. Ms. Kelly-Lenz then gave a quick overview of how this is done. She gave an example of the legal and internal fund reserve funds. At the end of the year, she will contact Legal about an estimate on upcoming cases. This is used to project the reserve and any surplus in the reserve is carried over.

Council Member Swain asked about discussing reserves in the budget. Ms. Kelly-Lenz said that there were any surpluses, the two items would be the fund balance or hold it into a reserve against future expenses. She explained why this is a good financial move. She said that the Legal Department has been able to keep the liabilities down for many years.

Council Member Swain asked when the audit would be completed. Ms. Kelly-Lenz said that at the end of June, she wants 99% of the entries posted. In late July or early August, Ms. Kelly-Lenz will have a draft of the year budget. There are some GASBY requirements that require that she post some items in September. There are some items with the BOE that are also entered after this because of the teacher's summer payments.

Council Member Martinez joined the meeting at 6:18 p.m.

Once the audits are final, the budget year is closed. However, the software does not allow Finance to pull the information by the months.

Council Member Swain asked if the City always used the same auditor. Ms. Kelly-Lenz said that the City changes auditors after a number of years and added that the City had gone out to bid this year. The contract is on the agenda for approved at the next Contract meeting.

Council President McCarthy asked if there was a projection of what the collection rate would be. Ms. Kelly-Lenz said that she expected it would be about 96% or 97% but Wheelabrator has appealed the recent judgment. There is also a bankruptcy case in process.

Ms. Kelly-Lenz said that other towns will often present an entire list of suspended taxes, but Bridgeport does it based on what legal documents are present.

Council Member Martinez asked what happens when a non-union employee is given a raise after the budget is approved. Ms. Kelly-Lenz said that she would check with Mr. Sherwood on this and send the information to the Committee members.

ADJOURNMENT

**** COUNCIL MEMBER MARELLA MOVED TO ADJOURN.
** COUNCIL MEMBER SWAIN SECONDED.
** THE MOTION PASSED UNANIMOUSLY.**

The meeting adjourned at 6:25 P.M.

Respectfully submitted,

Sharon L. Soltes
Telesco Secretarial Services