

GENERAL GOVERNMENT DIVISIONS  
OFFICE OF THE MAYOR

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MISSION STATEMENT

To set the direction of City government and oversee the administration of all City Departments.

OBJECTIVES

To set policy.

To develop, communicate, and implement a long-term agenda that ensures the fiscal health of the City and a high quality of life for its citizens.

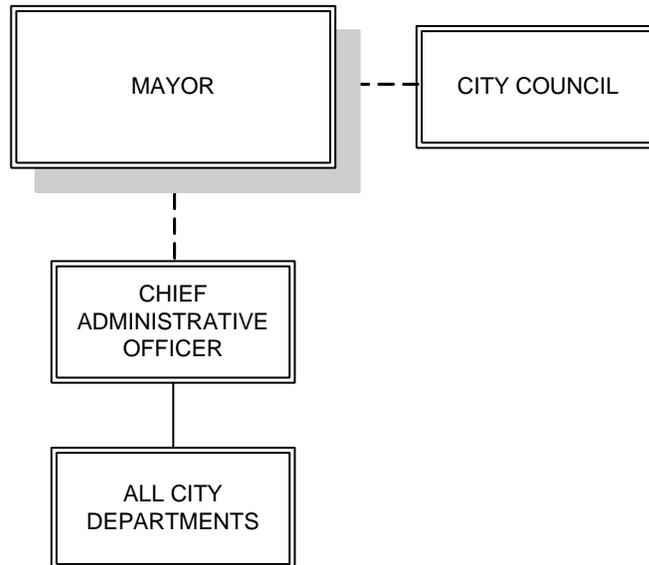
To act as a representative and liaison to the entire community, including the citizens, media, public and private agencies, state and federal officials, and City departments.

To direct the receipt and resolution of constituent complaints.

To serve as a liaison for other City departments in order to ensure that the citizens of Bridgeport receive effective public service expeditiously and courteously.

To provide guidance and direction to all Department Managers in order to improve services offered to the City of Bridgeport.

To serve as a liaison with various governmental agencies and to influence local, state and federal legislation that is necessary and favorable to the City.



GENERAL FUND BUDGET  
OFFICE OF THE MAYOR

BUDGET DETAIL

Honorable Bill Finch  
Mayor

REVENUE SUMMARY

*Not Applicable*

APPROPRIATION SUMMARY

ORG DESC	APPR DESC	FY2009 ACTUAL	FY2010 BUDGET	FY2011 MAYOR PROPOSED	FY2011 ADOPTED	VARIANCE TO FY2010 BUDGET
<b>'01001000</b>	<b>OFFICE OF THE MAYOR</b>	<b>545,429</b>	<b>700,827</b>	<b>730,620</b>	<b>730,620</b>	<b>29,793</b>
	1001PS MAYOR'S PERSONAL SERVICES	521,862	547,643	564,730	564,730	17,087
	2001TPS MAYOR'S OTHER PERSONAL SERVICES			2,100	2,100	2,100
	3001FB MAYOR'S FRINGE BENEFITS		119,052	130,683	130,683	11,631
	4001EX MAYOR'S OPERATIONAL EXPENSES	15,282	23,713	25,481	25,481	1,768
	6001SS MAYOR'S SPECIAL SERVICES	8,285	10,419	7,626	7,626	-2,793

PERSONNEL SUMMARY

Job Description	FTE FY 2010	FTE FY 2011	VAC	NEW	UNF	ORG CODE	FY 2010 CURRENT	FY 2011 ADOPTED	VARIANCE
MAYOR	1.0	1.0					121,649	126,538	4,889
CHIEF OF STAFF - MAYOR'S OFFIC	1.0	1.0					119,898	119,953	55
MAYOR'S EXECUTIVE SECRETARY	1.0	1.0					66,553	73,131	6,578
ADMINISTRATIVE ASSISTANT	1.0	1.0					39,307	39,889	582
RECEPTIONIST	1.0	1.0					35,333	35,333	0
ADMIN. ASSISTANT	1.0	1.0					40,887	40,887	
PRESS SECRETARY									
MAYOR'S AIDE	2.0	2.0					124,017	128,999	4,982
	<b>8.0</b>	<b>8.0</b>				<b>TOTALS</b>	<b>547,644</b>	<b>564,730</b>	<b>17,087</b>

## GENERAL FUND BUDGET

OFFICE OF THE MAYOR

PROGRAM HIGHLIGHTS

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### FY 2010-2011 GOALS

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- 1) Continue to implement long-term financial goals which will provide greater budget transparency, decrease the city's historic reliance on one-time revenues, and improve the city's financial standing.
- 2) Continue to grow the city's tax base by increasing the city's ability to attract and retain sustainable economic and community development.
- 3) Reduce tax delinquencies by continuing to pursue an aggressive zero-tolerance tax collection policy to increase revenues.
- 4) Continue to implement the Mayor's Sustainable Bridgeport effort to lower the city's carbon footprint, increase recycling rates, improve energy efficiency in city facilities and address brownfield remediation.
- 5) Continue to promote efficiency and accountability throughout city government through the CitiStat program, QScend technology (the City's online citizen work request form), labor-management cooperative – Total Quality Management program and employee training.
- 6) Help to lower class size and improve Bridgeport's schools, by continuing our investment in building new state of the art schools (the Discovery Magnet School and the Interdistrict Magnet High School, Roosevelt and Harding High School) and renovating Aquaculture, Black Rock School, Columbus, Cross, Dunbar.
- 7) Strengthen alliances with community groups and support initiatives that will benefit the City's quality of life.
- 8) Support diversity at all levels in government through progressive hiring practices, human resources and labor relations, and by supporting our new Small and Minority Business Resource Office, which provides resources and support for local minority contractors, develops best practices, policies and procedures to ensure that the City's Minority Contracting Business Enterprise (MBE) goals are achieved.
- 9) Focus efforts to combat blight and strengthen neighborhoods through a comprehensive city program of Neighborhood stabilization.
- 10) Hire a Police Chief and work with the Chief to formulate strategic initiatives which combat crime and support successful neighborhood policing.
- 11) In partnership with the Fire Chief, the American Red Cross and RYASAP's Safe Neighborhoods Americorp Partnership (SNAP), ensure that every resident in Bridgeport benefits from a free smoke detector through the City's Safe Asleep program.
- 12) Continue to improve and upgrade the City's Parks and Green Spaces.

### FY 2009-2010 GOAL STATUS

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- 1) Continue to implement long-term financial goals which will provide greater budget transparency, decrease the city's historic reliance on one-time revenues, and improve the city's financial standing.

6 MONTH STATUS: Bridgeport is on more solid financial footing. During the past two years, Mayor Finch has directed department heads to trim their budgets 10 to 20 percent, while maintaining, and sometimes increasing the level of service. By eliminating positions and laying off employees, we decreased the workforce by over 200 jobs – never an easy decision to make. These measures, along with union concessions and other spending freezes saved the City nearly \$15 million dollars. Bridgeport has sold off city owned property to the tune of \$2.1 million dollars over the past 2 years. These properties will continue to create revenue as they return to the tax rolls. For two years in a row, Bridgeport has received a certificate in excellence in financial reporting from the Government Finance Officers Association, and, the City was one of only 20 across the United States to be recognized for its long-term performance measurement efforts by the International/City County Managers Association in 2009.

GENERAL FUND BUDGET  
OFFICE OF THE MAYOR PROGRAM HIGHLIGHTS

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- 2) Continue to grow the city's tax base by increasing the city's ability to attract and retain sustainable economic and community development.  
6 MONTH STATUS: City continues to return properties to the tax rolls through the sale of city owned and foreclosed properties. The following are some key economic development projects moving forward: Columbia Elevators, a New York firm, is moving its main headquarters to a site on Horace Street; Derecktor Shipyard, received \$4 million in federal and state grants to expand its drydock in order to keep up with increased demand; The renovation and adaptive reuse of the former American Fabrics factory in the East End, will provide industrial and commercial space, while becoming a beacon for local artists; The new Price Rite supermarket opened recently on upper Main Street in the North End. The completion of the Arcade Mall project, which, along with the 333 State, Bijou Square, Citytrust and 881 Lafayette, will mean that more than 1,000 people will soon call downtown their home. This year, the City of Bridgeport and CHFA negotiated a \$20 million investment of GE funds through CHFA to move Bijou Square and 333 State Street projects to completion. SteelePoint site has been cleared, land-use agreement negotiated passed and Planned Development District is under design.
  
- 3) Reduce tax delinquencies by continuing to pursue an aggressive zero-tolerance tax collection policy to increase revenues.  
6 MONTH STATUS: The Tax Collector's office has signed on with a new Collection Agency who in conjunction with the Booting program has increased motor vehicle revenues and enabled the tax office to clean up delinquent records. Since July 2009 until February 2010 the Collection Agency has brought in over 600k in delinquent taxes. The Tax office has also started tackling the personal property tax which in union with the Assessor's office will become more aggressive in FY 2011 once the delinquents records are cleaned up.
  
- 4) Implement Mayor's Sustainable Bridgeport effort to lower the city's carbon footprint, increase recycling rates, improve energy efficiency in city facilities and address brownfield remediation.  
6 MONTH STATUS: Completed work on Bridgeport's first "Greenprint" the City's blueprint for making it a cleaner, greener place. This new framework for Bridgeport will create jobs, save money for city government, households and businesses, and bolster the city's tax base and provide greater opportunity for growth. Launched the Mayor's Conservation Corps – a group of 20 young adults hit the streets of our city, visiting 10,000 households spreading awareness about recycling, energy conservation and storm water management. Through their efforts we are already seeing a substantial increase in recycling efforts in the neighborhoods they visited (The City has achieved a 20 percent increase in recycling). Bridgeport received a \$4 million grant through the Workplace that will help establish several hundred green jobs in the City.
  
- 5) Grow and develop Bridgeport's new CitiStat program to improve efficiency and accountability throughout Bridgeport City Government. CitiStat is a comprehensive program which tracks the delivery of government services and resident satisfaction through aggressive integrated data collection. Increase use of the City's 576-1311 call center and continue bi-weekly accountability meetings with all city department heads.  
6 MONTH STATUS: CitiStat is continuing to reach out to a number of city departments in an effort to measure their productivity and efficiency. Since the beginning of the 2009-2010 fiscal year, CitiStat has started collecting data from twelve (12) new departments, and we continue to have bi-weekly accountability meetings with the supervisors/department heads and panel members. CitiStat is tracking the timely delivery of government services and resident satisfaction via the Qalert program. In addition, we will begin monitoring resident satisfaction by posting surveys on our webpage.

## GENERAL FUND BUDGET

OFFICE OF THE MAYOR

PROGRAM HIGHLIGHTS

- 6) Improve customer service practices in the delivery of city services.  
6 MONTH STATUS: We are developing an Employee Professional Skills Development strategy, (this will include a computer skills training, management skills training and customer service training). Implemented QScend technology (the city's first online citizen work request form)
- 7) Help to lower class size and improve Bridgeport's schools, by continuing our investment in building two new state of the art schools (the Discovery Magnet School and the Interdistrict Magnet High School) and renovating the Aquaculture School.  
6 MONTH STATUS: The Discovery Magnet School is currently under construction. The renovations to the Aquaculture School will be completed by June of 2010. The Interdistrict Magnet High School is currently in the permitting process before Trumbull Planning and Zoning.
- 8) Strengthen alliances with community groups and support initiatives that will benefit the City's quality of life.  
6 MONTH STATUS: The Mayor has implemented a very aggressive schedule of meetings and events with community groups, including clergy, seniors, non - profits, advocacy groups, service providers, and parent groups.
- 9) Support diversity at all levels in government through progressive hiring practices, human resources and labor relations, and by supporting our new Small and Minority Business Resource Office, which provides resources and support for local minority contractors, develops best practices, policies and procedures to ensure that the City's Minority Contracting Business Enterprise (MBE) goals are achieved.  
6 MONTH STATUS: In 2009, prime contractors in the City were awarded \$30,951,449 for physical development projects and of that amount \$14,641,468 or 47.31% of those contracts were awarded to minority or women-owned businesses. Also, during that time of the subcontracts that were awarded \$7,515,757 or 74.66% was awarded to minority or women-owned businesses. Through the aggressive monitoring efforts the City of Bridgeport debarred two companies for violating the Minority Business Enterprise Ordinance and several other companies are under review. The City disqualified two companies that were the low bidder because there failed to comply with the Minority Business enterprise Ordinance requirements. The City also identified thousands of dollars in prevailing wage underpayment and assisted in securing wage restitution for project employees.
- 10) Focus efforts to combat blight and strengthen neighborhoods through a comprehensive city program of Neighborhood stabilization.  
6 MONTH STATUS: Received \$6 million in Neighborhood Stabilization funds from the federal government. These funds will be leveraged to acquire and fix foreclosed properties. The City is partnering with the Housing Development Fund of Lower Fairfield County (HDF) to execute the program, leveraging the \$6 million with an additional \$26.2 million of HDF funds. Other community partners include Bridgeport Neighborhood Trust, Fairfield '08, and the Bridgeport Redevelopment Agency. Demolished blighted properties throughout the city. Continued to work with Neighborhood Revitalization Zones throughout the city to address and make progress on neighborhood priorities.
- 11) Work with the Police Chief to formulate strategic initiatives which combat crime and support successful neighborhood policing.  
6 MONTH STATUS: The police department has continued its successful community policing programs including the Strategic Enforcement Team (SET) that has lead to the lowest overall crime rate in 30 years. Recruitment has begun for a class of at least 20 new officers to begin the academy this fall.

GENERAL FUND BUDGET

OFFICE OF THE MAYOR

PROGRAM HIGHLIGHTS

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12) In partnership with the Fire Chief, the American Red Cross and RYASAP's Safe Neighborhoods Americorps Partnership (SNAP), ensure that every resident in Bridgeport benefits from a free smoke detector through the City's Safe Asleep program.

6 MONTH STATUS: The Fire department along with RYASP, and Americorps, continue to lead the nation in smoke detector installations through the City's Safe Asleep program. Funding has been secured to keep this essential program in operation.

13) Consolidate our Public Safety Emergency Dispatch functions into a single, combined facility with the opening of a new Emergency Operations Center.

6 MONTH STATUS: The New Emergency Operations Center will be operational by July of 2010.

GENERAL FUND BUDGET  
OFFICE OF THE MAYOR APPROPRIATION SUPPLEMENT

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ORG	OBJECT DESC	FY2009 ACTUAL	FY2010 BUDGET	FY2011 MAYOR PROPOSED	FY2011 COUNCIL ADOPTED	VARIANCE TO FY2010 BUDGET
<b>'01001000 OFFICE OF THE MAYOR</b>		<b>545,429</b>	<b>700,827</b>	<b>730,620</b>	<b>730,620</b>	<b>29,793</b>
	'51000 FULL TIME EARNED PAY	523,401	547,643	564,730	564,730	17,087
	51008 FULL TIME PERSONAL PAY	466	0	0	0	0
	51032 FT DOCKING PAY	-2,005	0	0	0	0
	'51140 LONGEVITY PAY	0	0	2,100	2,100	2,100
	'52154 LIFE INSURANCE CIVIL SERVICE	0	0	0	0	0
	'52360 MEDICARE	0	7,941	7,127	7,127	-814
	'52385 SOCIAL SECURITY	0	0	2,535	2,535	2,535
	'52504 MERF PENSION EMPLOYER CONT	0	41,073	49,965	49,965	8,892
	'52917 HEALTH INSURANCE CITY SHARE	0	70,038	71,056	71,056	1,018
	'53605 MEMBERSHIP/REGISTRATION FEES	0	76	57	57	-19
	'53705 ADVERTISING SERVICES	0	27	20	20	-7
	'53750 TRAVEL EXPENSES	1,634	1,669	5,619	5,619	3,950
	'53905 EMP TUITION AND/OR TRAVEL REIM	179	1,498	798	798	-700
	'54595 MEETING/WORKSHOP/CATERING FOOD	4,410	8,450	8,450	8,450	0
	'54650 LANDSCAPING SUPPLIES	0	140	140	140	0
	'54675 OFFICE SUPPLIES	4,281	4,636	4,636	4,636	0
	'54705 SUBSCRIPTIONS	0	86	36	36	-50
	'54720 PAPER AND PLASTIC SUPPLIES	0	171	171	171	0
	'55155 OFFICE EQUIPMENT RENTAL/LEAS	4,777	6,934	5,534	5,534	-1,400
	'55530 OFFICE FURNITURE	0	26	20	20	-7
	'56110 FINANCIAL SERVICES	6,226	6,500	4,500	4,500	-2,000
	'56175 OFFICE EQUIPMENT MAINT SRVCS	1,909	2,444	2,010	2,010	-434
	'56180 OTHER SERVICES	150	959	719	719	-240
	'56240 TRANSPORTATION SERVICES	0	291	219	219	-73
	'56250 TRAVEL SERVICES	0	225	179	179	-46

GENERAL FUND BUDGET

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