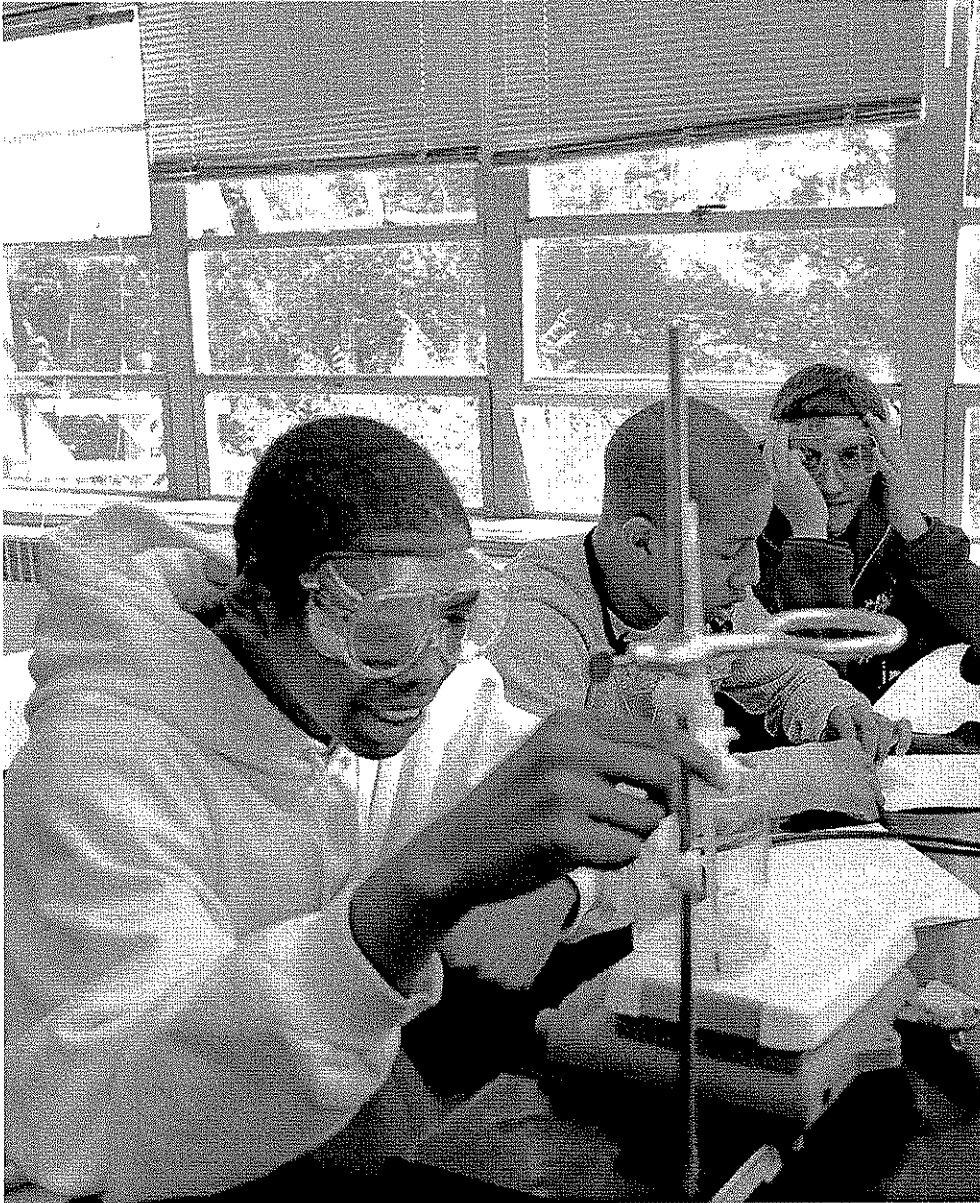


City of New Haven

Monthly Financial Report

FY 2010-11



Mayor John DeStefano, Jr.
For the Month Ending November 30, 2010
Submitted December 28, 2010

OFFICE OF THE MAYOR

165 CHURCH STREET • NEW HAVEN • CONNECTICUT 06510



JOHN DEStEFANO, JR.
Mayor



*The vision of New Haven's children
is our city's greatest resource.**

December 28, 2010

The Honorable Board of Aldermen
City of New Haven
165 Church Street
New Haven, CT 06510

Dear Honorable Board:

In compliance with Section 62 of the Charter of the City of New Haven, please find attached the required budgetary and financial reports for the month of November, 2010.

As required by City Charter, the report shall be filed in the Office of the City Clerk where it shall be available for public inspection. Copies will also be made available to members of the Financial Review and Audit Commission.

Very truly yours,

A handwritten signature in black ink, appearing to read "John DeStefano, Jr.".

John DeStefano, Jr.
Mayor

cc: Financial Review and Audit Commission



phone 203.946.8200 fax 203.946.7683

**This creative impression is the work of Janic Maysonet, a student at Fair Haven Middle School.*

City of New Haven

Monthly Financial Report

For Month Ending November 30, 2010

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GENERAL FUND EXPENDITURE AND REVENUE PROJECTION EXPLANATION

Areas of interest include the following:

Revenue

- 1) The Monetization/Financial Stabilization item remained in the budget. This would produce a net \$5m negative impact in the General Fund (\$8m revenue less \$3m expense). At this juncture, efforts towards finalizing the deal have been suspended.
- 2) The process of identifying the sale of City assets and pursuing to closing have commenced(\$3m as reduction to debt service expense and \$2m as a revenue item). The closure and sale of surplus schools is a primary focus of attention. The parcels identified are associated with Prince/Welch and Cross Scholars Schools. Additionally, properties on page 1A have been identified by LCI and Economic Development as surplus and a process is being established to sell these properties. Also, other assets will be evaluated as they become available.
- 3) Parking Tag revenue is expected to exceed budget by \$1.0m. Receipts through November are up 27% compared to last year. Collections last years totaled \$4.95m if current trends continue. Meter receipts are now slightly ahead of FY 09-10 due to a strong November collection period. However, they are still projected to be below budget due to a slower than anticipated roll out of new meter technology.

Expenditures

- 3) Negotiations with various bargaining units with expired contracts are on-going.
- 4) A status report on innovation based budgeting is included on pages 7-10
- 5) Fire and Police overtime while trending to a lower expenditure level as compared to FY 09-10 may still prove problematic for FY 10-11. This is reflected in the expenditure projections on page 3

	FY 09-10	FY 10-11	+	%
Fire gross overtime YTD	1,562,866	1,512,875	(49,991)	-3.2%
Police gross overtime YTD	2,363,849	2,302,249	(61,600)	-2.6%

- 6) Medical Benefits costs for November were 3% lower than than November 2009 expenses. Current trend is 4.7% above Fy 09-10. However, a relatively modest surplus is projected currently, but due to the volatile nature of medical claims this projection will be subject to change in each month. Workers Compensation costs are trending is 3.3% ahead of Fy 09-10.

LISITNG OF POTENTIAL ASSETS FOR SALE

Street #	Street Name	Notes	Assessed Value	Potential Sale Value	MBP	Status
100	Bassett Street	Single Building lot	40,000	15,000	287 0488 00400	Surplus
1589	Chapel Street	Single Building lot	40,000	25,000	336 0238 0800	Surplus
827-39	Congress Avenue	Double Building lot	100,000	25,000	310 0127 02600	Surplus
71-75	Counry Street	Double Building lot	44,000	20,000	320 0300 01500	Surplus
119	Davenport Avenue	Single Building lot	22,000	25,000	278 0149 01800	Surplus
252	Dixwell Avenue	Commercial Building (Jarman's)	212,000	55,000	294 0343 00900	Sale Pending
316	Dixwell Avenue	Commercial Building (Garage)	137,000	75,000	283 0341 00300	Surplus
239	Ella Grasso BLVD	Industrial Land (0.75 Acre)	26,000	25,000	273 0019 00300	Surplus
71	Essex Street	Single Building lot	25,000	25,000	118 1033 00600	Surplus
107	Farren Avenue	Single Building lot	39,000	20,000	084 0990 00300	Hold
455	Greenwich Avenue	Single Building lot	23,000	15,000	266 0024 01500	Notice
33-39	Greenwood Street	Double Building lot	44,000	40,000	314 0156 01000	Notice
25	Hawthorne Road	Single Building lot	50,000	20,000	139 1042 00300	Surplus
136	Hemingway Street	Single Building lot	90,000	20,000	116 1033 01200	Surplus
570	Howard Avenue	3 Family house	100,000	30,000	276 0060 00300	Surplus
634	Howard Avenue	Single Building lot	22,000	20,000	277 0100 00600	Surplus
101	Judith Terrace	Building lot (0.5 Acre)	53,000	50,000	085 0985 01300	Surplus
100-110	Judith Terrace	Condominium units (8) Value in land (0.5 Acre)	53,000	50,000	085 1298 03506	Surplus
162-8	Plymouth Street	Double Building lot	60,000	25,000	273 0021 02500	Surplus
155	Poplar Street	2 Family house	111,000	25,000	166 0723 02100	Surplus
172	Poplar Street	Single Building lot	32,000	15,000	166 0732 00500	Surplus
585	Sherman PKWY	Single Building lot	24,000	20,000	292 0390 01500	Surplus
603	Sherman PKWY	Single Building lot	24,000	15,000	292 0390 02000	Surplus
62-66	Sylvan Avenue	Double Building lot	35,000	25,000	299 0146 04500	Surplus
16-18	Waverly Street	Single Building lot	30,000	20,000	315 1290 01700	Surplus
15-19	Winthrop Avenue	Double Building lot	45,000	20,000	312 0143 04300	Surplus
		TOTAL	1,481,000	720,000		

**SUMMARY OF GENERAL FUND EXPENDITURES VS. REVENUES
FISCAL YEAR 2010-11
NOVEMBER**

<u>EXPENDITURES:</u>	
BOA APPROVED	<u>471,583,095</u>
PROJECTION	471,583,095
<u>REVENUE</u>	
BOA APPROVED	<u>471,583,095</u>
PROJECTION	<u>471,583,095</u>
BALANCE SURPLUS / (DEFICIT)	0

GENERAL FUND EXPENDITURE PROJECTION REPORT
FISCAL YEAR 2010-11
NOVEMBER

DEPARTMENT	{1}	{2}	{3}	{4}	{5}
	FY 2010-11	TOTAL	%		SURPLUS
	APPROPRIATED	Encumbered/	of	PROJECTION	DEFICIT
	BUDGET	Expended	BUDGET	FY 2010-11	{4} - {1}
111 - LEGISLATIVE SERVICES	727,923	330,883	45%	727,923	-
131 - MAYOR'S OFFICE	938,626	503,447	54%	938,626	-
132 - CAO	482,593	211,347	44%	482,593	-
133 - CORPORATION COUNSEL	1,960,068	1,117,277	57%	1,885,068	75,000
135 - LABOR RELATIONS	188,550	66,640	35%	188,550	-
136 - HUMAN RESOURCES	1,070,292	671,341	63%	980,292	90,000
137 - FINANCE	10,133,082	7,144,430	71%	9,858,082	275,000
139 - ASSESSOR'S OFFICE	947,690	365,005	39%	892,690	55,000
152 - LIBRARY	3,803,489	2,147,761	56%	3,578,489	225,000
160 - PARKS & RECREATION	5,101,560	3,194,694	63%	5,101,560	-
161 - CITY/TOWN CLERK	504,509	322,074	64%	504,509	-
162 - REGISTRAR OF VOTERS	551,296	333,975	61%	551,296	-
200- PUBLIC SAFETY COMMUNICATIONS	3,503,027	1,577,360	45%	3,503,027	-
201 - POLICE	36,456,332	17,303,159	47%	38,156,332	(1,700,000)
202 - FIRE	30,924,181	14,971,049	48%	31,324,181	(400,000)
301 - HEALTH	3,387,675	1,340,288	40%	3,387,675	-
302- FAIR RENT	64,138	27,202	42%	64,138	-
303 - ELDERLY SERVICES	733,522	286,965	39%	733,522	-
304 - CHILDREN & FAMILY SERVICES	335,920	31,323	9%	335,920	-
305 - SERVICES FOR DISABILITIES	133,710	60,042	45%	133,710	-
308 - COMMUNITY SERVICES ADMIN	2,087,880	1,821,944	87%	2,087,880	-
402 - CONTRACT RESERVE	(1,000,000)	-	0%	(1,000,000)	-
404 - VARIOUS ORGANIZATIONS	188,295	73,150	39%	188,295	-
405 - NON-PUBLIC TRANSPORTATION	700,000	97,819	14%	545,000	155,000
501 - PUBLIC WORKS	12,499,089	8,571,836	69%	12,299,089	200,000
502 - ENGINEERING	3,578,680	3,124,470	87%	3,403,680	175,000
600 - DEBT SERVICE	64,589,371	31,110,082	48%	64,589,371	-
701 - DEVELOPMENT OPER. CONT.	1,097,000	972,000	89%	1,097,000	-
702- CITY PLAN	558,106	286,819	51%	558,106	-
704 - TRANS/TRAFFIC & PARKING	2,316,706	1,089,482	47%	2,251,706	65,000
705 - EQUAL OPPORTUNITIES	157,347	65,078	41%	117,347	40,000
721 - BUILDING INSPECTION & ENFORCE	909,071	374,134	41%	849,071	60,000
724 -ECONOMIC DEVELOPMENT	1,299,344	775,193	60%	1,249,344	50,000
747 - LIVABLE CITY INITIATIVE	797,475	358,576	45%	762,475	35,000
802 - PENSIONS/FICA	34,453,245	32,072,481	93%	34,553,245	(100,000)
804 - SELF INSURANCE	6,054,500	1,374,922	23%	6,054,500	-
805- 851 HEALTH BENEFITS	59,293,581	22,505,659	38%	58,493,581	800,000
805-853 WORKERS COMP	9,841,819	2,818,006	29%	9,941,819	(100,000)
805-852 & 855 OTHER BENEFITS	2,323,000	179,919	8%	2,323,000	-
999- INNOVATION BASED BUDGETING/ NPS SAVINGS PLAN	(5,128,894)	(2,750,000)		(5,128,894)	-
900 - EDUCATION	173,019,297	79,151,905	46%	173,019,297	-
PROJECTED EXPENDITURES	471,583,095	236,079,737	50%	471,583,095	-

FY 10-11 REVENUE ANALYSIS

FY 10-11		
Appropriated Budget	Projected	+/-

CITY SOURCES

PROPERTY TAXES	216,210,810	216,674,535	463,725
LICENSES, PERMITS & OTHER FEES	16,408,000	15,658,000	(750,000)
INVESTMENT INCOME	250,000	100,000	(150,000)
RENTS & FINES	5,603,057	6,736,211	1,133,154
PAYMENTS IN LIEU OF TAXES	1,680,462	1,680,462	-
OTHER TAXES AND ASSESSMENTS	3,907,650	3,907,650	-
MISCELLANEOUS & OTHER REVENUE	25,736,684	25,931,491	194,807
CITY SOURCES SUB-TOTAL	269,796,663	270,688,348	891,685

STATE SOURCES

STATE GRANTS FOR EDUCATION	153,136,528	152,236,528	(900,000)
STATE GRANTS & PILOTS	48,094,410	48,102,725	8,315
TELECOMMUNICATIONS PROPERTY TAX	555,494	555,494	-
STATE SOURCES SUB-TOTAL	201,786,432	200,894,747	(891,685)

GRAND TOTAL	471,583,095	471,583,095	0
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GENERAL FUND REVENUE BUDGET
FISCAL YEAR 2010-11
NOVEMBER

DETAIL OF GENERAL FUND REVENUE	FY 10-11 Approved	FY 2010-11 RECOGNIZED (To Date)	PROJECTED 6/30/2011	VARIANCE Projected V. Approved
Current City Taxes:				
Real Estate, Personal Property & Motor Vehicle	210,710,810	113,375,057	210,710,810	-
Supplemental Motor Vehicle	2,000,000	-	2,000,000	-
Current Interest	1,000,000	374,284	1,000,000	-
	213,710,810	113,749,341	213,710,810	-
Tax Collection Initiatives:				
Tax Initiatives	500,000	-	963,725	463,725
	500,000	-	963,725	463,725
Delinquent City Taxes:				
Real & Personal Property	1,000,000	877,504	1,000,000	-
Interest and Penalties	1,000,000	219,398	1,000,000	-
	2,000,000	1,096,902	2,000,000	-
I. PROPERTY TAXES	216,210,810	114,846,243	216,674,535	463,725
State Grants for Education:				
Education Cost Sharing	142,509,525	37,979,676	142,509,525	-
State Aid for Construction & Reconstruction	7,000,000	2,363,042	6,100,000	(900,000)
School Transportation	3,252,003	-	3,252,003	-
Education Legally Blind	300,000	-	300,000	-
Health Svc-Non-Public Schools	75,000	-	75,000	-
	153,136,528	40,342,718	152,236,528	(900,000)
State Grants				
PILOT: State Property	4,390,033	-	4,390,033	-
PILOT: Colleges & Hospitals	34,234,458	34,242,773	34,242,773	8,315
Distressed Cities Exemption	110,755	-	110,755	-
Tax Relief for the Elderly-Freeze	65,000	10,000	65,000	-
Homeowners Tax Relief-Elderly Circuit Breaker	400,000	-	400,000	-
Reimb.-Low Income Veterans	59,685	-	59,685	-
Reimb. - Disabled	11,418	-	11,418	-
PILOT: Machinery/Equipment	851,243	-	851,243	-
Shell Fish	37,861	-	37,861	-
Pequot Funds	7,323,486	-	7,323,486	-
Telecommunications Property Tax	555,494	-	555,494	-
Town Aid: Roads	610,471	304,729	610,471	-
	48,649,904	34,557,502	48,658,219	8,315
II. TOTAL STATE AID	201,786,432	74,900,220	200,894,747	(891,685)
Licenses/Permits/Services & Fees:				
Other Agencies	50,000	15,147	50,000	-
Maps/Bid Documents	5,000	1,631	5,000	-
Ofc of Technology	2,000	-	2,000	-
Parks-Lghthse.-Adm&Concession	150,000	108,145	150,000	-
Park Dept.-Carousel & Bldng	5,000	2,327	5,000	-
Park Dept.-Other Fees	80,000	16,058	80,000	-
Town Clerk/City Clerk	350,000	145,372	350,000	-
Police Service	110,000	50,457	110,000	-
Police - Animal Shelter	4,000	2,640	4,000	-
Fire Service	60,000	22,396	60,000	-
Fire Service Medical Response Billing	100,000	55,468	100,000	-
Health Services	350,000	32,617	350,000	-
Engineers - Cost Recovery	100,000	-	100,000	-
Registrar of Vital Stats.	475,000	299,081	725,000	250,000
P.W.-Public Space Lic./Permits	230,000	76,949	230,000	-
Public Works Evictions	2,000	-	2,000	-
Public Works Fees	70,000	-	70,000	-
Towing Licenses	5,000	27,330	5,000	-
Residential Parking	60,000	1,772,207	60,000	-
Traffic & Parking/Meter Receipts	5,200,000	2,159,281	4,200,000	(1,000,000)
Building Inspections	9,000,000	4,922	9,000,000	-
III. LICENSES PERMITS & FEES	16,408,000	4,792,026	15,658,000	(750,000)

GENERAL FUND REVENUE BUDGET
FISCAL YEAR 2010-11
NOVEMBER

DETAIL OF GENERAL FUND REVENUE	FY 10-11 Approved	FY 2010-11 RECOGNIZED (To Date)	PROJECTED 6/30/2011	VARIANCE Projected V. Approved
Income from Short Term Investments:				
Interest Income	250,000	49,170	100,000	(150,000)
IV. INTEREST INCOME	250,000	49,170	100,000	(150,000)
Received from Rents:				
Parks Employee Rents	9,000	3,500	9,000	-
Misc Comm Dev Rent	-	83,154	83,154	83,154
Coliseum Lots	240,000	-	240,000	-
Parking Space Rental	4,057	-	4,057	-
	253,057	86,654	336,211	83,154
Received from Fines:				
Superior Court	75,000	34,577	75,000	-
Parking Tags	5,250,000	2,327,015	6,300,000	1,050,000
Police - False Alarm Fines/Registrations	20,000	-	20,000	-
P.W. Public Space Violations	5,000	1,700	5,000	-
	5,350,000	2,363,292	6,400,000	1,050,000
V. RENTS AND FINES	5,603,057	2,449,946	6,736,211	1,133,154
Payments in Lieu of Taxes:				
So Central Regional Water Auth.	888,460	34,577	888,460	-
Parking Authority PILOTS	64,150	2,327,015	64,150	-
Trinity Housing	50,408	-	50,408	-
52 Howe Street	62,319	1,700	62,319	-
Eastview PILOT	25,750	-	25,750	-
Ninth Square	580,000	290,033	580,000	-
Hospital of St. Raphael	9,375	-	9,375	-
	1,680,462	2,653,325	1,680,462	-
Other Taxes and Assessments:				
Real Estate Conveyance Tax	1,000,000	394,195	1,000,000	-
Yale Payment-Fire Services	2,707,650	2,707,650	2,707,650	-
Air Rights Garage	200,000	83,333	200,000	-
	3,907,650	3,185,178	3,907,650	-
Miscellaneous:				
Controller	1,000,000	385,238	1,000,000	-
BABS Revenue	863,861	418,316	863,861	-
Off Track Betting	975,000	365,760	975,000	-
Personal Motor Vehicle Reimb	30,000	4,062	30,000	-
Neigh. Pres Loan Payments	10,000	3,756	10,000	-
Welfare Department	20,000	747	20,000	-
Commission on Equal Opportunities	25,000	-	25,000	-
I-95 Highway Expansion program	-	170,098	170,098	170,098
NHPA : PILOT	5,000,000	-	5,000,000	-
GNHWPCA:PILOT	639,593	-	639,593	-
	8,563,454	1,347,977	8,733,552	170,098
Other Revenue				
Non-Profits	6,208,230	372	6,208,230	-
Monetization/Financial Stabilization	8,000,000	-	8,000,000	-
Sale of City Assets	2,000,000	-	2,000,000	-
Regional WPCA Rate Stabilization	950,000	974,709	974,709	24,709
United Illuminating Rebate-Energy Savings	15,000	-	15,000	-
	17,173,230	975,081	17,197,939	24,709
VI. OTHER REVENUE	31,324,796	8,161,561	31,519,603	194,807
GRAND TOTAL	471,583,095	205,199,166	471,583,095	0

INNOVATIVE BASED BUDGETING

The budget contains \$5.1 of cuts that need to be identified through innovation. This includes but is not limited to the items listed below, attrition from unanticipated vacancies, reduction in non-personnel spending, and savings achieved from bidding. The current focus of staff includes:

A) Educational Cost Sharing Rewrite Committee:

14% of current ECS funding is currently funded with ARRA funds. For New Haven that is nearly \$20M of the \$142M current ECS grant. The committee continues to meet with various groups including CJEFF, ConCann and other municipalities to advocate the continuation of current funding levels. Early reports suggest that the state will hold funding level but several groups are advocating for formula changes that could change the way the funds are distributed. The committee is tasked with developing a strategy to protect the City from any changes that would reduce funding.

B) Labor:

The City is currently in negotiations with 9 of its bargaining units. The budget assumed a 0% wage increment for all of the open agreements and an additional \$1M in savings. Negotiations are ongoing, however, arbitration schedules have delayed resolution.

C) Document Management:

IT has begun to meet with departments to diagram document flow and create electronic cataloging systems for filing and retention. The initial focus of these efforts will be in City Town Clerk, LCI and City Plan. Throughout the year the initiative will move to other departments to streamline efficiency. Additionally, IT has requested a free evaluation of printer usage to identify printers to remove and re-route to copy machines that cost less to use on a per print basis. The study will allow the City to incorporate printing into a new RFP for printing and copying to result in larger savings in FY 12.

D) Electronic Permitting:

The City will implement a web hosted electronic permitting solution with a front end enabling contractors and citizens to apply for and pay for permits online and a back end that allows City Departments to review, approve, issue, track and enforce permits. The first phase of implementation will include Building Permits, Right of Way Permits, Obstruction Permits and Dumpster Permits. Short term, the process will create efficiencies, enhancing the customer service experience and free up staff time. The process will also augment the ability to enforce ordinances which will enhance the collection of fines and long term improve compliance resulting in increased permit revenue. Conservative projections anticipate revenue enhancements of \$150,000 over budget. Phase I is nearing completion, however, implementation is now anticipated for early 2011 as the final bugs are being corrected.

E) Storm Water Authority:

Public Act 07-154 created the ability for four pilot communities to establish Storm Water Authorities. The City has submitted ordinances to the BOA for consideration for the creation of a Storm Water Authority Enterprise fund. The fund will absorb the expenses of the Storm Water operations from the General Fund Budget and cover the expenses with revenue from a Fee that will be assessed to both taxable and tax exempt properties based upon impervious surface. This more equitable mechanism will shift the burden away from the residential taxpayer toward commercial and exempt properties which create more runoff.

F) Reduce Liability:

Under the direction of the City's Corporation Counsel a comprehensive review of the City's liability cost has been and will continue to be compiled on a quarterly basis. The City will use the lessons learned from ongoing and past litigation to develop training, better systems to alleviate risk (ie better

tracking of sidewalk conditions) and adopt clear and certain discipline responses to public employees who violate City rules and regulations and, as a result, create liability for the City. Greater coordination between the Corporation Counsel and Risk Management Committee has been established to prioritize initiatives. An initial review of quarter one data has been conducted. Savings will be difficult to quantify as this will only mitigate future potential claims resulting in cost avoidance, therefore at least two quarters of data under the new system is necessary to develop projections.

G) Targeted Privatization:

Bids the City received for custodial services would result in \$7M in annualized savings. Negotiations with custodians are moving to arbitration where the City is confident it will achieve some level of these savings through either bargaining unit concessions or privatizing the function. Human Resources, Labor Relations and Coordinators are currently reviewing if any other functions of government may be better or more cost effectively performed by the private sector final decisions will be made following resolution of the 217 Contract.

H) Strategic Partnerships:

Develop partnerships to leverage outside resources to enhance the productivity and service delivery of City government. There are three goals to achieve this 1) Develop a City of New Haven Urban Fellows Program for local college and graduate students. Students would be assigned as Fellows in various City departments in order to learn about and assist in the operation of government. Fellows can be assigned to short term policy projects to identify innovative ways to improve government. Legal review of program design is ongoing. 2) Partner with civic minded area businesses for pro-bono assistance. Mostly applicable to the Office of Corporation Counsel where area law clinics and firms can assume some of the smaller cases reducing caseload and the need for paid outside counsel. Several cases have been assigned to pro-bono law firm thus far. 3) Identify synergies with various non-profits to reduce the duplication of services between government and these organizations.

I) Emergency Medical Response / Fire Services:

Recognizing that the majority of calls for service in the Fire Department are medical responses, the city will evaluate the organization of the fire department to determine the best structure to meet these needs. The City has already prioritized this shift with the latest class of recruits who all entered the department with paramedic certifications. An additional 3 firefighters will be trained as paramedics and the next applicant pool contains 27 paramedics. Once the number of medics is enhanced the City can begin converting BLS units to ALS units. In addition to better serving citizens with enhanced medical responses, the added benefit is that these units can bill insurance companies for "paramedic assessments" and transports which will offset current fire department costs. One full quarter of billing data with the new class is necessary to develop projections, that data will be available in December and analyzed for the January report.

J) BOE:

While known costs such as salary, electricity, transportation and special education have risen approximately \$10M over the past 3 years, the BOE as worked to maintain spending at the \$173M budgeted by the BOA for each of those years. In addition to aggressively pursuing outside funding (special funds) to help to achieve its budgetary goals, the Board of Education continues to do more with less. Savings have been achieved through energy conservation, attrition, and paperless technology.

K) Armory Reuse:

Title to the Armory has not yet reverted to the City. Prior to receiving title the City is conducting an environmental review of the premises to limit exposure. Once completed, the City will work to ensure that any environmental remediation costs are the responsibility of the state. Future use of the facility

will be determined by the environmental condition of the facility when it is received from the state. Potential future uses include: storage, the health department, a youth center or other uses yet to be proposed. As the environmental review process continues the City will work to identify the facility operating or upgrade costs that would be required of each future use to determine the net savings (or cost) of each alternative. The City's cursory environmental review is complete and both an environmental attorney and the environmental consultant are now under contract to complete a more comprehensive review. The City has gained access to the facility to ensure it is winterized and maintained so that it does not deteriorate prior to receiving title.

L) CMED:

Building upon the consolidation and civilianization of the public safety communications operation the City is exploring absorbing the CMED (regional communications) functions. With the successful civilianization of the department completed and cross training has advanced. When cross training is completed it will result in approximately \$100,000 in annualized savings, only a portion of which can be realized in the current fiscal year. Even without the full complement of dispatchers hired and trained, overtime has already been reduced. Informal conversations have begun with our regional partners in CMED with a goal of beginning a more formal process by November when much of the cross-training has been completed. Absorbing the CMED function could result in a net savings to the City of between \$150,000 and \$280,000 annually.

M) Grants Functions:

A grants management working group consisting of the CAO, Economic Development Administrator, Community Services Administrator, the Controller and Budget Director or their designees has been established and will be expanded to representatives of many of the City's departments. While there is no funding to expand our grants writing capabilities through the addition of staff, the purpose of this workgroup is to create efficiencies in the application process through collaboration, standardizing and centralizing answers to reoccurring questions on grant applications. The group will also be responsible for tracking all grant applications of the City (exclusive of Board of Education).

N) Elderly & Disability – COMPLETED

O) Youth & Recreation – COMPLETED

P) Library:

The library is conducting a comprehensive review of operations to identify savings. Currently, cost per visit (comparing total visits to libraries to total operating budget) from 1996 to 2010 has been reduced by over 80%. The library has identified savings of nearly 5% of budget through attrition, energy savings, E-Rate reimbursements and a variety of other cost saving measures.

Q) New IT Governance:

Recognizing the importance that technology plays in creating efficiencies, the City has implemented a new oversight committee for IT that consists of all the coordinators and the budget director. The committee will work to improve coordination of IT functions across government to prioritize for public safety and cost savings.

R) Financial Administration:

The Controller is currently reviewing multiple processes and procedures to identify areas for innovation, savings and revenue. Current steps are under way to implement a Purchasing Card program that would reduce the time required to process invoices, allow for more competitive pricing (due to faster payment) and increase the oversight on requisition orders. A vendor has been selected and the

program will begin as a pilot in one department this fall, however, union approval of expanding of job responsibilities is required prior to implantation.

S) Vehicle Pool: Policy Amendment 2

See page 29 for full report.

T) Cell Phone: Policy Amendment 3

See page 31 for full report.

U) Capital Budget Plan and Refunding Bonds: Policy Amendment 8

In October, the City's Bond Ratings were reaffirmed with a stable outlook. Based upon this positive result the City refinanced previously issued debt. That will result in both short term and long term savings of \$375,540 in FY 11 and over \$90k for each of the next three years for a total savings of \$752,903.

V) Non-Personnel Departmental Savings Review:

The non-personnel freeze memo was distributed and all unencumbered non personnel funds frozen. Funds will only be released for emergency expenditures.

**SUMMARY OF TAX COLLECTIONS
FISCAL YEAR 2010-11
NOVEMBER**

CATEGORY	(1) FY 09-10 COLLECTIONS TO 12-3-09	(2) FY 10-11 TAX BUDGET	(3) FY 10-11 COLLECTIONS TO 12-3-10	(5) 2010-11 PERCENT COLLECTED {3}/{2}
<i>I. CURRENT TAXES</i>				
REAL ESTATE, PERSONAL PROPERTY & MOTOR VEHICLES	107,153,260	210,710,810	113,375,057	53.81%
SUPPLEMENTAL MOTOR VEHICLE	-	2,000,000	-	0.00%
CURRENT INTEREST	336,211	1,000,000	374,284	37.43%
TAX INITIATIVES		500,000		0.00%
SUB-TOTAL CURRENT COLLECTIONS	107,489,471	214,210,810	113,749,341	53.10%
<i>II. DELINQUENT COLLECTIONS</i>				
DELINQUENT TAXES	1,009,400	1,000,000	877,504	87.75%
DELINQUENT INTEREST	332,537	1,000,000	219,398	21.94%
SUB-TOTAL DELINQUENT COLLECTIONS	1,341,937	2,000,000	1,096,902	54.85%
GRAND TOTAL - TAX COLLECTIONS	108,831,408	216,210,810	114,846,243	53.12%

**SUMMARY OF INVESTMENTS
FISCAL YEAR 2010-11
NOVEMBER**

GENERAL FUND INVESTMENTS						
Fund Type	Bank	Term/ Days	Rate	Type	Principal Amount	Interest Amount
EDUCATION	WEBSTER	Daily	0.00%	SWEEP	N/A	-
GENERAL	CITIZENS	Daily	0.14%	MMA	1,938,386	302
CAPITAL	DREYFUS	Daily	0.05%	MMA	29,460,348	1,121
GENERAL	CLASS	Daily	0.17%	MMA	6,288,937	842
CWF	CLASS	Daily	0.17%	MMA	560,090	91
GENERAL-TR	CLASS	Daily	0.17%	MMA	950,437	75
GENERAL-Cirma	CLASS	Daily	0.17%	MMA	958,974	193
GENERAL	TD BANK	Daily	0.35%	MMA	1,920,302	3,010
GENERAL	STIF	Daily	0.23%	MMA	1,308,711	494
UNION STATION	STIF	Daily	0.23%	MMA	832,742	157
						6,284

SPECIAL FUND INVESTMENTS						
Fund Type	Bank	Term/ Days	Rate	Type	Principal Amount	Interest Amount
SELF INS. RES.	STIF	Daily	0.23%	MMA	294	0
SPECIAL FUNDS	CLASS	Daily	0.17%	MMA	1,401,582	198
						198

**SUMMARY OF OUTSTANDING DEBT
FISCAL YEAR 2010-11
NOVEMBER**

	Bonds Outstanding as of 6/30/10	Principal Retired 7/10-10/10	Principal Retired in November 2010	FY2011 G.O. Bonds and QZAB Bonds	Outstanding Balance November 30, 2010
General Obligation					
City	187,775,991	1,037,255	6,908,733		179,830,003
Education	322,594,430	1,027,745	10,456,267		311,110,417
Outstanding Balance	November 30, 2010				490,940,421

Includes: General Obligation and Qualified Zone Academy Bonds

CWF bonds are no longer in City's name.
As of 7/1/07, CWF debt became a cost sharing agreement.

**SUMMARY OF OVERTIME BY DEPARTMENT, BY WEEK
FISCAL YEAR 2010-11
NOVEMBER**

AGENCY	w/e 11-5-10	w/e 11-12-10	w/e 11-19-10	w/e 11-26-10	Gross Overtime
111 - LEGISLATIVE SERVICES	-	137	149	-	285
133 - CORP COUNSEL	-	44	-	44	88
152 - LIBRARY	209	277	277	142	905
160 - PARKS & RECREATION	2,814	2,253	6,373	5,789	17,229
161 - CITY/TOWN CLERK	910	735	-	-	1,645
162 - REGISTRAR OF VOTERS	2,089	1,731	-	-	3,819
200- PUBLIC SAFETY COMMUNI.	17,836	20,339	26,736	17,513	82,424
201- POLICE	113,362	92,661	104,298	77,043	387,364
202- FIRE	64,796	58,243	53,660	46,912	223,611
301 - HEALTH	943	-	154	58	1,155
501 - PUBLIC WORKS	5,301	4,371	15,574	6,235	31,481
702- CITY PLAN	196	73	-	246	515
704 - TRAFFIC & PARKING	4,058	3,863	3,784	2,854	14,559
721- OBIE	-	438	84	-	522
747 - LCI	483	-	695	280	1,458
900 - EDUCATION	42,458	40,081	40,995	51,793	175,327
TOTAL	255,455	225,245	252,779	208,909	942,388

SUMMARY OF OVERTIME BY DEPARTMENT, BY MONTH
FY 2010-11
NOVEMBER

AGENCY	JULY	AUG.	SEPT.	OCT.	NOV.	GROSS EXPEND.	Reimbursements Year to date	Net Total	BUDGET	BALANCE
111 - LEGISLATIVE SERV	149	199	87	335	285	1,055	-	1,055	3,000	1,945
133- CORP COUNSEL	99	88	132	44	88	451	-	451	800	349
137 - FINANCE	688	1,218	81	-	-	1,987	-	1,987	31,200	29,213
139 - ASSESSOR'S OFC	-	-	-	-	-	-	-	-	500	500
152 - LIBRARY	209	58	609	685	905	2,466	-	2,466	8,500	6,034
160 - PARKS	45,498	42,028	40,102	16,027	17,229	160,884	(12,906)	147,978	153,300	5,322
161 - CITY/TOWN CLERK	-	775	-	341	1,645	2,761	-	2,761	7,500	4,739
162 - REG. OF VOTERS	741	4,719	-	3,030	3,819	12,309	-	12,309	8,000	(4,309)
200- PUBLIC SAFETY COMM	51,654	57,823	80,297	69,660	82,424	341,858	(149,999)	191,859	465,000	273,141
201- POLICE	399,920	515,844	530,426	468,695	387,364	2,302,249	(75,527)	2,226,722	2,689,189	462,467
202- FIRE	325,910	389,251	349,968	224,135	223,611	1,512,875	(426)	1,512,449	2,501,300	988,851
301 - HEALTH	2,086	3,619	3,441	2,393	1,155	12,694	-	12,694	20,000	7,306
501- PUBLIC WORKS	39,176	33,038	45,672	30,236	31,481	179,603	-	179,603	558,655	379,052
702- CITY PLAN	1,339	182	1,171	1,711	515	4,918	-	4,918	15,000	10,082
704 - TRAFFIC & PARKING	13,652	12,529	25,936	18,103	14,559	84,779	(1,313)	83,466	89,000	5,534
721 - OBIE	186	257	387	822	522	2,174	-	2,174	10,000	7,826
747 - LCI	1,246	1,932	2,222	1,586	1,458	8,444	-	8,444	18,913	10,469
900 - EDUCATION	44,322	195,603	245,532	196,231	175,327	857,015	(65,383)	791,632	1,850,000	1,058,368
TOTAL	926,875	1,259,163	1,326,063	1,034,034	942,387	5,488,522	(305,554)	5,182,968	8,429,857	3,246,889

SPECIAL FUND EXPENDITURE AND REVENUE PROJECTION **EXPLANATION**

Please note that expenditure and revenue projections contained in this report are estimates based upon information currently available.

The Agencies listed below have significant budget variances that we feel warrant an explanation.

Surplus Explanation

If a large surplus exists in a special fund, it is usually the result of a multi-year award. Multi year awards are based on the completion of a project or the period of time approved for the operation of a particular program rather than the City's fiscal year.

SPECIAL FUND EXPENDITURE PROJECTION REPORT
FISCAL YEAR 2010-11
NOVEMBER

AGENCY FUND	{1} FY 09-10 APPROVED BUDGET 7/1/2010	{2} FY 09-10 ADJUSTED BUDGET AS OF 11/30/2010	{3} TOTAL EXPENDITURES & ENCUMBRANCES 11/30/2010	{4} PROJECTED EXPENDITURES	{5} SURPLUS (DEFICIT) {2} - {4}
131 MAYORS OFFICE					
2034 CONTROLLER'S REVOLVING FUND	4,000	7,304	0	7,304	0
2173 PRISON REENTRY PROGRAM	190,924	190,924	91,969	182,134	8,789
CHIEF ADMINISTRATIVE OFFICE TOTAL	194,924	198,228	91,969	189,439	8,789
132 CHIEF ADMINISTRATOR'S OFFICE					
2029 EMERGENCY MANAGEMENT	56,888	234,094	50,681	113,669	120,425
2063 MISC FEDERAL GRANTS	0	126,401	18,823	126,401	0
2174 ENERGY EFFICIENCY BLOCK GRANT	0	999,044	196,791	649,856	349,189
2176 ARRA PORT SECURITY GRANT	0	1,099,629	1,099,629	1,099,629	0
CHIEF ADMINISTRATIVE OFFICE TOTAL	56,888	2,459,168	1,365,923	1,989,555	469,614
137 DEPARTMENT OF FINANCE					
2142 CITY PROPERTY FUND	95,463	95,463	35,556	95,463	0
2143 CONTROLLERS SPECIAL FUND	148,526	129,858	47,069	129,858	0
2172 HOMELESS PREV RAPID RE-HOUSING	0	131,073	66,242	131,073	0
2925 COMMUNITY DEVEL BLOCK GRANT	565,206	821,917	182,972	821,917	0
2926 CDBG RECOVERY PROGRAM	0	63,281	63,281	63,281	0
DEPARTMENT OF FINANCE TOTAL	809,195	1,241,592	395,120	1,241,592	0
152 LIBRARY					
2062 MISC PRIVATE GRANTS	83,628	83,735	15,843	83,735	0
LIBRARY TOTAL	83,628	83,735	15,843	83,735	0
160 PARKS & RECREATION					
2044 LIGHTHOUSE CAROUSEL EVENT FUND	181,794	202,374	133,347	187,258	15,116
2063 MISC FEDERAL GRANTS	0	1,726	0	1,726	0
2100 PARKS SPECIAL RECREATION ACCT	74,323	289,227	99,808	157,293	131,934
2133 MISC STATE GRANTS	420	420	0	420	0
2925 COMMUNITY DEVEL BLOCK GRANT	104,646	105,327	38,295	105,327	0
PARKS & RECREATION TOTAL	361,183	599,074	271,451	452,024	147,050
162 REGISTRAR OF VOTERS					
2152 DEMOCRACY FUND	0	345,362	6,145	50,000	295,362
REGISTRAR OF VOTERS TOTAL	0	345,362	6,145	50,000	295,362
200 PUBLIC SAFETY COMMUNICATIONS					
2030 C - MED	1,583,738	1,683,738	679,779	1,683,738	0
2220 FIRE REGIONAL COMMUNICATIONS	557,460	685,744	294,046	685,744	0
PUBLIC SAFETY COMMUNICATIONS TOTAL	2,141,198	2,369,482	973,825	2,369,482	0
201 POLICE SERVICES					
2085 THE HUMANE COMMISSION	0	32	0	32	0
2134 POLICE APPLICATION FEES	35,000	35,000	2,700	35,000	0
2150 HOMELAND SECURITY GRANTS	0	54,098	3,125	54,098	0
2175 LAW ENFORCEMENT TECH GRANT	0	969,963	712,861	797,311	172,652
2211 LOCAL LAW ENFOR BLOCK GRANT	0	52,355	20,151	52,355	0
2213 ANIMAL SHELTER	80,572	96,813	6,089	96,813	0
2214 POLICE N.H. REGIONAL PROJECT	234,780	274,413	104,138	274,413	0
2216 POLICE YOUTH ACTIVITIES	0	22,674	530	22,674	0
2217 POLICE EQUIPMENT FUND	1,500	44,769	0	44,769	0
2218 POLICE FORFEITED PROP FUND	92,000	167,537	83,830	167,537	0
2224 MISC POLICE DEPT GRANTS	0	3,586	0	3,586	0
2225 MISC POLICE DEPT FEDERAL GRANT	0	61,982	6,440	61,982	0
2227 JUSTICE ASSISTANCE GRANT PROG	547,810	639,504	127,966	639,504	0
2228 COPS-AMERICAN RECOVERY ACT	0	3,733,125	490,060	1,866,563	1,866,563
2281 STATE FORFEITURE FUND	0	104,225	27,581	104,225	0
POLICE SERVICES TOTAL	991,662	6,260,075	1,585,471	4,220,860	2,039,215

SPECIAL FUND EXPENDITURE PROJECTION REPORT
FISCAL YEAR 2010-11
NOVEMBER

AGENCY FUND	{1} FY 09-10 APPROVED BUDGET 7/1/2010	{2} FY 09-10 ADJUSTED BUDGET AS OF 11/30/2010	{3} TOTAL EXPENDITURES & ENCUMBRANCES 11/30/2010	{4} PROJECTED EXPENDITURES	{5} SURPLUS (DEFICIT) {2} - {4}
202 FIRE SERVICES					
2034 CONTROLLER'S REVOLVING FUND	0	1,383	0	1,383	0
2063 MISC FEDERAL GRANTS	0	591,372	591,372	591,372	0
2108 FIRE APPLICATION FEES	0	17,026	15,086	17,026	0
FIRE SERVICES TOTAL	0	609,782	606,458	609,782	0
301 HEALTH DEPARTMENT					
2017 COMMUNITY FOUNDATION	127,254	127,254	35,424	115,715	11,539
2028 STD CONTROL	311,869	324,686	136,976	324,686	0
2031 MATERNAL & CHILD HEALTH	403,936	403,936	132,322	403,936	0
2038 STATE HEALTH SUBSIDY	145,929	155,727	60,043	155,727	0
2040 COMMUNICABLE DISEASE CONTROL	92,109	178,607	58,693	178,607	0
2048 HEALTH DEPT GRANTS	114,802	111,519	15,514	111,519	0
2070 HUD LEAD BASED PAINT	0	470,549	207,829	470,549	0
2073 HOUSING OPP FOR PERSONS WITH	1,052,453	1,099,919	1,084,246	1,099,919	0
2080 LEAD POISONING PREVENTION	65,576	139,367	64,920	139,367	0
2084 RYAN WHITE - TITLE I	0	5,298,591	4,999,296	5,298,591	0
2096 MISCELLANEOUS GRANTS	26,000	203,839	157,594	203,839	0
2138 STATE BIOTERRORISM GRANTS	0	87,339	29,207	87,339	0
2161 CHILDREN'S TRUST FUND	248,517	277,816	80,760	277,816	0
2164 HIV/AIDS HEALTH CARE SUPPORT	0	40,994	0	40,994	0
2172 HOMELESS PREV RAPID RE-HOUSING	0	839,275	839,275	839,275	0
2925 COMMUNITY DEVEL BLOCK GRANT	172,117	302,134	105,812	284,799	17,335
PUBLIC HEALTH TOTAL	2,760,561	10,079,952	8,008,392	10,051,079	28,874
302 FAIR RENT					
2925 COMMUNITY DEVEL BLOCK GRANT	2,166	2,166	0	2,166	0
FAIR RENT TOTAL	2,166	2,166	0	2,166	0
303 ELDERLY SERVICES					
2032 SOCIAL SERVICES BLOCK GRANT	0	85	0	85	0
2925 COMMUNITY DEVEL BLOCK GRANT	74,082	78,862	49,019	75,435	3,427
ELDERLY SERVICES TOTAL	74,082	78,947	49,019	75,520	3,427
304 YOUTH SERVICES					
2035 YOUTH SERVICES BUREAU	133,031	133,031	39,850	133,031	0
2050 ECONOMIC DEV. REVOLVING FUND	42,720	42,720	42,720	42,720	0
2146 YOUTH AT WORK	1,240,566	2,010,975	1,110,433	2,010,975	0
2153 MAYORS YOUTH INITIATIVE	387,175	1,113,529	147,117	1,113,529	0
2156 UNINSURED YOUTH	52,978	122,978	30,637	122,978	0
2158 MAYORS TASK FORCE FOR TPP	0	1,262	48	1,262	0
2159 STREET OUTREACH WORKER PROGRAM	60,000	15,919	919	15,919	0
2925 COMMUNITY DEVEL BLOCK GRANT	308,088	308,088	308,088	308,088	0
YOUTH SERVICES TOTAL	2,224,558	3,748,501	1,679,812	3,748,501	0
305 SERVICES TO PERSONS WITH DISABILITIES					
2096 MISCELLANEOUS GRANTS	0	26,552	0	26,552	0
2133 MISC STATE GRANTS	0	6,479	4,900	6,479	0
2150 HOMELAND SECURITY GRANTS	0	30,000	0	30,000	0
PERSONS WITH DISABILITIES TOTAL	0	63,031	4,900	63,031	0

SPECIAL FUND EXPENDITURE PROJECTION REPORT
FISCAL YEAR 2010-11
NOVEMBER

AGENCY FUND	{1} FY 09-10 APPROVED BUDGET 7/1/2010	{2} FY 09-10 ADJUSTED BUDGET AS OF 11/30/2010	{3} TOTAL EXPENDITURES & ENCUMBRANCES 11/30/2010	{4} PROJECTED EXPENDITURES	{5} SURPLUS (DEFICIT) {2} - {4}
308 COMMUNITY SERVICES ADMINISTRATION					
2020 FOOD STAMP EMPLOYMNT & TRAINING	160,872	249,442	3,344	249,442	0
2041 SAGA SUPPORT SERVICES	161,736	195,401	78,496	195,401	0
2050 ECONOMIC DEV. REVOLVING FUND	40,000	40,000	0	40,000	0
2062 MISC PRIVATE GRANTS	0	5,059	0	5,059	0
2065 MCKINNEY - HUD HOMELESS CTR	162,157	186,254	183,354	186,254	0
2066 INNO. HOMELESS INITIATIVE	0	5,918	0	0	5,918
2095 SAGA SUPPORT SERVICES FUND	0	12,864	615	12,864	0
2137 REDUCE ALCOHOL ABUSE BOE	0	5,535	0	0	5,535
2160 MUNICIPAL ID PRGORAM	7,500	2,846	91	2,846	0
2925 COMMUNITY DEVEL BLOCK GRANT	190,449	192,306	179,766	190,449	1,857
COMMUNITY SERVICES ADMIN TOTAL	722,714	895,625	445,665	882,315	13,311
501 PUBLIC WORKS					
2926 CDBG RECOVERY PROGRAM	0	534,516	534,516	534,516	0
PUBLIC WORKS TOTAL	0	534,516	534,516	534,516	0
702 CITY PLAN					
2013 BROADWAY CONSTRUCTION PROGRAM	0	145,336	0	145,336	0
2022 CITY PLAN CAM URBAN WATER	0	492	0	492	0
2053 EDI SPECIAL PROJECTS GRANT	0	337	0	337	0
2091 LONG WHARF PIER	0	255	0	255	0
2110 FARMINGTON CANAL LINE	0	1,110,911	615,488	1,110,911	0
2133 MISC STATE GRANTS	0	365,055	289,575	365,055	0
2140 LONG WHARF PARCELS G AND H	0	4,994,698	3,930,297	4,994,698	0
2179 RT 34 RECONSTRUCTION	0	3,632,000	1,296,040	3,632,000	0
2925 COMMUNITY DEVEL BLOCK GRANT	237,362	238,703	88,250	238,703	0
CITY PLAN TOTAL	237,362	10,487,787	6,219,650	10,487,787	0
704 TRAFFIC AND PARKING					
2034 CONTROLLER'S REVOLVING FUND	180,096	158,767	4,969	58,064	100,703
2925 COMMUNITY DEVEL BLOCK GRANT	65,125	65,125	0	65,125	0
NEW ARRA DOWNTOWN CONTROLLER	100,000	100,000	0	100,000	0
TRAFFIC AND PARKING TOTAL	345,221	323,892	4,969	223,189	100,703
705 COMM. ON EQUAL OPPORTUNITIES					
2042 CEO SCHOOL CONSTRUCTION PROG	1,417,720	1,644,521	171,840	1,644,521	0
2178 CONSTRUCTION WORKFORCE INIT	125,000	125,000	17,419	125,000	0
EQUAL OPPORTUNITIES TOTAL	1,542,720	1,769,521	189,259	1,769,521	0

SPECIAL FUND EXPENDITURE PROJECTION REPORT
FISCAL YEAR 2010-11
NOVEMBER

AGENCY FUND		{1} FY 09-10 APPROVED BUDGET 7/1/2010	{2} FY 09-10 ADJUSTED BUDGET AS OF 11/30/2010	{3} TOTAL EXPENDITURES & ENCUMBRANCES 11/30/2010	{4} PROJECTED EXPENDITURES	{5} SURPLUS (DEFICIT) {2} - {4}
724	ECONOMIC DEVELOPMENT					
	2018 EMPOWERMENT ZONE	0	54,139	54,139	54,139	0
	2023 MILL RIVER MDP	0	507	507	507	0
	2049 CULTURAL AFFAIRS OUTREACH PROG	0	65,853	24,344	65,853	0
	2050 ECONOMIC DEV. REVOLVING FUND	192,466	466,715	53,978	466,715	0
	2057 MILL RIVER INDUSTRIAL PARK	0	239	0	0	239
	2062 MISC PRIVATE GRANTS	0	1,739	0	0	1,739
	2064 RIVER STREET MUNICIPAL DEV PRJ	0	2,910,087	2,756,673	2,910,087	0
	2083 9TH SQ - MCCORMACK & BARON	0	55	0	55	0
	2115 MACY'S ACQUISITION	0	5,262	0	0	5,262
	2130 BUS DEV SEC 108 INVESTMENT FND	11,000	11,000	2,115	11,000	0
	2131 BUS DEV SEC 108 REPAYMENT FUND	15,000	15,000	25	15,000	0
	2132 BUS DEV ED1 FUND	30,000	30,000	5,835	30,000	0
	2139 MID-BLOCK PARKING GARAGE	0	2,126,233	0	2,126,233	0
	2149 PORT AUTHORITY	0	234,015	0	234,015	0
	2155 ECONOMIC DEVELOPMENT MISC REV	0	238,880	225,200	238,880	0
	2165 YNHH HOUSING & ECO DEVELOP	300,000	1,159,500	320,000	350,000	809,500
	2169 360 STATE STREET PROJECT	0	352,777	352,777	352,777	0
	2177 SMALL & MINORITY BUSINESS DEV	0	22,167	20,000	20,000	2,167
	2925 COMMUNITY DEVEL BLOCK GRANT	133,385	303,269	49,440	263,269	40,000
	ECONOMIC DEVELOPMENT TOTAL	681,851	7,997,437	3,865,032	7,138,531	858,906
747	LIVABLE CITY INITIATIVE					
	2009 LOWER NEWHALLVILLE	0	3,968	0	3,968	0
	2024 HOUSING AUTHORITY	268,000	201,295	72,130	201,295	0
	2050 ECONOMIC DEV. REVOLVING FUND	0	34,312	0	34,312	0
	2060 INFILL UDAG LOAN REPAYMENT	30,000	237,843	38,890	237,843	0
	2068 HUD 108 LOAN REPAYMENT	30,000	401,295	0	190,000	211,295
	2069 HOME - HUD	2,124,373	4,750,952	2,019,398	4,740,815	10,137
	2070 HUD LEAD BASED PAINT	0	1,782,512	303,639	683,073	1,099,439
	2092 URBAN ACT	0	590,342	0	0	590,342
	2094 PROPERTY MANAGEMENT	73,320	73,320	21,521	73,320	0
	2136 HUD LEAD PAINT REVOLVING FUND	30,000	232,308	91,830	232,308	0
	2148 RESIDENTIAL RENTAL LICENSES	260,000	260,000	83,882	260,000	0
	2154 CASA FAMILIA STATE HOME FUNDS	0	1,049	0	1,049	0
	2170 LCI AFFORDABLE HOUSING CONST	0	200,000	200,000	200,000	0
	2171 NEIGHBORHOOD STABILIZATION PRG	0	2,880,170	2,647,998	2,757,933	122,237
	2925 COMMUNITY DEVEL BLOCK GRANT	2,675,395	3,602,643	1,019,559	3,150,160	452,483
	LIVABLE CITY INITIATIVE TOTAL	5,491,088	15,252,010	6,498,846	12,766,077	2,485,933
	GENERAL GOV SUB-TOTAL	18,721,000	65,399,882	32,812,263	58,948,700	6,451,183

**SPECIAL FUND EXPENDITURE PROJECTION REPORT
FISCAL YEAR 2010-11
NOVEMBER**

AGENCY FUND	{1} FY 09-10 APPROVED BUDGET 7/1/2010	{2} FY 09-10 ADJUSTED BUDGET AS OF 11/30/2010	{3} TOTAL EXPENDITURES & ENCUMBRANCES 11/30/2010	{4} PROJECTED EXPENDITURES	{5} SURPLUS (DEFICIT) {2} - {4}
900 EDUCATION					
2090 CHILD DEVELOPMENT PROGRAM BOE	1,420,000	1,420,000	681,167	1,420,000	0
2101 CHILD DEV - FOOD NUTRITION	51,500	87,500	87,500	87,500	0
2501 TITLE 1 FEDERAL	33,479	42,297	13,567	42,297	0
2503 ED ADULT BASIC CASH	3,253,708	3,217,424	1,317,631	3,217,424	0
2504 PRESCHOOL HANDICAPPED	10,311,831	10,233,560	4,089,201	10,233,560	0
2505 VOC. ED. REVOLVING FUND	925,333	925,333	153,159	925,333	0
2508 MODEL LEARN. DISABILITES	567,331	564,745	152,448	564,745	0
2511 INTEGRATED ARTS CURRICULUM	3,054,671	3,056,585	1,041,628	3,056,585	0
2512 LEE H.S. PARENTING	1,522,829	1,522,829	85,835	1,522,829	0
2517 MAGNET SCHOOLS ASSISTANCE	4,853,792	6,778,020	934,051	6,778,020	0
2518 STATE BILINGUAL ED	384,979	736,465	137,550	736,465	0
2519 CAREER EXPLORATION	331,000	352,082	196,318	352,082	0
2521 EDUCATION FOOD SERVICES	11,074,738	11,074,738	3,530,486	11,074,738	0
2523 EXTENDED DAY KINDERGARTEN	9,511,314	9,510,251	7,088,517	9,510,251	0
2528 PRIVATE FOUNDATION GRTS	11,918	55,141	241	55,141	0
2531 EDUCATION CHAPTER I	12,247,108	15,158,005	3,818,057	15,158,005	0
2532 EDUCATION HEAD START	6,965,937	6,965,917	3,650,492	6,965,917	0
2534 MEDICAID REIMBURSEMENT	89,443	94,345	16,571	94,345	0
2537 GEAR-UP	243,900	243,900	4,418	243,900	0
2538 MISC. EDUCATION GRANTS	0	102,820	4,547	102,820	0
2545 FOREIGN LANGUAGE ASSISTANCE	246,967	246,967	41,250	246,967	0
2546 SCHOOL IMPROVEMENTS	2,750,000	2,750,000	506,746	2,750,000	0
2547 EDUCATION JOBS FUND	0	8,332,632	2,773,052	8,332,632	0
2551 BOARD OF ED ATHLETICS	419,349	426,154	365,827	426,154	0
2568 ED HEAD START - USDA	744,117	750,942	548,522	750,942	0
2579 84-85 PRIORITY SCHOOLS	7,866,565	8,088,398	2,659,235	8,088,398	0
2580 JOBS FOR CT YOUTH	116,599	226,640	62,694	226,640	0
EDUCATION SUB-TOTAL	78,998,408	92,963,690	33,960,708	92,963,690	0
GRAND TOTALS	97,719,408	158,363,572	66,772,971	151,912,390	6,451,183

SPECIAL FUND REVENUE PROJECTION REPORT
FISCAL YEAR 2010-11
NOVEMBER

FUND	{1} FY 10-11 APPROVED BUDGET 7/1/2010	{2} FY 10-11 ADJUSTED BUDGET AS OF 11/30/2010	{3} FY 10-11 RECOGNIZED REVENUE 11/30/2010	{4} PROJECTED REVENUE FY 10-11	{5} VARIANCE PROJECTED V. BUDGET {2} - {4}
2009 LOWER NEWHALLVILLE	0	3,968	0	3,968	0
2013 BROADWAY CONSTRUCTION PROGRAM	0	145,336	0	145,336	0
2017 COMMUNITY FOUNDATION	127,254	127,254	0	115,715	11,539
2018 EMPOWERMENT ZONE	0	54,139	54,139	54,139	0
2020 FOOD STAMP EMPLOYMNT & TRAINING	160,872	249,442	40,418	249,442	0
2022 CITY PLAN CAM URBAN WATER	0	492	0	492	0
2023 MILL RIVER MDP	0	507	0	507	0
2024 HOUSING AUTHORITY	268,000	201,295	64,180	201,295	0
2028 STD CONTROL	311,869	324,686	81,136	324,686	0
2029 EMERGENCY MANAGEMENT	56,888	234,094	56,888	113,669	120,425
2030 C - MED	1,583,738	1,683,738	623,998	1,683,738	0
2031 MATERNAL & CHILD HEALTH	403,936	403,936	95,984	403,936	0
2032 SOCIAL SERVICES BLOCK GRANT	0	85	0	85	0
2034 CONTROLLER'S REVOLVING FUND	184,096	167,454	0	66,751	100,703
2035 YOUTH SERVICES BUREAU	133,031	133,031	42,710	133,031	0
2038 STATE HEALTH SUBSIDY	145,929	155,727	145,929	155,727	0
2040 COMMUNICABLE DISEASE CONTROL	92,109	178,607	44,021	178,607	0
2041 SAGA SUPPORT SERVICES	161,736	195,401	27,053	195,401	0
2042 CEO SCHOOL CONSTRUCTION PROG	1,417,720	1,644,521	60,937	1,644,521	0
2044 LIGHTHOUSE CAROUSEL EVENT FUND	181,794	202,374	105,522	187,258	15,116
2048 HEALTH DEPT GRANTS	114,802	111,519	71,500	111,519	0
2049 CULTURAL AFFAIRS OUTREACH PROG	0	65,853	21,045	65,853	0
2050 ECONOMIC DEV. REVOLVING FUND	275,186	583,747	4,386	583,747	0
2053 EDI SPECIAL PROJECTS GRANT	0	337	0	337	0
2057 MILL RIVER INDUSTRIAL PARK	0	239	0	0	239
2060 INFILL UDAG LOAN REPAYMENT	30,000	237,843	5,135	237,843	0
2062 MISC PRIVATE GRANTS	83,628	108,933	97,591	107,194	1,739
2063 MISC FEDERAL GRANTS	0	719,499	625,300	719,499	0
2064 RIVER STREET MUNICIPAL DEV PRJ	0	2,910,087	20,202	2,910,087	0
2065 MCKINNEY - HUD HOMELESS CTR	162,157	186,254	9,880	186,254	0
2066 INNO. HOMELESS INITIATIVE	0	5,918	0	0	5,918
2068 HUD 108 LOAN REPAYMENT	30,000	401,295	124	190,000	211,295
2069 HOME - HUD	2,124,373	4,750,952	813,845	4,740,815	10,137
2070 HUD LEAD BASED PAINT	0	2,253,061	278,370	1,153,622	1,099,439
2073 HOUSING OPP FOR PERSONS WITH	1,052,453	1,099,919	255,292	1,099,919	0
2080 LEAD POISONING PREVENTION	65,576	139,367	32,788	139,367	0
2083 9TH SQ - MCCORMACK & BARON	0	55	0	55	0
2084 RYAN WHITE - TITLE I	0	5,298,591	1,823,721	5,298,591	0
2085 THE HUMANE COMMISSION	0	32	0	32	0
2090 CHILD DEVELOPMENT PROGRAM BOE	1,420,000	1,420,000	511,276	1,420,000	0
2091 LONG WHARF PIER	0	255	0	255	0
2092 URBAN ACT	0	590,342	0	0	590,342
2094 PROPERTY MANAGEMENT	73,320	73,320	1,000	73,320	0
2095 SAGA SUPPORT SERVICES FUND	0	12,864	0	12,864	0
2096 MISCELLANEOUS GRANTS	26,000	230,391	0	230,391	0
2100 PARKS SPECIAL RECREATION ACCT	74,323	289,227	37,724	157,293	131,934
2101 CHILD DEV - FOOD NUTRITION	51,500	87,500	13,077	87,500	0
2108 FIRE APPLICATION FEES	0	17,026	850	17,026	0
2110 FARMINGTON CANAL LINE	0	1,110,911	34,653	1,110,911	0
2115 MACY'S ACQUISITION	0	5,262	0	0	5,262
2130 BUS DEV SEC 108 INVESTMENT FND	11,000	11,000	11,000	11,000	0
2131 BUS DEV SEC 108 REPAYMENT FUND	15,000	15,000	1,759	15,000	0
2132 BUS DEV ED1 FUND	30,000	30,000	22,780	30,000	0

SPECIAL FUND REVENUE PROJECTION REPORT
FISCAL YEAR 2010-11
NOVEMBER

FUND	{1} FY 10-11 APPROVED BUDGET 7/1/2010	{2} FY 10-11 ADJUSTED BUDGET AS OF 11/30/2010	{3} FY 10-11 RECOGNIZED REVENUE 11/30/2010	{4} PROJECTED REVENUE FY 10-11	{5} VARIANCE PROJECTED V. BUDGET {2} - {4}
2133 MISC STATE GRANTS	420	371,954	24,000	371,954	0
2134 POLICE APPLICATION FEES	35,000	35,000	0	35,000	0
2136 HUD LEAD PAINT REVOLVING FUND	30,000	232,308	0	232,308	0
2137 REDUCE ALCOHOL ABUSE BOE	0	5,535	0	0	5,535
2138 STATE BIOTERRORISM GRANTS	0	87,339	0	87,339	0
2139 MID-BLOCK PARKING GARAGE	0	2,126,233	0	2,126,233	0
2140 LONG WHARF PARCELS G AND H	0	4,994,698	600,684	4,994,698	0
2142 CITY PROPERTY FUND	95,463	95,463	0	95,463	0
2143 CONTROLLERS SPECIAL FUND	148,526	129,858	0	129,858	0
2146 YOUTH AT WORK	1,240,566	2,010,975	1,163,852	2,010,975	0
2148 RESIDENTIAL RENTAL LICENSES	260,000	260,000	38,900	260,000	0
2149 PORT AUTHORITY	0	234,015	0	234,015	0
2150 HOMELAND SECURITY GRANTS	0	84,098	0	84,098	0
2152 DEMOCRACY FUND	0	345,362	0	50,000	295,362
2153 MAYORS YOUTH INITIATIVE	387,175	1,113,529	880,785	1,113,529	0
2154 CASA FAMILIA STATE HOME FUNDS	0	1,049	0	1,049	0
2155 ECONOMIC DEVELOPMENT MISC REV	0	238,880	0	238,880	0
2156 UNINSURED YOUTH	52,978	122,978	70,000	122,978	0
2158 MAYORS TASK FORCE FOR TPP	0	1,262	0	1,262	0
2159 STREET OUTREACH WORKER PROGRAM	60,000	15,919	0	15,919	0
2160 MUNICIPAL ID PRGORAM	7,500	2,846	2,846	2,846	0
2161 CHILDREN'S TRUST FUND	248,517	277,816	62,129	277,816	0
2164 HIV/AIDS HEALTH CARE SUPPORT	0	40,994	0	40,994	0
2165 YNHH HOUSING & ECO DEVELOP	300,000	1,159,500	300,000	350,000	809,500
2170 LCI AFFORDABLE HOUSING CONST	0	200,000	0	200,000	0
2171 NEIGHBORHOOD STABILIZATION PRG	0	2,880,170	975,843	2,757,933	122,237
2172 HOMELESS PREV RAPID RE-HOUSING	0	970,348	161,639	970,348	0
2173 PRISON REENTRY PROGRAM	190,924	190,924	22,221	182,134	8,789
2174 ENERGY EFFICIENCY BLOCK GRANT	0	999,044	86,413	649,856	349,189
2175 LAW ENFORCEMENT TECH GRANT	0	969,963	20,176	797,311	172,652
2176 ARRA PORT SECURITY GRANT	0	1,099,629	0	1,099,629	0
2177 SMALL & MINORITY BUSINESS DEV	0	22,167	20,000	20,000	2,167
2178 CONSTRUCTION WORKFORCE INIT	125,000	125,000	0	125,000	0
2179 RT 34 RECONSTRUCTION	0	3,632,000	86,275	3,632,000	0
2211 LOCAL LAW ENFOR BLOCK GRANT	0	52,355	16	52,355	0
2213 ANIMAL SHELTER	80,572	96,813	6,574	96,813	0
2214 POLICE N.H. REGIONAL PROJECT	234,780	274,413	208,800	274,413	0
2216 POLICE YOUTH ACTIVITIES	0	22,674	0	22,674	0
2217 POLICE EQUIPMENT FUND	1,500	44,769	702	44,769	0
2218 POLICE FORFEITED PROP FUND	92,000	167,537	7,901	167,537	0
2220 FIRE REGIONAL COMMUNICATIONS	557,460	685,744	277,797	685,744	0
2224 MISC POLICE DEPT GRANTS	0	3,586	0	3,586	0
2225 MISC POLICE DEPT FEDERAL GRANT	0	61,982	1,238	61,982	0
2227 JUSTICE ASSISTANCE GRANT PROG	547,810	639,504	427,412	639,504	0
2228 COPS-AMERICAN RECOVERY ACT	0	3,733,125	422,456	1,866,563	1,866,563
2281 STATE FORFEITURE FUND	0	104,225	13,012	104,225	0
2501 TITLE 1 FEDERAL	33,479	42,297	8,819	42,297	0
2503 ED ADULT BASIC CASH	3,253,708	3,217,424	2,089,693	3,217,424	0
2504 PRESCHOOL HANDICAPPED	10,311,831	10,233,560	1,897,185	10,233,560	0
2505 VOC. ED. REVOLVING FUND	925,333	925,333	0	925,333	0
2508 MODEL LEARN. DISABILITES	567,331	564,745	97,941	564,745	0
2511 INTEGRATED ARTS CURRICULUM	3,054,671	3,056,585	274,243	3,056,585	0
2512 LEE H.S. PARENTING	1,522,829	1,522,829	3,980	1,522,829	0

**SPECIAL FUND REVENUE PROJECTION REPORT
FISCAL YEAR 2010-11
NOVEMBER**

FUND	{1} FY 10-11 APPROVED BUDGET 7/1/2010	{2} FY 10-11 ADJUSTED BUDGET AS OF 11/30/2010	{3} FY 10-11 RECOGNIZED REVENUE 11/30/2010	{4} PROJECTED REVENUE FY 10-11	{5} VARIANCE PROJECTED V. BUDGET {2} - {4}
2517 MAGNET SCHOOLS ASSISTANCE	4,853,792	6,778,020	533,431	6,778,020	0
2518 STATE BILINGUAL ED	384,979	736,465	89,269	736,465	0
2519 CAREER EXPLORATION	331,000	352,082	188,775	352,082	0
2521 EDUCATION FOOD SERVICES	11,074,738	11,074,738	2,652,242	11,074,738	0
2523 EXTENDED DAY KINDERGARTEN	9,511,314	9,510,251	2,813,719	9,510,251	0
2528 PRIVATE FOUNDATION GRTS	11,918	55,141	9,000	55,141	0
2531 EDUCATION CHAPTER I	12,247,108	15,158,005	1,401,010	15,158,005	0
2532 EDUCATION HEAD START	6,965,937	6,965,917	2,296,696	6,965,917	0
2534 MEDICAID REIMBURSEMENT	89,443	94,345	16,963	94,345	0
2537 GEAR-UP	243,900	243,900	0	243,900	0
2538 MISC. EDUCATION GRANTS	0	102,820	5,140	102,820	0
2545 FOREIGN LANGUAGE ASSISTANCE	246,967	246,967	25,445	246,967	0
2546 SCHOOL IMPROVEMENTS	2,750,000	2,750,000	153,272	2,750,000	0
2547 EDUCATION JOBS FUND	0	8,332,632	2,238,721	8,332,632	0
2551 BOARD OF ED ATHLETICS	419,349	426,154	0	426,154	0
2568 ED HEAD START - USDA	744,117	750,942	105,205	750,942	0
2579 84-85 PRIORITY SCHOOLS	7,866,565	8,088,398	1,597,411	8,088,398	0
2580 JOBS FOR CT YOUTH	116,599	226,640	58,682	226,640	0
2925 COMMUNITY DEVEL BLOCK GRANT	4,528,021	6,020,540	1,650,865	5,505,438	515,102
2926 CDBG RECOVERY PROGRAM	0	597,797	597,797	597,797	0
NEW ARRA DOWNTOWN CONTROLLER	100,000	100,000	0	100,000	0
TOTAL	97,719,408	158,363,572	32,869,489	151,958,490	6,405,083

**SUMMARY OF PERSONNEL HIRING
FISCAL YEAR 2010-11
NOVEMBER**

Date	Fund	Dept /Pos #	Title	Last Name	First Name	Salary
11-8-10	GF	Health/#2000	Financial Administrative Assistant	DeZutter	Pamela	42,456
11-22-10	GF	Health/#740	Registrar of Vital Statistics	Wilson	Lisa	61,419
11-15-10	GF	LCI/#1020	Clerk Typist (Transfer from Health)	Alvia	Lizet	35,351
11-8-10	GF	Public Safety Comm/#330	911 Operator/Dispatcher	Tompkins	Zipporah	39,173
11-8-10	GF	Public Safety Comm/#340	911 Operator/Dispatcher	Vuolo	Michael	39,173
Part -Timer/Seasonal						
11-8-10	GF	City/Town Clerk	Student Intern	Panzo	Kristen	13.00
11-9-10	GF	Finance	Student Intern	Gibbs	Renae	12.00
11-15-10	GF	Library	Library Aide	Beckett	William	13.60
11-22-10	GF	Library	Library Aide	Cochran	Lucy	13.60
11-8-10	GF	Parks	Seasonal Caretaker	Dorsey	Michael	10.00

**SUMMARY OF TRAVEL
FISCAL YEAR 2010-11
NOVEMBER**

	Funding Source	\$	Person Traveling	Destination	Purpose
GENERAL FUND					
No Travel					
SPECIAL FUND					
Police	Federal	\$ 695	Det. J. Armistead & J. Weted	UNH	Advanced fingerprint & palm print identification
Police	Federal	\$ 3,210	Asst. Chief A. Melendez and Sgt. R. Rodriguez	San Antonio Texas	To attend the HAPCOA annula confernce about empowerment through training

**SUMMARY OF GRANTS ACCEPTED BY THE CITY
FISCAL YEAR 2010-11
NOVEMBER**

Name of Grant/Source	Value	Recipient Department	Date Signed	Description of Grant
DUI Enforcement Grant - CY DOT	228,400	Police	11-12-10	50% reimbursement for the actual cost of salaries & fringe benefits during Thanksgiving, Christmas and the New Years Holidays

**SUMMARY OF BUDGET TRANSFERS
FISCAL YEAR 2010-11
NOVEMBER**

<i>Department</i>	<i>Trans. #</i>	<i>\$</i>	<i>Line Item From</i>	<i>Line Item To</i>
Police Police to Public Works Per Labor Agreement	697	5,700	Other Cntrl	Sewer Usage
	Transfer of funding and individual from 201-2130-50110 #5100 \$41,451 to 501-8070-50110-#10001 Maint/Spare Bridge Tender			

Policy Amendment Number 2
Vehicle Pool Usage Report

Each department is to submit a report, within six months, concerning City vehicle usage and recommendations on how to reduce the cost of these vehicles. The report is to include the number of vehicles, how often they are used and who is using them.

As the majority of vehicles are managed and maintained by the Department of Public Works a committee comprised of the Director of Public Works, the Fleet Manager, Chief Administrative Officer, Chief of Staff and Director of Transportation Traffic and Parking was convened to review current fleet use and develop a report to fulfill this requirement.

Process:

Physical vehicle inventories were conducted by TT&P, DPW, HANH, NHPA and Parks and vehicles (VIN) were matched to license plates, identifying a total of 505 vehicles (see page 30) as owned, operated and maintained by six (6) City departments and two (2) quasi government agencies. Twenty four (24) of those vehicles have been junked and/or taken out of service. Overnight usage was reexamined (with contractual considerations being reviewed). New Electronic keys were instituted to track gasoline usage by user and/or vehicle identification number. A 3,000 mile maintenance program has been established to maximize the life use of the existing fleet.

Usage:

The movements of fleet vehicles from pool lots were reviewed to determine usage. The utilization survey resulted in the removal of the 24 vehicles and the proposed reduction of up to 25 vehicles to be supplemented with Zipcar service to cover the intermittent use of this compliment of cars.

Next Steps:

The review will now extend to public safety fleet and all of the Fire and Police Departments vehicles will be inventoried by house number and locations.

The goal is to reduce and/or eliminate another twenty-five (25) fleet vehicles stored at the State Street parking lot and replace them with a pool of ten (10) rentals through a Zipcar service. During the next thirty (30) days the Office of Sustainability, along with Public Works will further investigate the City's options for such an agreement to reduce cost, optimize our fleet, reduce risk, use fuel-efficient cars and keep pollutants out of air and water.

Savings:

The new electronic keys are anticipated to save approximately \$30,000 in gas savings. The reduction of the fleet is anticipated to reduce expenditures approximately \$500,000 over the next 4 to 5 years as the replacement of those vehicles is eliminated.

	Vehicle Type														Total Vehicles	Junked/Inoperable	Go Home	Overnight Privileges	Comments
	Cars	Vans/Multi-Passenger	Pickups	SUVs	Trucks	Dump Trucks	Recycle Trucks	Ground Maintenance	Refuse	Sweeper	Payloader	Trailers	Utility	Vehicles w/plows					
LCI	10		4			3									17		4	E. Johnson, F. D'Amore, R. Ramos & K. Kluth	
Parks	6	7	31	2	5	13	30			1	5	6			106	2		Levine and Hass authorized, rarely take home, Dixon utilizes take-home mainly during summer	
NHPA	4		5			1	3		2		4				19				
HANH	3	32	16	4		7	2				5				69	12	3	K. Dubois-Walton, S. Bell, & J. Miller	
Bd of Ed	5	17	8	6	7	3	7		1		2	1	7		64				
NHPD*	23			2											25	25		Chief F. Limon, 3 Assistant Chiefs, 5 Captains, 6 Lieutenants, 2 Sergeants, 2 Detectives and 6 K-9/ESU Officers.	The 25th vehicle is a rental; type can change. *Total does not include patrol or maintenance; only overnight vehicles.
Traffic/Park	6	4			3							3			16	1		J. Travers	
DPW	33	6	20	11	21	36	6	4	8	12	4	2	1		189	10	21	Mayor DeStefano, J. Prokop (DPW); R. Miller (Engineering); Dr. Garcia (Health); 10 Health staff based on 1982 labor stipulation; Dr. Asomugha (CSA); R. Manning (CSA); K. Murphy (Econ Dev); K. Gilvarg (City Plan - for full staff use); A. Rizzo (Building); M. Rispoli (Building); R. Fontana (Emergency Mgmt). <i>Note: The total includes 25 vehicles that are maintained by DPW at the State Street car pool lot and used by various departments.</i>	DPW oversees fleet of vehicles used by CAO, CSA, Corp Counsel and other departments. Vehicle data - 8 are junked; 2 are out of service; 1 pick-up truck transferred to police.
Totals	90	66	84	25	36	63	6	46	8	15	5	18	11	7	505	24	54		

NHFD: Information was not available when the chart was compiled.

Policy Amendment Number 3
Cell Phone Usage Report

Each department is to submit a report, within six months, concerning City cell phone usage. The report is to include who uses them, how the City is reimbursed for personal calls and how to reduce the cost of these phones.

As cell phones are centrally managed through the Office of the Purchasing Agent, the City convened the Cell Phone Administrative Committee consisting of the Purchasing Agent, and designees of the Controller, CAO and an end user department head to develop a comprehensive review and report to fulfill this requirement.

Process:

Each department was asked to re-justify the issuance of cell phones and to assign an estimated total monthly minutes to each employee so 1) phones are not issued where they are not necessary for the normal daily work of an employee, 2) plans can be right sized to fit needs and 3) an analysis can be conducted to determine if there is an apparent abuse of "personal calls". The full census is included in pages 32 through 36.

Plan Designs:

The City of New Haven purchases cell phones off of the State of Connecticut's Cell phone bid through Sprint. The committee has worked with Sprint to further reduce fixed price costs. The purchasing agent has worked with Sprint to minimize cost by negotiating the most competitive price per plan and to receive a discount on phones. The City benefits from a pooled minute model where the total minutes are shared between users. In addition, all plans benefit from free weekends and free nights which begin at 7pm.

Policy:

The most recent revision of the City's cell phone policy is posted to the City's website. It outlines that personal use is to be kept to a minimum. Where abuses are identified the Committee will direct the Department Head to require reimbursement from the employee. Employees are required to make any information (directory assistance) calls using a toll free alternative; the committee will direct the Department head to recoup the cost of all such calls from the employee. Any cost incurred other than for the purchase of the basic equipment and monthly usage charges will be the responsibility of the employee. Examples include: downloading ring tones, information calls, text messaging (if available), hands free devices, blue tooth devices, earpieces, and specialized device cases and belt clips.

Recommendations:

The comprehensive review did not demonstrate any wide spread abuse of City plans for personal calls. As the minutes are all pooled there are limited "overages" to the City bill. The Cell Phone Administrative Committee will forward monthly usage to Department Heads who will notify employees that demonstrate questionable usage and those Department Heads are responsible for enforcing the provisions of the Policy.

Savings:

The process has identified 6 devices to remove and reduced usage by several thousand minutes, however, due to the bundled billing model this results in only approximately \$300 of monthly savings or \$3,600 in annualized savings.

City of New Haven - Non-Sworn - Cell Phone Directory

Please update the current cell phone list for your department. Where changes are made please highlight in yellow. All cell phones are currently active and must be accounted for. Please re-justify the reason for issuance. Select from the options below:

24 Hour Call The employee is on call 24 hours a day and must be accessible to the public, media, the mayor or for emergency response coordination.

Out of Office The employee's work responsibilities take them from the office more than 50% of the time.

Other Please justify in the notes section the continued need for the issuance of a cell phone.

Also indicate the estimated number of monthly minutes required in the course of a month of business and please indicate additional needed features and explain why they are needed.

RE#	2 Way #	Telephone #	Last Name	First Name	Department	Assigned Reason	Estimated Necessary Monthly Minutes	Required Features	Notes & Further Justifications
		203-887-3149	O'Brien	Bill	Assessors	24 Hour Call	100	Blackberry (Email)	
		203-410-0357	O'Neill	Dan	Building	24-hr. on-call	1,000	direct connect	out of the office at least 60%
172*47*	10373	203-410-0373	Caplan	David	Building	24-hr. on-call	1,000	direct connect	out of the office at least 75%
172*47*	10469	203-410-0469	Corbett	Michael	Building	24-hr. on-call	1,000	direct connect	out of the office at least 75%
172*47*	10470	203-410-0470	Rispoli	Michael	Building	24-hr. on-call	Unlimited	direct connect	out of the office at least 75%
172*47*	10504	203-410-0504	Eggert	James	Building	24-hr. on-call	1,000	direct connect	out of the office at least 75%
172*47*	10532	203-410-0532	Santoro	Peter	Building	24-hr. on-call	1,000	direct connect	out of the office at least 60%
172*47*	10533	203-410-0533	Bellamy	Bobbe	Building	Other	100	direct connect	Support staff: assist Building, LCI and Public Space inspector while in field
172*47*	52012	203-410-2012	Turcio	Jim	Building	24-hr. on-call	1,000	direct connect	out of the office at least 75%
172*47*	54173	203-410-4173	Perrotti	Barbara	Building	Other	100	direct connect	Support staff: assist Building, Traffic and Public Space inspector while in field through direct connect
		203-410-5169	Rizzo	Andy	Building	24-hr. on-call	Unlimited	Blackberry (Email)	out of the office at least 60%
172*47*	56393	203-410-6393	Raffone	John	Building	24-hr. on-call	1,000	direct connect	out of the office at least 75%
174*62*	61215	203-627-3269	Walsh	Bob	Building	24-hr. on-call	1,000	direct connect	out of the office at least 75%
172*47*	15742	203-410-0543	Fontana	Rich	CAO	24 Hour Call	800	Blackberry (Email)	Dep. Director for Emergency Management
172*47*	21546	203-410-5922	Pugh	Jennifer	CAO	24 Hour Call	200	Blackberry (Email)	Dep. CAO with oversight responsibility for eight departments and emergency response duties
		203-410-8257	Smuts	Rob	CAO	24 Hour Call	400	Blackberry (Email)	Director of Emergency Management and CAO overseeing eight city departments including NHPD and NHFD
		203-410-8502	Targove	Maggie	CAO	24 Hour Call	600	Blackberry (Email)	Dep. Director for Emergency Management
		203-627-2075	EOC Base		CAO	Other			Provides emergency connection in EOC if land-lines go down
		203-675-7611	Tang	Christine	CAO	Other	200	Blackberry (Email)	Office director expected to work nights and weekends when necessary - no emergency call-in, but expected to be widely reachable after hours
		203-410-0712	Gless	Robert	CEO				
172*47*	50751	203-410-0751	Jefferson	Nicole	CEO	24 Hour Call	400	Blackberry (Email)	Executive Director on call at all times/work more than 75% of time in field
		203-410-7337	Ramos	Mo	CEO				
		203-410-7338	Washington	Charla	CEO				
172*47*	11009	203-410-7509	Pictrosimone	Jaimie	CEO	Other	100	Direct Connect	Point person for staff for emergency only for staff in field
172*47*	27625	203-410-8333	Wiggins	Hope	CEO	24 Hour Call	200	Direct Connect	On call 24 hours on site construction take work more than 50%- In the field
174*134956*	4	203-619-1522	Muniz	Lisa	CEO	24 Hour Call	200	Blackberry (Email)	On call 24 hours on site construction take work more than 50%- In the field
172*47*	27785	203-410-3518	Kaiser	Rick	CSA	Other	200	Other *	When assigned me in '99 was to be available 24 hr as the deputy director of DCFS. Phone is used for contact with office while out on program business/while traveling to meetings. Use of the phone is most heavy during tax season when working in support of the NHESC VITA program.
172*47*	1701	203-627-1585	Manning	Ron	CSA	24 Hour Call	100	Direct Connect	To conduct city business and communication efficiently
172*47*	3828	203-627-4590	Asomugha	Chisara	CSA	24 Hour Call	400	Blackberry (Email)	To be available on-call for city-related or public health emergencies, or urgent matters that may arise.
172*47*	15743	203-410-0579	Gilvarg	Karyn	City Plan	Out of Office	600	Blackberry (Email)	On call 12 hours a day and aids in scheduling.
172*47*	56123	203-515-4817	Pastore	Phillip	Corporation Counsel	24 Hour Call	600	Direct Connect	Employee must be available to the Department Head, other staff attorneys and the Mayor on an as-needed basis.
172*47*	2639	203-627-0589	Tammaro	Dominic	Corporation Counsel	Out of Office	200	Blackberry (Email)	Employee's work responsibilities take them from the office more than 50% of the time to perform investigations.
172*47*	56122	203-627-4783	Corp Counsel	Shared	Corporation Counsel	Out of Office	200	Direct Connect	Cell phone is shared among all attorneys when not in office, i.e. attending meetings and court proceedings
172*47*	56126	203-627-4784	Cooper	Vikki	Corporation Counsel	24 Hour Call	200	Blackberry (Email)	Employee must be available to the Department Head, other staff attorneys and the Mayor on an as-needed basis.
		203-668-9271	Bolden	Victor	Corporation Counsel	24 Hour Call	200	Blackberry (Email)	Employee must be available to Mayor at all times
		203-676-5139	Popolizio	Pam	Corporation Counsel	Out of Office	200	Blackberry (Email)	Employee has taken on additional duties and responsibilities that take them from the office to perform investigations.
		203-410-0598	Prokop	John	DPW	24 Hour Call	Unlimited	Blackberry (Email)	Director - Extensive phone and email use
		203-410-0794	Five O		DPW	Out of Office	200	Direct Connect	Emergency Person - Night Shift - Request Camera feature to document and communicate emergency field conditions
		203-410-1055	Christianson	Richie	DPW	24 Hour Call	400	Other Please Explain	Foreperson - Request Camera feature to document and communicate field conditions
		203-410-3067	Bridges II		DPW	Out of Office	400	Direct Connect	
		203-410-3569	Smith	Honda	DPW	Out of Office	1,000	Other Please Explain	Inspector - Request Camera feature to document and communicate field conditions
		203-410-4430	Pescosolido	Jeff	DPW	24 Hour Call	1,000	Blackberry (Email)	Chief of Operations - Request upgrade to Blackberry to allow for 24 hour communication via phone and email
		203-410-6414	Stanford	Kevin	DPW	Out of Office	100	Direct Connect	
		203-410-6698	Lynwood	Dorsey	DPW	Out of Office	400	Other Please Explain	Foreperson - Request Camera feature to document and communicate field conditions
		203-410-6713	Marinez	Eddie	DPW	Out of Office	400	Other Please Explain	Foreperson - Request Camera feature to document and communicate field conditions
172*47*	16823	203-410-6823	Barbour	Pierre	DPW	24 Hour Call	1,000	Blackberry (Email)	Chief Financial Officer - Extensive phone and email use
172*47*	13604	203-410-7026	Gogliettino	Richard	DPW	Out of Office	400	Direct Connect	Bridge Crew - Need 24 hour contact with bridge tenders

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- 24 Hour Call** The employee is on call 24 hours a day and must be accessible to the public, media, the mayor or for emergency response coordination.
 - Out of Office** The employee's work responsibilities take them from the office more than 50% of the time.
 - Other** Please justify in the notes section the continued need for the issuance of a cell phone.
- Also indicate the estimated number of monthly minutes required in the course of a month of business and please indicate additional needed features and explain why they are needed.

REN	2 Way #	Telephone #	Last Name	First Name	Department	Assigned Reason	Estimated Necessary Monthly Minutes	Required Features	Notes & Further Justifications
	172*47*1066	203-410-8397	D'Angelo	Ed	DPW	24 Hour Call	1,000	Direct Connect	Fleet manager - Need 24 hour contact with fleet users
		203-410-9446	Weissberg	Howard	DPW	24 Hour Call	Unlimited	Blackberry (Email)	Deputy Director - Extensive phone and email use
		203-627-0434	Marchitto	Larry	DPW	24 Hour Call	400	Direct Connect	Lead Mechanic - Needs to be able to communicate with Fleet manager 24 hours.
		203-627-4911	Martinez	Ben	DPW	24 Hour Call	400	Direct Connect	Lead Mechanic - Needs to be able to communicate with Fleet manager 24 hours.
		203-410-7441	Savino	John	DPW	Out of Office	400	direct connect	Currently uses personal cell to contact with supervisors.Foreperson - Request Camera feature to document and communicate field conditions -
		203-410-7445	Desai	Tony	DPW	Out of Office	400	direct connect	Currently uses personal cell to contact with supervisors.Foreperson - Request Camera feature to document and communicate field conditions -
		203-410-7446	Cox	John	DPW	Out of Office	1,000	direct connect	Currently uses personal phone for communication. Inspector - Request Camera feature to document and communicate field conditions -
	172*47*13215	203-627-1237	Duprey	Michelle	Disability Svc	24 Hour Call	100	Blackberry (Email)	Email for 24hr on call and texting to communicate with deaf constituents.
		203-410-0007	Clary-Butler	Michelle	Elderly Svcs	Other	100	Direct Connect	When taking seniors on trips needs cell phone for emergencies. Senior Center phone line is frequently busy and/or staff person can't answer because is taking applications or helping to lead activities. Must be able to reach. There is only one staff per
		203-410-7264	Osbome	Irrata	Elderly Svcs	Other	100	Direct Connect	When taking seniors on trips needs cell phone for emergencies. Senior Center phone line is frequently busy. Must be able to reach.
		203-410-7278	Piondelle	Filomena	Elderly Svcs	Other	100	Direct Connect	When taking seniors on trips needs cell phone for emergencies. Senior Center phone line is frequently busy. Must be able to reach.
		203-589-8427	Toth	Doag	Elderly Svcs	Out of Office	100	Blackberry (Email)	Communication via phone and e-mail is necessary so that urgent requests for assistance that come in over the phone can be directed to employee. When out doing applications may need to notify of cancellations. From May 15-September 15 is mostly working a
		203-589-8737	Dogolo	Georgiann	Elderly Svcs	Out of Office	100	Blackberry (Email)	Communication via phone and e-mail is necessary so that urgent requests for assistance that come in over the phone can be directed to employee. When out doing applications may need to notify of cancellations. From May 15-September 15 is mostly working a
		203-982-1388	Wallace	Pat	Elderly Svcs	24 Hour Call	400	Blackberry (Email)	
		203-410-0096	Williams	Clay	Ec Dev	Other	800	Direct Connect	Econ Dev Officers are on call to Kelly after and before normal works hours (community/business mtgs outside regular work hours) plus various site visits during work day require time out of office
		203-410-0097	Yao	Richard	Ec Dev	Other	800	Direct Connect	Econ Dev Officers are on call to Kelly after and before normal works hours (community/business mtgs outside regular work hours) plus various site visits during work day require time out of office
		203-410-0559	Murphy	Kelly	Ec Dev	24 Hour Call	Unlimited	Blackberry (Email)	Coordinator - On Call to Mayor 24 Hours
	172*47*4252	203-410-0589	Bialocki	Tony	Ec Dev	Other	Unlimited	Blackberry (Email)	Deputy - On call to Kelly and Mayor 24 Hours
		203-410-1477	Pinto	Michael	Ec Dev	Other	800	Direct Connect	Econ Dev Officers are on call to Kelly after and before normal works hours (community/business mtgs outside regular work hours) plus various site visits during work day require time out of office
	172*47*15130	203-410-1521	Lamb	Barbara	Ec Dev	Other	Unlimited	Blackberry (Email)	Dept Hd - On Call to Mayor/Kelly 24 hr. Also used for coordinating public events & activities in the evenings and weekends
	172*47*15131	203-410-1647	Rosenberg	Heleen	Ec Dev	Other	800	Direct Connect	Econ Dev Officers are on call to Kelly after and before normal works hours (community/business mtgs outside regular work hours) plus various site visits during work day require time out of office
	172*47*15975	203-410-5975	Snyder	Lil	Ec Dev	Other	800	Blackberry (Email)	Econ Dev Officers are on call to Kelly after and before normal works hours (community/business mtgs outside regular work hours) plus various site visits during work day require time out of office
	172*47*17191	203-410-7191	Apuzzo	Jim	Ec Dev	Other	400	Direct Connect	Financial officer for 6 depts (702,704,705,721,724,747) plus needed by OMB and Accounting
		203-627-2000	Ward	John	Ec Dev	Other	800	Direct Connect	Special Counsel to Econ Dev on call 24 hours to Kelly
	172*47*4253	203-410-1166	Coens	Ron	Engineering	Other	400	Direct Connect	Employee is on assigned Field Work Daily
	172*47*32220	203-410-5665	Lozis	Peter	Engineering	Other	400	Direct Connect	Employee is on assigned Field Work Daily
	172*47*32221	203-410-5682	Mosleshi	Gho	Engineering	Other	400	Direct Connect	Employee is on assigned Field Work Daily
	172*47*32225	203-410-6106	Housari	Arwar	Engineering	Other	400	Direct Connect	Employee is on assigned Field Work Daily
		203-410-6756	Miller	Richard	Engineering	24 Hour Call	1,000	Blackberry (Email)	Department Head
		203-410-6821	Asadourian	Seb	Engineering	Out of Office	400	Direct Connect	Employee is assigned Field Work Daily
	172*47*16903	203-410-6903	Juden	Ian	Engineering	Other	400	Direct Connect	Streetlight Administrator (24-hour)
								Blackberry (Email)	Employee is on assigned Field Work Daily
	172*47*27063	203-410-7063	Smith	Larry	Engineering	Other	800	Blackberry (Email)	Assistant City Engineer
	172*47*17065	203-410-7065	Shmigelsky	Peter	Engineering	24 Hour Call	800	Direct Connect	Employee is on assigned Field Work Daily
								Blackberry (Email)	Facility Mgr 165, 200, NHFD
	172*47*17162	203-410-7162	McMullan	William	Engineering	Out of Office	800	Direct Connect	Employee is on assigned Field Work Daily
								Blackberry (Email)	NHFD, Library, NHFD
		203-887-2593	Northgraves	Clayton	Communications	24 Hour Call	800	Blackberry (Email)	chief financial administrator for City on call 24 to Controller and Budget Director
		203-410-0837	DeCola	Sal	Finance	24 hour call	400	Blackberry (Email)	

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REF	2 Way #	Telephone #	Last Name	First Name	Department	Assigned Reason	Estimated Necessary Monthly Minutes	Required Features	Notes & Further Justifications
		203-410-1223	Fumiatti	Michael	Finance	24 hour call	400	Blackberry (Email)	purchasing agent on call 24 hours via charter
	172*47*16697	203-410-6697	Sagnella	Jerry	Finance	24 hour call	400	Blackberry (Email)	payroll /pension manager on call 24 hours
	172*47*55779	203-410-8162	Villani	Maurine	Finance	24 hour call	1,000	Blackberry (Email)	tax collector on call 24 hours
	172*47*12492	203-627-0593	Pietrosimone	Mark	Finance	24 hour call	400	Blackberry (Email)	controller on call 24 hours
		203-627-4910	Garris	Shawn	Finance	24 hour call	400	Blackberry (Email)	manages Purchasing's website, including websites, vendor submittals etc.
	172*47*14912	203-627-4912	Barker	Mike	Finance	24 hour call	1,000	Blackberry (Email)	City Risk manager- must be on call
		203-627-5150	Rusconi	Larry	Finance	24 hour call	400	Blackberry (Email)	budget director on call 24 hours
		203-982-6727	Roche	Dan	Finance	out of office	400	Blackberry (Email)	worker comp coordinator for City
		203-410-0919	Grant	Michael	Fire	24 Hour Call	100	Direct Connect	for durability during fires
		203-410-4300	Hewitt	Charles	Fire	24 Hour Call	800	Direct Connect	Drillmaster
		203-410-5433	Cordova	Rene	Fire	24 Hour Call	800	Direct Connect	Assistant Drill master
		203-410-5460	Alomar	Asst Drillmaster	Fire	Out of Office	800	Direct Connect	Liggins retired. Phone given to Alnodovar - Assistant Drillmaster
		203-410-6567	Kerna	Todd	Fire	24 Hour Call	800	Direct Connect	Inspector
		203-410-7042	Black	Ralph	Fire	24 Hour Call	800	Blackberry (Email)	With Direct Connect - Assistant Chief
		203-410-7140	Cross	G	Fire	24 Hour Call	800	Direct Connect	Inspector
		203-410-7249	Lawlor	Pat	Fire	24 Hour Call	800	Direct Connect	Equipment Technician
		203-410-7315	Ginty	T	Fire	24 Hour Call	800	Direct Connect	Mechanic
		203-410-7469	Canalori	R	Fire	24 Hour Call	800	Direct Connect	Equipment Technician
		203-410-7621	Moran	B	Fire	24 Hour Call	800	Direct Connect	Mechanic
		203-410-7644	Egan	Pat	Fire	24 Hour Call	800	Blackberry (Email)	With Direct Connect - Assistant Chief
		203-410-7650	Macarelli	Matt	Fire	24 Hour Call	800	Blackberry (Email)	Director of Training
		203-410-7651	Chiefs	Office	Fire	Other	100	Direct Connect	to connect with staff via direct connect
		203-410-7722	Lewis	Dawn(Desk)	Fire	Other	100	Direct Connect	to connect with staff via direct connect
		203-627-0051	Doyle	Robert	Fire	24 Hour Call	800	Direct Connect	Inspector
		203-627-0496	Grant	Mike	Fire	24 Hour Call	800	Blackberry (Email)	Chief
		203-627-0518	Capucci	Joe	Fire	24 Hour Call	800	Direct Connect	Fire Marshal
		203-627-0797	Lopez	Faustino	Fire	24 Hour Call	800	Direct Connect	Inspector
		203-627-0896	Oliver	Ken	Fire	24 Hour Call	800	Direct Connect	Lt. Colon retired 7/7/10. Oliver acting supervisor EMS.
		203-627-3181	Deputy	On-Call	Fire	24 Hour Call	800	Direct Connect	Rotates with who is on shift.
		203-627-3191	Capuano	Anthony	Fire	24 Hour Call	800	Direct Connect	Mechanic
		203-627-3277	Chief	East Battalion	Fire	24 Hour Call	800	Direct Connect	Rotates with who is on shift.
		203-627-3279	Chief	West Battalion	Fire	24 Hour Call	800	Direct Connect	Rotates with who is on shift.
		203-627-6963	Fire	Communications	Fire	Other	800	Direct Connect	to connect with staff via direct connect
		203-627-6969	Klemenz	Tom	Fire	24 Hour Call	800	Direct Connect	Supervisor Building Facilities
		203-996-0317	Hynek	James	Fire	24 Hour Call	800	Direct Connect	Inspector
		203-996-1241	Odenwaelder	Mike	Fire	24 Hour Call	800	Direct Connect	Inspector
		203-627-0002	Bayer	Kristen	Health	Other	100	Direct Connect	For communication with office, other agencies, phones are used to supplement 2-way radios
		203-627-0005	Bogan	Jomika	Health	Other	100	Direct Connect	For communication with office, other agencies, phones are used to supplement 2-way radios
		203-627-0014	Grant	Derek	Health	Other	100	Direct Connect	For communication with office, other agencies, phones are used to supplement 2-way radios
		203-627-0061	Hamilton	Roslyn	Health	Other	100	Direct Connect	For communication with office, other agencies, phones are used to supplement 2-way radios
		203-627-0131	Longo	Shellie	Health	Other	100	Direct Connect	For communication with office, other agencies, phones are used to supplement 2-way radios. Field inspectors who are also on call 24hrs.
		203-627-0147	Trojanowski	Anton	Health	Other	100	Direct Connect	For communication with office, other agencies, phones are used to supplement 2-way radios. Field inspectors who are also on call 24hrs.
		203-627-0217	Wnek	Brian	Health	Other	100	Direct Connect	For communication with office, other agencies, phones are used to supplement 2-way radios. Field inspectors who are also on call 24hrs.
		203-627-0245	Wolf	Glonda	Health	Other	100	Direct Connect	For communication with office, other agencies, phones are used to supplement 2-way radios. Field inspectors who are also on call 24hrs.
		203-627-0300	Sanjuro	Jennifer	Health	Other	100	Direct Connect	For communication with office, other agencies, phones are used to supplement 2-way radios. Field inspectors who are also on call 24hrs.
		203-410-0557	Estremera	David	Health	Other	400	Other Please Explain	Paid for by Nurturing Family grant special funds. Used for home visitations and client communications.
		203-627-0397	Haggarty	Kathleen	Health	Other	400	Other Please Explain	Paid for by Nurturing Family grant special funds. Used for home visitations and client communications.
		203-627-0637	Hampton	Charlene	Health	Other	400	Other Please Explain	Paid for by Nurturing Family grant special funds. Used for home visitations and client communications.

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REQ	2 Way #	Telephone #	Last Name	First Name	Department	Assigned Reason	Estimated Necessary Monthly Minutes	Required Features	Notes & Further Justifications
		203-627-0645	McLain	Kristen	Health	Other	400	Other Please Explain	Paid for by Nuturing Family grant special funds. Used for home visitations and client communications.
		203-589-1739	Garcia	Mario	Health	24 Hour Call	800	Blackberry (Email)	Director of Health Department uses phone for communications with city departments and other agencies.
	173*60*15227	203-627-9817	Damiani	Maria	Health	24 Hour Call	100	Blackberry (Email)	Supervision of 17 social work and case management staff. Member of emergency management team. Division is available for translation services in the event of a citywide emergency 24/7. No personal use of this phone.
	173*60*13860	203-627-9843	Kowalski	Paul	Health	Other	100	Direct Connect	For communication with office, other agencies, phones are used to supplement 2-way radios
	173*60*16610	203-627-9845	Nelson	Len	Health	24 Hour Call	200	Blackberry (Email)	Public Health Emergency may require communication redundancy and ability to receive and send messages off-site and off-hours.
		203-608-0154	Durante	Amanda	Health	24 Hour Call	200	Blackberry (Email)	Doing work in the field related to public health surveillance and contagious disease prevention; Respond to a public health emergencies (eg it was important during our response to the quarantined ship)
		203-887-2808	Duric	Christine	Health	24 Hour Call	200		Public Health Emergency may require communication redundancy and ability to receive and send messages off-site and off-hours.
		203-627-4901	Librandi	Steve	Human Resources	24 Hour Call	200	Blackberry (Email)	Need to be available to Mayor's Office on off hours. Need to be able to respond to email and make business calls off hours and when away from the office.
		203-410-0032	Ben-Elohim	Z	LCI	Out of Office	600	Direct Connect	Housing Inspector
		203-410-0515	Reyes	Tomas	LCI	Out of Office	600	Direct Connect	Housing Inspector
	172*47*50634	203-410-0634	LCI Front Desk		LCI	Out of Office	200	Direct Connect	Connect with Housing Inspectors
	172*47*50769	203-410-0769	Morgan	Derick	LCI	Out of Office	400	Direct Connect	LCI Project Manager
	172*47*50835	203-410-0835	Massadra	Rick	LCI	Out of Office	600	Direct Connect	Housing Inspector
		203-410-1643	Santigo	Raquel	LCI	Other	200	Direct Connect	Phone transferred from Heather Bruffman
	172*47*61689	203-410-1689	Rodriguez	Edward	LCI	Out of Office	600	Direct Connect	Housing Inspector
		203-410-1946	Stroud	Mark	LCI	Out of Office	600	Direct Connect	Housing Inspector
	172*47*52014	203-410-2014	Carter	William	LCI	Out of Office	600	Direct Connect	Housing Inspector
	172*47*58254	203-410-2190	Vitolo	Mark	LCI	Out of Office	600	Direct Connect	Housing Inspector
	172*47*52614	203-410-3273	Golia	Deborah	LCI	Other	200	Direct Connect	LCI Project Manager
	172*47*54326	203-410-4326	Smith	Tyrell	LCI	Out of Office	400	Direct Connect	
	172*47*55071	203-410-5071	D'Amore	Frank	LCI	24 Hour Call	1,000	Blackberry (Email)	Deputy Director
	172*47*55072	203-410-5072	Briffinan	Elaine	LCI	Out of Office	600	Direct Connect	Neighborhood Specialist
	172*47*15864	203-410-5864	Torres	Nilda	LCI	Other	400	Direct Connect	Coordinates relocation efforts for LCI
	172*47*15974	203-410-5974	Farrow	Ted	LCI	Out of Office	600	Direct Connect	Housing Inspector
	172*47*56061	203-410-6061	Davis	Linda	LCI	Other	600	Direct Connect	Neighborhood Specialist
	172*47*46062	203-410-6062	George	Velma	LCI	Other	600	Direct Connect	Neighborhood Specialist
		203-410-6253	Ramos	Raphael	LCI	24 Hour Call	100	Blackberry (Email)	Deputy Director
	172*47*56527	203-410-6527	Mendez	Carmen	LCI	Out of Office	600	Direct Connect	Neighborhood Specialist
	172*47*56528	203-410-6528	Romero	Jose	LCI	Other	400	Direct Connect	Coordinates city demolition efforts
	172*47*56529	203-410-6529	Kluth	Kevin	LCI	24 Hour Call	800	Direct Connect	Property Management Team Leader
	172*47*17192	203-410-7192	Rodriguez	Vivian	LCI	Other	200	Direct Connect	Assistant to ED; needs access to all staff
	172*47*17193	203-410-7193	Schroeder	Cathy	LCI	24 Hour Call	1,000	Blackberry (Email)	Deputy Director
	172*47*57226	203-410-7226	Laroche	Gary	LCI	Out of Office	200	Direct Connect	Property Management
	172*47*57873	203-410-7873	Ortiz	Fred	LCI	Out of Office	200	Direct Connect	Property Mgt
	172*47*38019	203-410-8019	Valentin-Rodriguez	C.	LCI	Other	400	Direct Connect	LCI Project Manager
	174*131360*5	203-627-1214	Pabon	Marta	LCI	Other	200	Direct Connect	Connect with Housing Inspectors
	172*47*5376	203-627-4237	Johnson	Laurie	LCI	Out of Office	600	Direct Connect	Neighborhood Specialist
	172*47*21266	203-627-4318	Claxton	Tracy	LCI	Out of Office	600	Direct Connect	Neighborhood Specialist
	172*47*13848	203-627-4342	Duan	Tom	LCI	Other	400	Direct Connect	LCI Project Manager
	172*47*14229	203-627-4451	Soto	Chris	LCI	Out of Office	600	Direct Connect	Neighborhood Specialist
	172*47*15109	203-627-5296	Outlaw	Jackie	LCI	Out of Office	600	Direct Connect	Housing Inspector
	174*62*5319	203-627-8839	Trachten	Evan	LCI	Out of Office	600	Direct Connect	LCI Project Manager
		203-668-0342	Johnson	Eric	LCI	24 Hour Call	Unlimited	Blackberry (Email)	LCI Executive Director
	174*134956*2	203-996-7373	Stafford	Delores	LCI	Out of Office	600	Direct Connect	Housing Inspector
	172*47*14901	203-410-6601	Manemcoit	Craig	Labor Relations	Out of office	800	Blackberry (Email)	Often times I am in meetings or negotiations and need to contact someone for an immediate response for information. Also, I am out of the office on many occasions and the Mayor's office needs to contact me.
		203-507-6383	Korenowsky	Christopher	Library	24 Hour Call	600	Blackberry (Email)	To be available to staff outside the standard work week when libraries are still open.
		203-410-1337	Matteson	Sean	Mayor's Office	24 Hour Call	Unlimited	Blackberry (Email)	Text to communicate with Mayor.
		203-410-1989	Dawson	Che	Mayor's Office	Out of Office	800	Blackberry (Email)	
		203-627-4224	Mayorga	Jessica	Mayor's Office	24 Hour Call	Unlimited	Blackberry (Email)	Text to communicate with press.
		203-627-5915	Joseph	Adam	Mayor's Office	Out of Office	800	Blackberry (Email)	
		203-675-7037	Byrne	Emily	Mayor's Office	24 Hour Call	800	Blackberry (Email)	
		203-675-8291	Benton	Elizabeth	Mayor's Office	24 Hour Call	1,000	Blackberry (Email)	

City of New Haven - Non-Sworn - Cell Phone Directory

Please update the current cell phone list for your department. Where changes are made please highlight in yellow. All cell phones are currently active and must be accounted for. Please re-justify the reason for issuance. Select from the options below:

24 Hour Call The employee is on call 24 hours a day and must be accessible to the public, media, the mayor or for emergency response coordination.

Out of Office The employee's work responsibilities take them from the office more than 50% of the time.

Other Please justify in the notes section the continued need for the issuance of a cell phone.

Also indicate the estimated number of monthly minutes required in the course of a month of business and please indicate additional needed features and explain why they are needed.

REF	2 Way #	Telephone #	Last Name	First Name	Department	Assigned Reason	Estimated Necessary Monthly Minutes	Required Features	Notes & Further Justifications
		203-676-9644	Meek	Amy	Mayor's Office	Out of Office	1,000	Blackberry (Email)	
		203-410-0509	DeRose	Robert	Parks	Out of Office	400	Direct Connect	
		203-410-1373	Naab	Matt	Parks	Out of Office	400	Direct Connect	
		203-410-2482	Lage	Fernando	Parks	Out of Office	1,000	Direct Connect	
172*47*21603		203-410-3314	Oboyski	Doreen	Parks	Out of Office	1,000	Direct Connect	
172*47*15885		203-410-5885	Carousel		Parks	Out of Office	100		used when Carousel is in use for emergencies
		203-410-7023	Wankiewicz	Jim	Parks	Out of Office	400	Direct Connect	
		203-627-0626	Tomeo	Nick	Parks	Out of Office			
172*47*24898		203-627-4898	Levine	Bob	Parks	24 Hour Call	1,000	Blackberry (Email)	
172*47*24899		203-627-4899	Hass	Christy	Parks	24 Hour Call	Unlimited	Blackberry (Email)	
172*47*14902		203-627-4902	Sparanza	Tony	Parks	Out of Office	1,000	Direct Connect	
		203-627-4905	Downing	Wesley	Parks	Out of Office	1,000	Direct Connect	
172*47*14907		203-627-4907	Vorderame	Tom	Parks	Out of Office	800	Blackberry (Email)	
172*47*14908		203-627-4908	Brown	Charlie	Parks	Out of Office	1,000	Direct Connect	
172*47*14909		203-627-4909	Torresquintero	Martin	Parks	Out of Office	1,000	Direct Connect	
172*47*14913		203-627-4913	Mellotti	Frank	Parks	Out of Office	400	Direct Connect	
172*47*41105		203-627-6783	Bruno	Sabrina	Parks	Out of Office	1,000	Blackberry (Email)	
		203-627-7744	Dixon	Bill	Parks	24 Hour Call	1,000	Blackberry (Email)	
		203-410-0198	Sawicki	Chet	Technology	24 Hour Call / O	600	Blackberry (Email)	
172*62*4642		203-509-6670	Mezzanotte	Lisa	Technology	24 Hour Call	600	Blackberry (Email)	
		203-627-0250	Mensa	Samuel	Technology	24 Hour Call / O	600	Blackberry (Email)	
174*62*742		203-627-3062	Pect	George	Technology	24 Hour Call / O	600	Blackberry (Email)	
174*62*746		203-627-3068	Tsou	Richard	Technology	24 Hour Call / O	600	Blackberry (Email)	
174*62*747		203-627-3070	Brenner	Rick	Technology	24 Hour Call	600	Blackberry (Email)	
174*62*748		203-627-3072	Valli	Rob	Technology	24 Hour Call	600	Blackberry (Email)	
172*47*16619		203-627-7911	Reshard	Marquies	Technology	24 Hour Call / O	600	Blackberry (Email)	
		203-668-4341	Oliwa	Glen	Technology	24 Hour Call / O	600	Blackberry (Email)	
		203-410-0378	Cruz	Danny	Traffic	24 Hour Call	1,000	Direct Connect	(on rotation basis) and Out of Office
		203-410-0765	Myrick	Keith	Traffic	24 Hour Call	600	Direct Connect	(on rotation basis) and Out of Office
		203-410-4978	Gomany	Laquan	Traffic	Out of Office	600	Direct Connect	
		203-410-5233	Goodhue	Michael	Traffic	Out of Office	600	Direct Connect	
		203-410-5405	Cloud	Velisha	Traffic	Other	1,000	Blackberry (Email)	PEO Supervisor and field crew coordinator.
		203-410-7028	Madera	Felix	Traffic	24 Hour Call	600	Direct Connect	(on rotation basis) and Out of Office
		203-410-7473	Piscitelli	Michael	Traffic	24 Hour Call	800	Blackberry (Email)	
172*62*79		203-509-6086	Williamson	Bud	Traffic	24 Hour Call	1,000	Blackberry (Email)	(on rotation basis) and Out of Office
172*47*24218		203-627-0893	Shorey	Carol	Traffic	24 Hour Call	600	Direct Connect	(on rotation basis) and Out of Office
172*47*15716		203-627-1259	Blando	John	Traffic	24 Hour Call	1,000	Blackberry (Email)	(on rotation basis) and Out of Office
172*47*16875		203-627-6875	Travers	Jim	Traffic	Other	800	Blackberry (Email)	Deputy Dir, PEO coordinator; out of the office = 15% of the time and available to crew by cell.
172*47*26876		203-627-6876	Notghi	Bijan	Traffic	Other	1,000	Blackberry (Email)	Engineer and Signal/Meter Crew Coordinator; out of the office = 25% of the time and available to crew by cell.
172*47*16878		203-627-6878	Rose	Kevin	Traffic	24 Hour Call	600	Direct Connect	(on rotation basis) and Out of Office
172*47*26879		203-627-6879	Jimenez	Carlos	Traffic	24 Hour Call	600	Direct Connect	(on rotation basis) and Out of Office
172*47*16881		203-627-6881	Fischer	Bruce	Traffic	Other	800	Blackberry (Email)	Engineer and Sign Crew Coordinator; out of the office = 25% of the time and available to crew by cell.
172*47*21366		203-627-6961	Sobolewski	Mark	Traffic	Out of Office	1,000	Blackberry (Email)	
172*47*16299		203-996-0994	Covington, Parking Enforcement 1	Tonya	Traffic	Other	400	Direct Connect	Streetsweeping (radio access limited)
172*47*16773		203-996-1204	Parking Enforcement 2	Enforcement 2	Traffic	Other	400	Direct Connect	Streetsweeping (radio access limited)