

STATE OF CONNECTICUT
MUNICIPAL ACCOUNTABILITY REVIEW BOARD (MARB)

REGULAR MEETING NOTICE AND AGENDA
Hartford Subcommittee of the MARB

Meeting Date and Time: Thursday, January 26, 2022, 10:00 AM – 12:00 PM

Meeting Location: This will be a virtual meeting.

Meeting ID: 252 459 657 24

Passcode: hgxFz

Meeting materials may be accessed at the following website:

<https://portal.ct.gov/OPM/Marb/Hartford-Committee-Meetings-and-Materials>

Call-In Instructions: Meeting participants may use the following telephone number and access code

Telephone Number: (860) 840-2075

Meeting ID: 205 001 536

Agenda

- I. Call to Order & Opening Remarks
- II. Approval of Minutes:
 - a. November 17, 2022, regular meeting
- III. Review and Discussion: FY 22 Audit Reports
- IV. Review, Discussion and Possible Action: Labor Contracts:
 - a. MOA with Local 1716: Public Works Maintainers and Team Leaders
- V. Update: Budget Mitigation Measures
- VI. Other Related Business
- VII. Adjourn

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STATE OF CONNECTICUT
MUNICIPAL ACCOUNTABILITY REVIEW BOARD (MARB)

REGULAR MEETING MINUTES
Hartford Subcommittee of the MARB

Meeting Date and Time: Thursday, November 17, 2022, 10:00 AM – 12:00 PM

Meeting Location: This was a virtual meeting. Meeting materials may be accessed at the following website:
<https://portal.ct.gov/OPM/Marb/Hartford-Committee-Meetings-and-Materials>

Call-In Instructions:

Telephone Number: (860) 840-2075

Meeting ID: 375 896 05

Members in Attendance: Kimberly Kennison (OPM Secretary designee), Christine Shaw (State Treasurer designee), Mark Waxenberg, Robert White

City Officials in Attendance: Leigh Ann Ralls, Phillip Penn

OPM Staff in Attendance: Julian Freund, OPM Intern

I. Call to Order & Opening Remarks

The meeting was called to order at 10:14 AM.

II. Approval of Minutes:

a. October 20, 2022 regular meeting

Mr. White made a motion, with a second by Ms. Shaw, to approve the minutes. The minutes were approved by a vote of 3-0-1, with Ms. Shaw abstaining.

III. Review, Discussion and Possible Action: Labor Contracts:

a. Board of Education: Building and Grounds Supervisors, Local 818

Mr. Penn provided an overview of a tentative agreement between the Board of Education and the union representing Buildings and Grounds Supervisors. The contract had expired in June of this year. The new contract has a term of July 1, 2022 through June 30, 2026. It provides for general wage increases of 2.5% per year, including the current fiscal year retroactively to July 1, 2022. The agreement increases the employee premium cost share for the high deductible health plan from the current 20% to 22% by the final year.

Mr. Waxenberg made a motion to recommend approval of the agreement with a second by Mr. White. The motion passed unanimously.

IV. Discussion: Special Education: Article

Mr. Penn summarized an article prepared by the School and State Finance Project which described a change made to the Special Education Excess Cost grant formula in the last legislative session which may require a technical fix in the upcoming session. Members also discussed a proposed legislative change by the BOE that would provide funding to support HPS staff attendance of Planning and Placement Team (PPT) meetings involving Open Choice students.

V. Update: Budget Mitigation Measures

Ms. Ralls provided an update on the City's budget mitigation initiatives. Several grant awards were highlighted including a Byrne Grant for high-risk juveniles in the amount of \$1.3 million and a Dept. of Economic and Community Development outdoor recreation grant in the amount of \$4.3 million. The City also reported that one new hire has been made in the Tax Collector's Office. Recruitment continues for 10 openings in the Finance Department and one in the Budget Office. In addition, BOE has 4 vacancies in their Finance Department.

VI. Update: FY 2022 Audit

Ms. Ralls reported that the General Fund and Capital Improvement Fund have been completed. The Community Development Block Grant Fund is the final fund to submit to the auditor. Work on the Single Audit is currently underway. The City also announced it received the Government Finance Officers Association's Certificate of Achievement for Excellence in Financial Reporting for its FY 2021 audit report.

VII. Other Related Business

The Subcommittee discussed the possibility of reducing the frequency of Subcommittee meetings in 2023. Members agreed to less frequent meetings, with regular meetings concentrated around critical points during the year, such as the audit release and approval of the budget and 5-year plan. Special meetings would be scheduled as needed for labor contracts or other non-routine items.

VIII. Adjourn

Mr. White made a motion to adjourn with a second by Mr. Waxenberg. The meeting adjourned at 11:43 AM.



City of Hartford, Connecticut

2022 Audit Presentation

January 26, 2023

CPAs | CONSULTANTS | WEALTH ADVISORS

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Agenda

- Terms of Engagement
- Executive Summary
- Financial Highlights
- State Single Audit
- Governance Communication
- Upcoming GASB Pronouncements





Terms of the Engagement

Financial Statement and Single Audits

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Terms of Engagement

- Express opinions on whether the basic financial statements are presented in accordance with GAAP
- Express an “in relation” to opinion on the schedule of expenditures of federal awards and schedule of expenditures of State financial assistance.
- Express an opinion on compliance related to major federal and state award programs



Terms of Engagement

- Provide a report on internal control over financial reporting and compliance with laws, regulations, contracts and grants
- Provide a report on internal control over compliance related to major federal and state award programs



Executive Summary

Audit Results

Executive Summary

- Financial Statements
 - Unmodified opinion issued on the financial statements
 - No findings reported in report on internal control and compliance



Executive Summary

- State Single Audit
 - Unmodified opinion on major state programs
 - No compliance findings or significant deficiencies in internal control over compliance reported



Financial Highlights

Overview

Financial Highlights (Exhibits I and II)

- Governmental Activities
 - Full accrual basis of accounting
 - Net position increased \$59.8M from \$635.3M to \$695.1M (pg. 35)
 - Capital assets decreased \$8.2M from restated GASB 87 balance (pg. 71)
 - Long term debt increased \$7.6M from restated GASB 87 balance (pg. 75)
- Business Type Activities
 - All enterprise funds combined
 - Net position decreased \$102K to \$18.8M (pg. 35)
- Hartford Parking Authority
 - Revenues and Expenditures were \$5.9M. (pg. 35)

CITY OF HARTFORD, CONNECTICUT STATEMENT OF NET POSITION JUNE 30, 2022 (In Thousands)				EXHIBIT I
	Primary Government			Component
	Governmental Activities	Business-Type Activities	Total	Unit Hartford Parking Authority
ASSETS				
Cash and Cash Equivalents	\$ 321,653	\$ 2,363	\$ 324,016	\$ 1,524
Investments	29,936	-	29,936	-
Restricted Cash and Cash Equivalents	593	2,890	3,483	-
Restricted Investments	6,613	-	6,613	-
Receivables, Net:				
Property Taxes	83,759	-	83,759	-
Accounts	106,637	387	107,024	2,234
Loans	34,171	-	34,171	-
Intergovernmental	21,935	-	21,935	-
Due from Component Unit	-	1,148	1,148	(1,148)
Internal Balances	2,766	(2,766)	-	-
Other Assets	676	-	676	4
Capital Assets, Nondepreciable	461,940	6,087	468,027	-
Capital Assets, Net of Accumulated Depreciation	1,256,062	72,010	1,328,072	-
Total Assets	2,326,741	82,119	2,408,860	2,614
DEFERRED OUTFLOWS OF RESOURCES				
Deferred Charge on Refunding	2,506	-	2,506	-
Deferred Outflows Related to Pensions	149,720	-	149,720	-
Deferred Outflows Related to OPEB	68,808	-	68,808	-
Total Deferred Outflows of Resources	221,034	-	221,034	-
LIABILITIES				
Accounts Payable and Accrued Expenses	115,004	1,743	116,747	379
Unearned Revenue	93,398	-	93,398	2,235
Noncurrent Liabilities:				
Due Within One Year	59,980	2,066	62,046	-
Due in More than One Year	1,395,029	59,440	1,454,469	-
Total Liabilities	1,663,411	63,249	1,726,660	2,614
DEFERRED INFLOWS OF RESOURCES				
Advance Property Tax Collections	2,175	-	2,175	-
Deferred Inflows Related to Pensions	13,742	-	13,742	-
Deferred Inflows Related to OPEB	170,833	-	170,833	-
Deferred Inflows Related to Leases	2,475	-	2,475	-
Total Deferred Inflows of Resources	189,225	-	189,225	-
NET POSITION				
Net Investment in Capital Assets	1,291,944	16,591	1,308,535	-
Restricted:				
Debt Service	7,735	-	7,735	-
Housing Loans and Grants	2,567	-	2,567	-
Other Miscellaneous Grants	46,833	-	46,833	-
Education	16,922	-	16,922	-
Trust Purposes:				
Expendable	21,597	-	21,597	-
Nonexpendable	8,358	-	8,358	-
Unrestricted	(700,817)	2,279	(698,538)	-
Total Net Position	\$ 695,139	\$ 18,870	\$ 714,009	\$ -



Financial Highlights (Exhibits III and IV)

- General Fund
 - Fund balance increased \$6.8M from \$31.8M to \$38.7M (pg. 38)
 - Budgetary expenditures were \$12.5M less than budgeted (pg. 129)
 - Budgetary revenues were \$3.6M less than budgeted (pg. 127)
 - Tax collections 96.09% versus 96.18% from the previous year (pg. 179)

CITY OF HARTFORD, CONNECTICUT BALANCE SHEET - GOVERNMENTAL FUNDS JUNE 30, 2022 (In Thousands)								EXHIBIT III
	General	Capital Improvement Fund	Community Development Loan and Grant	Debt Service	Educational Grants	American Rescue Plan	Nonmajor Governmental Funds	Total Governmental Funds
ASSETS								
Cash and Cash Equivalents	\$ 97,446	\$ 36,395	\$ 2,677	\$ -	\$ 38,709	\$ 57,246	\$ 68,605	\$ 301,078
Restricted Cash	-	-	-	593	-	-	-	593
Investments	-	-	-	-	-	-	29,936	29,936
Restricted Investments	-	-	-	6,613	-	-	-	6,613
Receivables, Net	92,358	98,330	34,190	-	4,474	-	16,583	245,935
Prepaid Items	-	-	-	-	-	-	-	-
Due from Other Funds	3,166	-	-	529	-	-	-	3,695
Other Assets	-	-	-	-	-	-	676	676
Total Assets	\$ 192,970	\$ 134,725	\$ 36,867	\$ 7,735	\$ 43,183	\$ 57,246	\$ 115,800	\$ 588,526
LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCES								
LIABILITIES								
Accounts Payable and Accrued Liabilities	\$ 63,573	\$ 7,363	\$ 129	\$ -	\$ 26,154	\$ 8	\$ 8,384	\$ 105,611
Due to Other Funds	-	-	-	-	-	-	929	929
Unearned Revenue	197	18,013	-	-	4,529	57,238	13,421	93,398
Total Liabilities	63,770	25,376	129	-	30,683	57,246	22,734	199,938
DEFERRED INFLOWS OF RESOURCES								
Unavailable Revenue - Property	80,989	-	-	-	-	-	-	80,989
Unavailable Revenue - Other Receivable	4,836	85,019	34,171	-	-	-	5,225	129,251
Deferred Inflows Related to Leases	2,475	-	-	-	-	-	-	2,475
Advance Property Tax Collections	2,175	-	-	-	-	-	-	2,175
Total Deferred Inflows of Resources	90,475	85,019	34,171	-	-	-	5,225	214,890
FUND BALANCES								
Nonspendable	-	-	-	-	-	-	9,034	9,034
Restricted	-	-	2,567	7,735	12,500	-	72,852	95,654
Committed	5,680	24,330	-	-	-	-	6,615	36,625
Assigned	4,163	-	-	-	-	-	-	4,163
Unassigned	28,882	-	-	-	-	-	(680)	28,222
Total Fund Balances	38,725	24,330	2,567	7,735	12,500	-	87,841	173,698
Total Liabilities, Deferred Inflows of Resources and Fund Balances	\$ 192,970	\$ 134,725	\$ 36,867	\$ 7,735	\$ 43,183	\$ 57,246	\$ 115,800	\$ 588,526



Financial Highlights (Exhibits III and IV)

- Other Governmental Funds (pg. 38)
 - Capital Improvement Fund
 - Fund Balance Increased \$12.6M to \$24.3M
 - Community Development Loan and Grant
 - Fund Balance Increased \$416K to \$2.5M
 - Debt Service Fund
 - Fund Balance Decreased \$3.5M to \$7.7M
 - Educational Grants
 - Fund Balance Increased \$11.5M to \$12.5M
 - American Rescue Plan
 - Fund Balance Decreased \$4.4M
 - Nonmajor Governmental Funds
 - Fund Balance Increased \$31.7M to \$87.8M

CITY OF HARTFORD, CONNECTICUT									EXHIBIT III
BALANCE SHEET - GOVERNMENTAL FUNDS									
JUNE 30, 2022									
(In Thousands)									
	General	Capital Improvement Fund	Community Development Loan and Grant	Debt Service	Educational Grants	American Rescue Plan	Nonmajor Governmental Funds	Total Governmental Funds	
ASSETS									
Cash and Cash Equivalents	\$ 97,446	\$ 36,395	\$ 2,677	\$ -	\$ 38,709	\$ 57,246	\$ 68,605	\$ 301,078	
Restricted Cash	-	-	-	593	-	-	-	593	
Investments	-	-	-	-	-	-	29,936	29,936	
Restricted Investments	-	-	-	6,613	-	-	-	6,613	
Receivables, Net	92,358	98,330	34,190	-	4,474	-	16,583	245,935	
Prepaid Items	-	-	-	-	-	-	-	-	
Due from Other Funds	3,166	-	-	529	-	-	-	3,695	
Other Assets	-	-	-	-	-	-	676	676	
Total Assets	\$ 192,970	\$ 134,725	\$ 36,867	\$ 7,735	\$ 43,183	\$ 57,246	\$ 115,800	\$ 588,526	
LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCES									
LIABILITIES									
Accounts Payable and Accrued Liabilities	\$ 63,573	\$ 7,363	\$ 129	\$ -	\$ 26,154	\$ 8	\$ 8,384	\$ 105,611	
Due to Other Funds	-	-	-	-	-	-	929	929	
Unearned Revenue	197	18,013	-	-	4,529	57,238	13,421	93,398	
Total Liabilities	63,770	25,376	129	-	30,683	57,246	22,734	199,938	
DEFERRED INFLOWS OF RESOURCES									
Unavailable Revenue - Property	80,989	-	-	-	-	-	-	80,989	
Unavailable Revenue - Other Receivable	4,836	85,019	34,171	-	-	-	5,225	129,251	
Deferred Inflows Related to Leases	2,475	-	-	-	-	-	-	2,475	
Advance Property Tax Collections	2,175	-	-	-	-	-	-	2,175	
Total Deferred Inflows of Resources	90,475	85,019	34,171	-	-	-	5,225	214,890	
FUND BALANCES									
Nonspendable	-	-	-	-	-	-	9,034	9,034	
Restricted	-	-	2,567	7,735	12,500	-	72,852	95,654	
Committed	5,680	24,330	-	-	-	-	6,615	36,625	
Assigned	4,163	-	-	-	-	-	-	4,163	
Unassigned	28,882	-	-	-	-	-	(660)	28,222	
Total Fund Balances	38,725	24,330	2,567	7,735	12,500	-	87,841	173,698	
Total Liabilities, Deferred Inflows of Resources and Fund Balances	\$ 192,970	\$ 134,725	\$ 36,867	\$ 7,735	\$ 43,183	\$ 57,246	\$ 115,800	\$ 588,526	



Financial Highlights (Exhibits V and VI)

- Enterprise Funds
 - Hartford Stadium Authority (pg. 41)
 - Net Position Increased \$332K to \$1.2M
 - Hartford Parking Facilities (pg. 157)
 - Net Position Decreased \$161K to \$14.2M
 - Golf Course (pg. 119)
 - Net Position Decreased \$273K to \$3.4M

CITY OF HARTFORD, CONNECTICUT STATEMENT OF NET POSITION - PROPRIETARY FUNDS JUNE 30, 2022 (In Thousands)				EXHIBIT V
	Business-Type Activities			Governmental
	Enterprise Funds			Activities
	Hartford Stadium Authority	Nonmajor Enterprise Funds	Total	Internal Service Funds
ASSETS				
Current Assets:				
Cash and Cash Equivalents	\$ -	\$ 2,363	\$ 2,363	\$ 20,575
Restricted Cash	2,890	-	2,890	-
Receivables, Net	369	18	387	568
Due from Other Funds	13	-	13	-
Due from Component Unit	-	1,148	1,148	-
Total Current Assets	3,272	3,529	6,801	21,143
Noncurrent Assets:				
Capital Assets:				
Not Being Depreciated	-	6,087	6,087	-
Being Depreciated, Net	59,226	12,784	72,010	-
Total Noncurrent Assets	59,226	18,871	78,097	-
Total Assets	62,498	22,400	84,898	21,143
LIABILITIES				
Current Liabilities:				
Accounts Payable and Other Payables	1,162	581	1,743	2,877
Due to Other Funds	175	2,604	2,779	-
Current Maturities of Risk Management Claims	-	-	-	20,362
Current Maturities of Bonds Payable	1,850	216	2,066	-
Total Current Liabilities	3,187	3,401	6,588	23,239
Noncurrent Liabilities:				
Risk Management Claims	-	-	-	14,900
Bonds Payable	58,102	1,338	59,440	-
Total Noncurrent Liabilities	58,102	1,338	59,440	14,900
Total Liabilities	61,289	4,739	66,028	38,139
NET POSITION				
Net Investment in Capital Assets	(726)	17,317	16,591	-
Unrestricted	1,935	344	2,279	(16,996)
Total Net Position	\$ 1,209	\$ 17,661	\$ 18,870	\$ (16,996)



Financial Highlights (Exhibits V and VI)

- Internal Service Funds (pg. 161)
 - Workers' Compensation
 - Net Position Increased \$800K to \$(21.9M)
 - Liability and Property Damage
 - Net Position Increased \$401K to \$(3.7M)
 - Metro Hartford Information Services
 - Net Position – Decreased \$299K- \$352K
 - Retirees
 - Net Position – Increased \$511K - \$1.2M
 - Actives
 - Net Position – Increased \$304K - \$7.0M

CITY OF HARTFORD, CONNECTICUT				EXHIBIT V
STATEMENT OF NET POSITION - PROPRIETARY FUNDS				
JUNE 30, 2022				
(In Thousands)				
	Business-Type Activities			Governmental
	Enterprise Funds			Activities
	Hartford Stadium Authority	Nonmajor Enterprise Funds	Total	Internal Service Funds
ASSETS				
Current Assets:				
Cash and Cash Equivalents	\$ -	\$ 2,363	\$ 2,363	\$ 20,575
Restricted Cash	2,890	-	2,890	-
Receivables, Net	369	18	387	568
Due from Other Funds	13	-	13	-
Due from Component Unit	-	1,148	1,148	-
Total Current Assets	3,272	3,529	6,801	21,143
Noncurrent Assets:				
Capital Assets:				
Not Being Depreciated	-	6,087	6,087	-
Being Depreciated, Net	59,226	12,784	72,010	-
Total Noncurrent Assets	59,226	18,871	78,097	-
Total Assets	62,498	22,400	84,898	21,143
LIABILITIES				
Current Liabilities:				
Accounts Payable and Other Payables	1,162	581	1,743	2,877
Due to Other Funds	175	2,604	2,779	-
Current Maturities of Risk Management Claims	-	-	-	20,362
Current Maturities of Bonds Payable	1,850	216	2,066	-
Total Current Liabilities	3,187	3,401	6,588	23,239
Noncurrent Liabilities:				
Risk Management Claims	-	-	-	14,900
Bonds Payable	58,102	1,338	59,440	-
Total Noncurrent Liabilities	58,102	1,338	59,440	14,900
Total Liabilities	61,289	4,739	66,028	38,139
NET POSITION				
Net Investment in Capital Assets	(726)	17,317	16,591	-
Unrestricted	1,935	344	2,279	(16,996)
Total Net Position	\$ 1,209	\$ 17,661	\$ 18,870	\$ (16,996)



Financial Highlights (Exhibits VIII and IX)

- Pension and OPEB Trust Funds (pg. 166)
 - Municipal Employees Retirement Fund
 - Net Position Decreased \$179K to \$1.020B
 - Retirement Allowance Fund
 - \$7K of employer contributions and benefits paid
 - Fireman’s Relief Fund
 - \$26K of employer contributions and benefits paid
 - Police Benevolent Fund
 - \$158K of employer contributions and benefits paid
 - OPEB Trust Fund
 - Net Position Decreased \$2.8M to \$24.8M

CITY OF HARTFORD, CONNECTICUT		EXHIBIT VIII
STATEMENT OF NET POSITION - FIDUCIARY FUNDS		
JUNE 30, 2022		
(In Thousands)		
	Pension and OPEB Trust Funds	Custodial Funds
ASSETS		
Cash and Cash Equivalents	\$ 60,929	\$ -
Investments, at Fair Value:		
U.S. Government Agencies	49,266	-
U.S. Government Securities	11,020	-
Corporate Bonds	38,444	-
Foreign Bonds	1,374	-
Municipal Bonds	604	-
Mutual Funds	14,342	-
Alternative Investments	260,194	-
Common and Collective Trusts	280,185	-
Land	5,000	-
Real Estate Funds	80,324	-
Equities	259,919	-
Total Investments	1,000,672	-
Receivables:		
Accounts Receivable	4,076	-
Total Receivables	4,076	-
Due from Other Funds:	-	-
Accrued Interest and Dividends	-	-
Total Assets	1,065,677	-
LIABILITIES		
Accounts Payable and Accrued Liabilities	20,748	-
Due to Other Governments	-	-
Total Liabilities	20,748	-
NET POSITION		
Restricted for Pension Benefits	1,020,060	-
Restricted for OPEB Benefits	24,869	-
Total Net Position	\$ 1,044,929	\$ -



Financial Highlights

- Net OPEB Liabilities
 - City \$289M and .96% funded (pg. 138)
 - BOE \$3.9M and 84.73% funded (pg. 139)
- Net Pension Liabilities
 - MERF Plan \$596.4M and 63.10% funded (pg. 130)
 - RAF/PBF/FRF Plan \$1.3M and 0% funded (pg. 131)
 - 415(m) Plan \$137K and 0% funded (pg. 132)
 - CMERS Plan \$22.5M and 82.59% funded (pg. 135)





State Single Audit

Overview

State Single Audit

- Total state awards expended - \$408.3M
- Major programs
 - Magnet Schools
 - Alliance District
 - Tiered Payment in Lieu of Taxes
- Unmodified opinion on major program compliance
- No compliance or internal control finding



Governance Communication

Summary

Governance Communication

- New standards adopted – GASB 87 Leases
- Significant Estimates
 - Capital Assets – Useful lives
 - Net Pension Liability
 - Net OPEB Liability
 - Incremental Borrowing Rate Used for Leases



Governance Communication

- No disagreements with management
- Management did not consult with other accountants
- No difficulties encountered in performing the audit
- No uncorrected misstatements
- No independence issues



Upcoming GASB Pronouncements

Summary

GASB Standards

- Implementation Year 2023
 - Statement 91 – Conduit Debt Obligations
 - Statement 94 – Public-Private and Public-Public Partnerships and Availability Payment Arrangements
 - Statement 96 – Subscription-Based Information Technology Arrangements



GASB Standards:

- Implementation Year 2024:
 - Statement 99 – Omnibus 2022 (various)
 - Statement 100 – Accounting Changes and Error Corrections

- Implementation Year 2025:
 - Statement 101 – Compensated Absences



Contact Information

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Questions?

City of Hartford
FY 2022
Annual Comprehensive Financial Reports

State Single Audit Report

Governance Communication Letter

Reports Provided Separately

**MEMORANDUM OF AGREEMENT
BETWEEN
THE CITY OF HARTFORD
AND
LOCAL 1716, COUNCIL 4, AFSCME**

This Memorandum of Agreement (hereinafter, "Agreement") is made by and between the City of Hartford (hereinafter, "The City") and Local 1716, Council 4, AFSCME (hereinafter, "Local 1716") (collectively, "the Parties").

WHEREAS, the City and Local 1716 acknowledge a need to amend the compensation of certain job classifications in the Public Works Department to ensure that the City can competitively recruit and retain employees in these roles.

NOW, THEREFORE, to that end, the Parties agree to the following, subject to approval by the Court of Common Council and the Municipal Accountability Review Board:

1. Effective the first pay period following approval of this Agreement, the weekly salary schedule of the Maintainer III (Class Code 4026), Maintainer IV (Class Code 4027) and Public Works Team Leader (Class Code 4028) classifications will be as follows:

Maintainer III

	0 Base	1 1/2 Year	2 1st Year	3 2nd Year
Weekly	\$961.50	\$1,009.50	\$1,057.75	\$1,105.75

Maintainer IV

	0 Base	1 1/2 Year	2 1st Year	3 2nd Year
Weekly	\$1,096.25	\$1,151.00	\$1,206.00	\$1,260.75

Public Works Team Leader

	0 Base	1 1st Year	2nd Year NO CDL	2nd Year With CDL
Weekly	\$1,131.50	\$1,188.00	\$1,244.75	\$1,301.25

In order to be placed at the "2nd Year With CDL" Step, proof of the employees' valid CDL and medical certificate must be provided to the Public Works Department and attached to the personnel action changing the employee's rate of pay. Once received and verified, the employee will be placed on the "2nd Year With CDL" Step. Employees who may possess a valid CDL but fail to submit a copy of their valid CDL and medical certificate to the Public Works Department before their 2nd Year anniversary date will be placed at the "2nd Year-No CDL" Step until such proof is submitted to and verified by the Human Resources Department, and their rate of pay will not be increased retroactively.

2. Effective the pay period following approval of this Agreement, incumbents in these classifications will be placed on the new salary schedules as follows:

Maintainer III (Incumbents at Various Steps)

Incumbents holding the classification of Maintainer III:

- Incumbents currently at Base Step shall remain on Base Step on the new salary schedule and follow their regular growth increment schedule.
- Incumbents currently at Step 2 shall move to Step 1 on the new salary schedule, and they will be eligible for a growth increment to Step 2 in six (6) months. This date will become the controlling date for future growth increments.
- Incumbents currently at Max Step shall move to Step 2 on the new salary schedule, and they will be eligible for a growth increment to Step 3 in six (6) months. This date will become the controlling date for future growth increments.

Maintainer IV (All Incumbents at Max Step)

Incumbents holding the classification of Maintainer IV shall be placed on Base Step on the new salary schedule, and they will be eligible for a growth increment to Step 1 in six (6) months. This date will become the controlling date for future growth increments.

Public Works Team Leader (Incumbents at Various Steps)

Incumbents holding the classification of Public Works Team Leader:

- Incumbents currently at Base Step shall remain on Base Step on the new salary schedule.
 - Incumbents currently at Step 1 shall be placed at Base Step on the new salary schedule.
 - Incumbents currently at Step 2 shall be placed on Step 1 on the new salary schedule.
 - Incumbents currently at Step 3 or Step 4 (Max Step) who do not possess a valid CDL shall be placed at the “2nd Year-No CDL” Step on the new salary schedule.
 - Incumbents currently at Step 3 or Step 4 (Max Step) who possess a valid CDL shall be placed on the “2nd Year With CDL” Step on the new salary schedule, provided they submit a copy of their valid CDL and medical certificate to the Human Resources Department within one (1) week of approval of this Agreement. Once received and verified, the incumbent will be placed on the “2nd Year-With CDL” Step. Incumbents who may possess a valid CDL but fail to submit a copy of their valid CDL and medical certificate to the Human Resources Department within the deadline will be placed at the “2nd Year-No CDL” Step until such proof is submitted to and verified by the Human Resources Department, and their rate of pay will not be increased retroactively.
 - If any employee who is being paid at the “2nd Year With CDL” Step fails to maintain their CDL, their rate of pay will revert to “2nd Year-No CDL” Step, and the change in salary will not be grievable.
 - The City and Local 1716 affirm that the only consideration for signing this Agreement is that which is stated herein and that no other promises or agreements of any kind have been made to or with them by any person or entity to cause them to sign this Agreement.
3. This negotiated Agreement constitutes the complete understanding between the Parties regarding the subject matter herein and supersedes all prior agreements, oral, or written.
 4. Any amendment to this Agreement after the date of execution must be in writing and signed by all Parties to the Agreement to be deemed effective.

5. This Agreement shall be governed by and interpreted in accordance with the laws of Connecticut.
6. The provisions of this Agreement are severable, and if any one or more provisions are determined by a Court of competent jurisdiction to be unenforceable, in whole or in part, the remaining provisions of this Agreement shall nevertheless be binding and enforceable to the maximum extent permitted by law.

FOR THE CITY OF HARTFORD:

By: _____

Luke Bronin, Mayor

Date: _____

1/24/23

FOR LOCAL 1716:

By: _____

Orlando Mercado, President

Date: _____

1/23/23

<u>Position</u>	No. Authorized <u>and Funded</u>	No. of Vacancies, as of:		
		<u>Aug-22</u>	<u>Nov-22</u>	<u>Jan-23</u>
Maintainer III	48	10	11	13
Maintainer IV	13	1	0	0
Team Leaders	<u>9</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	70	11	11	13
Overall Vacancy Rate		16%	16%	19%

	Effective	Maintainer III		Maintainer IV		Team Leader		Notes
	As Of:	Min	Max	Min	Max	Min	Max	
Hartford (Current)	7/1/2022	\$20.38	\$23.44	\$21.84	\$25.12	\$25.18	\$30.22	Base plus 3 steps
East Hartford	7/1/2022							Base plus 3 6-month steps
Maint. III Bulk Truck/Trailer Drivers		\$27.53	\$31.13					
Parks Maint. III		\$28.49	\$32.27					
Highway Maint. III		\$29.59	\$33.51					
Maint. IV				\$29.59	\$33.51			
Manchester ¹	7/1/2021							Base plus 3 steps
Maintainer II		\$27.66	\$32.96					
Maintainer III				\$29.39	\$34.40			
Bloomfield ²	7/1/2021							Base plus 7 steps
Maintainer II		\$28.58	\$32.16					
Heavy Equipment Operator				\$30.97	\$34.86			
Crew Chief Field Opers						\$32.72	\$36.82	
Wethersfield	7/1/2021	\$25.85	\$29.77	\$26.15	\$32.19			Base plus 5 steps
Bridgeport	7/1/2019	\$19.37	\$24.52	\$20.78	\$26.31			Base plus 5 steps; Also have Maint V position
Waterbury	7/1/2021	\$18.95	\$22.06					No Maintainer IV position
New Haven	7/1/2020							
Laborer		Single hourly rate: \$24.79						
Refuse Laborer		Single hourly rate: \$26.90						
Refuse Truck Driver		Single hourly rate: \$28.71						

1. Manchester: Maintainer II most closely corresponds to Hartford Maint. III; Maint. III most closely corresponds to Hartford Maint. IV.

2. Bloomfield: Maintainer II most closely corresponds to Hartford Maint. III

	A	B	C	D	E	F	G
1	Proposed DPW Step Changes - Summary of Impact						
2	Changes Affect Maintainer III, Maintainer IV, and Public Works Team Leader positions						
3							
4	As of 10/28/22			FY2023 Impact	FY2024 Impact		
5	Job Description	Step	Count				
6	Filled Positions						
7	Maintainer III	0	3	11,142.61	25,038.44		
8	Maintainer III	1	2	7,646.81	17,671.36		
9	Maintainer III	2	4	10,631.34	27,287.65		
10	Maintainer III	3	28	87,253.40	216,737.46		
11	Maintainer IV	3	13	30,825.04	102,116.14		
12	PW Team Leader	0	2	3,228.65	4,922.98		
13	PW Team Leader	1	2	3,779.78	6,092.53		
14	PW Team Leader	2	1	1,931.03	3,442.58		
15	PW Team Leader	3	4	9,588.29	19,872.70		
16	Subtotal, Filled		59	166,026.94	423,181.82		
17							
18	Vacant Positions						
19	Maintainer III	0	2	7,579.93	18,869.01		
20	Maintainer III	2	1	2,921.84	7,648.65		
21	Maintainer III	3	7	23,925.36	58,561.73		
22	Subtotal, Vacant		10	34,427.13	85,079.39		
23							
24	Total		69	200,454.07	508,261.22		
25							
26							
27	Filled and Vacant (Combined) Positions						
28	Maintainer III	0	5	18,722.54	43,907.45		
29	Maintainer III	1	2	7,646.81	17,671.36		
30	Maintainer III	2	5	13,553.17	34,936.30		
31	Maintainer III	3	35	111,178.76	275,299.19		
32	Maintainer IV	3	13	30,825.04	102,116.14		
33	PW Team Leader	0	2	3,228.65	4,922.98		
34	PW Team Leader	1	2	3,779.78	6,092.53		
35	PW Team Leader	2	1	1,931.03	3,442.58		
36	PW Team Leader	3	4	9,588.29	19,872.70		
37	Subtotal, Filled		69	200,454.07	508,261.22		
38							
39	Notes:						
40	1. Changes to these positions were per guidance provided by Human Resources.						
41	2. A 2.5% GWI/COLA effective 7/1/23 was included in original FY2024 FT Model for BU 1716. This GWI/COLA						
42	was included in the FY2024 Impact.						
43	3. One of the Maintainer III positions (position #1319) in the original FY2024 FT Model included incorrect values						
44	for job grade, step value and current annual salary. These values were corrected before analysis was begun.						
45							

Current and Proposed Salary Tables

Current Salary Ranges

Maintainer III

	BASE 0	1 1/2 Year	2 1st Year	3 2nd Year
Weekly	\$ 815.25	\$ 856.00	\$ 896.75	\$ 937.50
Hourly	\$20.3813	\$21.4000	\$22.4188	\$23.4375
Annual	\$42,393	\$44,512	\$46,631	\$48,750

Maintainer IV

	Base 0	1	2	3
Weekly	\$ 873.75	\$ 917.50	\$ 961.25	\$ 1,004.75
Hourly	\$21.8438	\$22.9375	\$24.0313	\$25.1188
Annual	\$45,435	\$47,710	\$49,985	\$52,247

PW Team Leader

	Base 0	1	2	3	4
Weekly	\$ 1,007.25	\$ 1,057.50	\$ 1,108.00	\$ 1,158.25	\$ 1,208.75
Hourly	\$25.1813	\$ 26.4375	\$27.7000	\$28.9563	\$30.2188
Annual	\$52,377	\$54,990	\$57,616	\$60,229	\$62,855

Proposed Salary Ranges

Maintainer III

	BASE 0	1 1/2 Year	2 1st Year	3 2nd Year
Weekly	\$ 961.50	\$ 1,009.50	\$ 1,057.75	\$ 1,105.75
Hourly	\$24.0375	\$25.2375	\$26.4438	\$27.6438
Annual	\$49,998	\$52,494	\$55,003	\$57,499

Maintainer IV

	BASE 0	1 1/2 Year	2 1st Year	3 2nd Year
Weekly	\$ 1,096.25	\$ 1,151.00	\$ 1,206.00	\$ 1,260.75
Hourly	\$27.4063	\$28.7750	\$30.1500	\$31.5188
Annual	\$57,005	\$59,852	\$62,712	\$65,559

PW Team Leader

	0 Base	1st Year 1	2nd Year No CDL	2nd Year with CDL
Weekly	\$ 1,131.50	\$ 1,188.00	\$ 1,244.75	\$ 1,301.25
Hourly	\$28.2875	\$29.7000	\$31.1188	\$32.5313
Annual	\$58,838	\$61,776	\$64,727	\$67,665

2022-23 and 2023-24 Deficit Mitigation

MARB Hartford Subcommittee
January 26, 2023



Expected 2023-24 Revenues and Expenses & Drivers



Revenues are projected to decrease

Flat local funding and decreased State funding (-\$5.1M)



2023-24 Budget	
Projected Revenues*	\$416,682,852
Projected Expenses	\$440,696,417
(Deficit)	(\$24,008,565)

Expenses are projected to increase

Tuition costs + Open Choice enrollment (+\$8.6M)



Transportation costs (+\$5.6M)

Labor costs (+\$1.9M)

Cost of goods and services due to inflation

Deficit = ~6% of our operating budget

With decreasing revenues and increasing expenses, we are projecting a deficit in our 2023-24 Budget

*Excludes COVID relief grant revenues and expenses

Revenue by Source



General Budget	Projection FY22-23	Projection FY23-24
Education Cost Sharing	187,989,124	187,989,124
Health & Welfare	54,629	54,629
City of Hartford Contribution	95,969,521	95,969,521
Fund 1003 General Fund Total	284,013,274	284,013,274
Federal Grants:		
Title I Improving Basic Skills	12,393,712	12,669,101
Title I Improving Basic Skills Carryover	-	3,500,000
Title I (ESEA) Part D Local Neglected & Delinquent	68,673	42,937
Title II Part A Teachers	1,136,003	1,184,836
Title II Part A Teachers Carryover	-	70,000
Title III Part A English, Language Learner	543,235	517,544
Title III Part A English, Language Learner Carryover	-	250,000
Title IV-A Social Support & Academic	946,097	934,571
Unallocated Carryover	4,000,000	-
Total Title Funds	19,087,720	19,168,989
IDEA Part B, Section 611	6,549,072	6,579,149
IDEA Part B, Section 611 Carryover	-	1,000,000
IDEA Part B, Section 619	204,114	212,368
Carl Perkins	591,485	673,150
Total Remaining Federal Grants	7,344,671	8,464,667
Total Federal Grants	26,432,391	27,633,656

State Grants:	Projection FY22-23	Projection FY23-24
Early Childhood	-	200,000
Family Resource Centers	508,250	508,250
Bilingual Education	216,080	393,539
Priority School District	4,400,000	4,415,943
PSD - Extended School Hours	325,000	339,084
PSD - Summer School	375,000	389,859
Commissioner's Network S2	-	605,000
Commissioner's Network S1	-	830,358
State Adult Education	1,885,964	1,810,566
Alliance District Grant	27,740,160	26,904,562
Adult Education CEE 1	-	6,461
Adult Education CEE 2	-	112,211
Open Choice Slots	150,000	150,000
State Magnet Operating	56,546,142	49,500,000
Dept of Health Svs (OPHAS)	875,000	925,000
Dept of Health Svs (OPHAS)	125,000	125,000
Regional School Choice Supplement	850,000	650,000
Excess Cost	5,329,382	6,750,000
Medicaid	2,904,629	2,500,000
Office for Young Children (School Readiness)	2,190,000	2,190,000
Total State Grants	104,420,606	99,305,833
Private Sources/Fee Collections:		
Third Party Billing	2,281,826	2,100,000
Barr Foundation	50,000	-
Pre-K Fee Collection	-	100,000
Special Ed Tuition Billing	1,000,000	3,500,000
Miscellaneous	1,490,000	-
Hartford Education Foundation	12,000	-
Total Other Grants	4,833,826	5,700,000
Fund 2007 Special Funds Total	135,686,823	132,669,578
All Funds Total	419,700,097	416,682,852

Excludes COVID relief and SIG grants in both periods.

Key 2023-24 Expense Drivers



Expense	2022-23 Adopted	2023-24 Proposed	Change
Certified Staff	\$150,547,962	\$150,187,351	-\$360,611
Non-Certified Staff	\$59,801,906	\$60,245,362	\$443,456
Fringe Benefits	<u>\$57,293,088</u>	<u>\$59,190,088</u>	<u>\$1,897,000</u>
Total staff-related	\$267,642,956	\$269,622,801	\$1,979,845
Tuition	\$99,598,020	\$108,212,370	\$8,614,350
Transportation	\$21,513,932	\$27,115,571	\$5,601,639
Utilities	<u>\$8,246,853</u>	<u>\$9,406,348</u>	<u>\$1,159,495</u>
Total other 'Big 4'	\$129,358,805	\$144,734,289	\$15,375,484
Professional Services	\$9,634,548	\$11,151,904	\$1,517,356
Rentals, Maint & Repairs	\$5,697,492	\$5,748,334	\$50,842
Misc./Office Supplies	\$918,963	\$939,885	\$20,922
Maintenance Supplies	\$384,500	\$420,429	\$35,929
Instructional Supplies	\$4,579,654	\$6,058,917	\$1,479,263
Tech Equipment and Software	\$1,450,989	\$1,561,835	\$110,846
Internet, Printing and Marketing	\$1,756,422	\$2,909,764	\$1,153,342
Travel	\$187,439	\$251,410	\$63,971
Misc. Purchased Services	\$1,828,115	\$947,962	-\$880,153
Other Operating Costs	\$1,088,165	\$1,079,279	-\$8,886
Indirect and Vacancy	<u>-\$4,827,951</u>	<u>-\$4,730,392</u>	<u>\$97,559</u>
Total all other	\$22,698,336	\$26,339,326	\$3,640,991
Total	\$419,700,097	\$440,696,417	\$20,996,320

Tuition: The biggest driver of the the change is 300 more students enrolled in CREC schools in 2022-23 than 2021-22; CREC tuition increase of \$1,700 per student, per year.

Transportation: More door-to-door transportation for special education and displaced students

What is HPS doing to mitigate this fiscal outlook?



HPS leadership is taking steps to close the anticipated gap

Cost Mitigation	Estimated Impact
Vacant positions <ul style="list-style-type: none"> • Immediate hiring freeze on vacant full-time positions in General Fund except for classroom-based instructional staff • Reduce or restructure vacant positions 	\$7-\$9 million
Reduction and/or consolidation of programs, platforms and non-personnel expenses when possible (including Central Office)	\$2-\$4 million
Budget gap to be closed during 2023-24 year	\$2-\$3 million
Increased Revenue	
Strategic use of remaining ESSER funds to offset portions of the projected 2023-24 costs	\$4-\$6 million
Reexamine our revenue assumptions to see if too conservative, especially regarding external partners	\$3-\$4 million
<i>Estimated Potential Savings</i>	
\$18-\$26 million	

Importantly we do not anticipate impacting existing staff through a reduction in force (RIF)



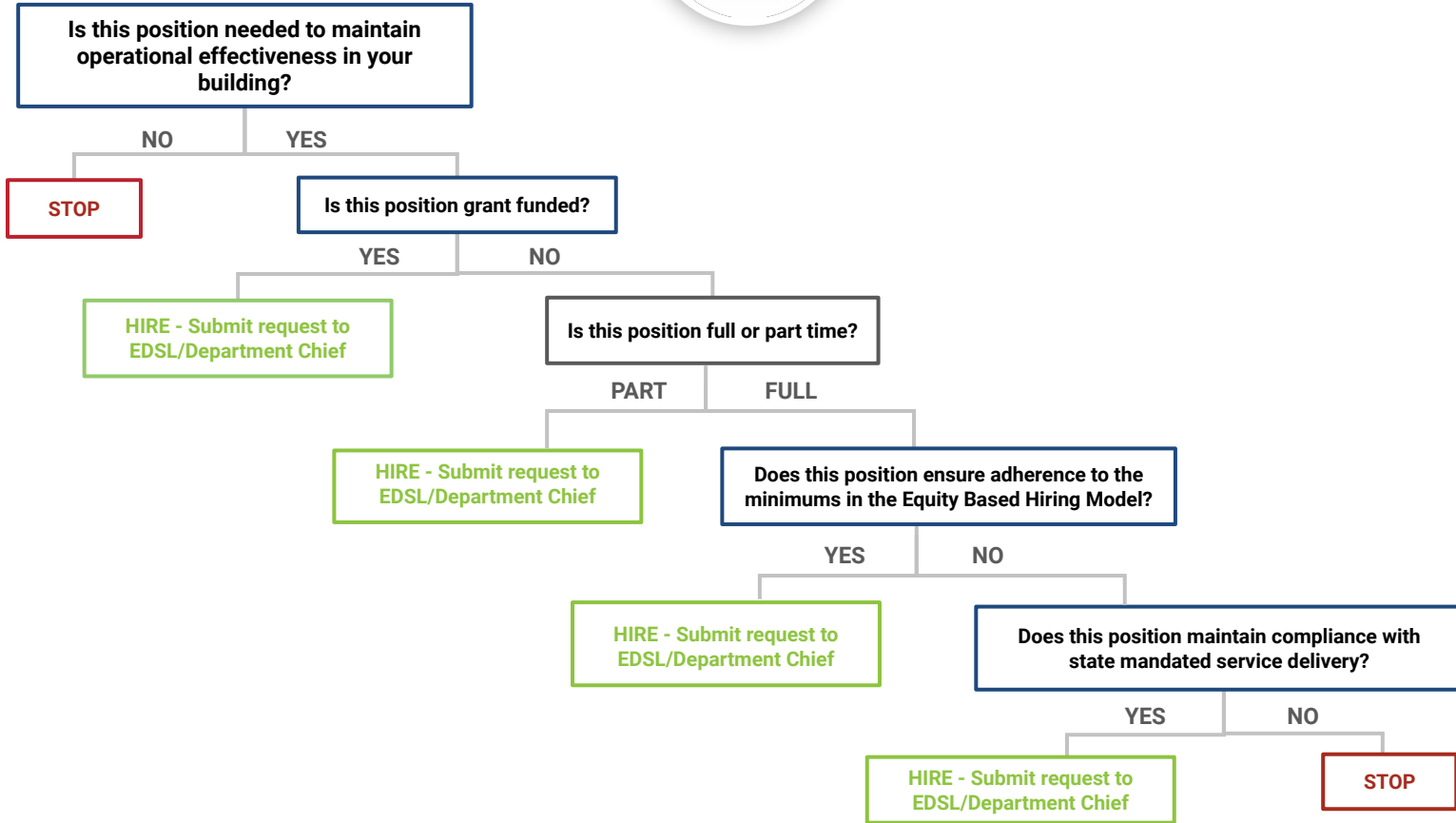
General Fund (General Budget) full-time vacancies are frozen for hiring effective immediately. **Exceptions to the hiring freeze include:**

1. **Positions funded by Special Funds (grants)**
2. **Full-time classroom teachers**
3. **Positions that maintain compliance with mandated service delivery (for example, Special Education Teachers & Paraprofessionals)**
4. **Any position that keeps a school in alignment with the minimum expressed in the Equity Based Starter Budget**

All hiring requests must be submitted to the EDSL. Those requests, when approved, will then be submitted to OTM, with Deputy Superintendent cc'd.

OTM will only consider requests submitted by EDSLs or department chiefs.

The Hiring Process



City of Hartford
 FY2023 Mitigation Efforts Update
 Through 12-31-22

#	Initiative	Savings/ Increased Revenues Estimated (Annual)	Savings/ Increased Revenue Year-to-Date - FY2023 (One Time)	Savings/ Increased Revenue Year-to-Date - FY2023 (Multi Year)	Savings/ Increased Revenue Future Years	Remaining Savings/ Revenues to Recognize to Meet Goal	Updates/Steps to Take
	REVENUE:						
1	Tax Collection Efforts (Estimated Additional Annual Revenues \$300K-\$500K)	\$300,000	\$0 \$0 <u>\$168,248</u> \$168,248	\$0 \$0	\$0 \$0	\$131,752	<p>1) Annual Tax Deed Sale – TBD for FY2023. For the FY2022 Tax Deed Sale: Tax Deed Sale occurred in June 2022. As of 6/30/22 sale and redemptions totaled \$1,888,947.66 for 47 properties.</p> <p>2) License Plate Scanning & Compliance – 3rd party agreement with 50/50 split of revenue and work performed throughout the year by 3rd party (revenue not budgeted) - through 9-30-22; this contract will not be renewed for FY2023. Total collected in FY22 \$350,686.</p> <p>3) MTS collections: FY 2023 December P6 collections in totals: \$336,496; City earns: \$168,248</p>
2	Private Duty Jobs and Other Receivable Collection Efforts (Estimated Additional Annual Revenues \$100,000-\$350,000)	\$100,000	\$23,195	\$0	\$2,540	\$74,265	<p>1) City to review outstanding receivables (non-tax) to assess collection steps based on type of service provided, date of service and amounts. Revenue unit is continually working with collection agency on outstanding receivables and with Corporation Counsel on write offs of uncollectible receivables.</p> <p>2) City engaged with collection agency and placed past due invoices for collections. Through November 2022, the City has assigned \$171,758 to collections, \$4,672 was cancelled for various reasons, and \$25,751 has been collected. An additional \$10,884 will be written off due to company forfeited or owner deceased, \$18,104 will need Corporation Counsel guidance on refusal to pay.</p> <p>3) We are working with Revenue Services LLC and various City Departments to determine the best practices for City collections and continue to refine our policies and procedures. Written procedures will continue to be reviewed, with a goal of finalization by June 2023.</p>
3	Grant Opportunities (Estimated Additional Annual Revenues Amount Varies by Grant)	\$3,000,000	\$299,000 \$15,438 \$100,000 \$7,000,000 \$94,444 \$2,000,000 \$9,508,882	\$0	\$0	\$0	<p>The Grants Department is actively seeking and applying for new grants which meet our core objectives. This is an ongoing effort. Grants listed below are new funding sources to the City.</p> <p>Grants awarded: Love Hartford Initiative(periodic funding) CIF- Grant Writer Fire Safety Public Education Program Farmington Ave Streetscape and Property Acquisition Auto Theft and Violence Grant Goodwin Park Entrance and Lighting on Maple</p> <p>Significant grant Opportunities the City Submitted an application to: CIF- Hart is Where the Home is (\$26.8 Million)</p>

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EXPENDITURES:							
4	Energy Efficiency Opportunities (Estimated Additional Annual Savings \$350,000-\$1,000,000)	\$954,899	\$145,000 \$706,099 \$67,500 \$23,000 <u>\$13,300</u> \$954,899	\$0 \$0	\$0 \$0	\$0	Virtual Net Metering Savings between CTEC and Lodestar: City avoided market costs significantly higher than budgetary savings Supply Contracts with Constellation, Sprague, EDF - City avoided market costs significantly higher than budgetary savings Demand Response with Cpower, EnelX, EnelX/RTDR - City avoided costs significantly higher than budgetary savings Fuel Cells with Parkville, HPSC - City avoided costs significantly higher than budgetary savings Solar with MIRA and Small rooftop - City avoided costs significantly higher than budgetary savings No Changes for December
5	Workers Compensation Cost Reduction Strategies (Estimated Additional Annual Savings \$75,000-\$200,000)	\$150,000 Total: FY 23 as of P5	\$22,222 \$9,446 \$0 \$0 <u>\$350,000</u> \$381,668	\$22,222 \$9,446 \$500 \$0 \$0 \$32,168	\$20,000 \$10,000 \$1,000 \$0 \$0 \$0 <u>\$0</u> \$31,000	\$0 (\$294,836)	1) Implement New Program: PMA Care 24: PMA 24 is a Workers Comp injury reporting program that offers immediate 24-hour nurse triage for injured employees. This program prevents unnecessary, expensive visits to urgent care or the emergency room when possible and helps alleviate the administrative burden of reporting WC claims. - Live in DPW 7/30/2021 - Total savings for FY22 DPW only = \$34,152 -Live in Police 8/1/2022 - Live for all remaining departments except Fire 12/1/2022 -Planned go live goal for Fire is 3/1/2023 2) Safety & Health Committees - Established in all required locations. CT WC Commission audited the City Hall Committee in Nov 2022 and we were found to be compliant as acknowledged in letter received Jan 2023. No fines incurred due to compliance. 3) Total WC Claim spend decreased by \$338K between FY21 and FY22. In both years we only used 78% of budget. Decreased spend attributed to good vendor management and department participation, implementation of PMA 24 in DPW, risk reduction safety training in DPW, etc. 4) WC results as of p4 have positive indicators: -We spent \$310k less on WC claims as of P4 FY23 than the spend at p4 FY22 (912k vs. 1.22M) -We used only 22% of our WC Claims budget when we should be at approximately 33% of this WC claims budget. Both of these indicators suggest that WC Claims spend is down and we should come in under budget again this year. *In addition we have also gone live with PMA 24 for all departments other than Fire as of 12/1 5) WC results as of P5 have positive indicators: -We spent \$350K less on WC claims as of P5 FY23 than the spend at P4 FY22. (\$1.2M vs \$1.55M) -We have only used 29% of our WC Claims budget. We are 42% through the fiscal year. - Note: FY23 WC claims budget is \$480K (or 11%) less than the same budget for FY22. (\$4.15M vs \$4.63M) As our WC Claims spend continues to trend down, we should come in at or under budget for the 4th fiscal year in a row.
6	Cost Reduction Strategies Through Procurement Efforts (Estimated Additional Annual Savings of at Least \$50k Annually)	\$50,000	\$0 \$0 \$0 <u>\$0</u> \$0	\$0 \$0 \$0 <u>\$0</u> \$0	\$0 <u>\$0</u> \$0	\$50,000	In FY2022, the Project Manager responsible for cost reduction projects left the City. The City is having difficulty filling the position. Hoping to hire by end of FY2023. Projects listed for FY2023 include (but are not limited to) - 1) Fleet Program Savings 2) Copier/Printer Management and Savings 3) Mail Machine Contract Savings - \$10k over 3 years 4) Energy Bill Payment and Tracking Software - Energy Watch: implementation in progress to assist with tracking/streamlining energy bills No Changes for December - Project Manager position not yet filled

City of Hartford
 FY2023 Mitigation Efforts Update
 Through 12-31-22

7	Cost Reduction Strategies Through Facility and Fleet Management Efforts (Estimated Additional Annual Savings \$75,000 to \$100,000)	\$75,000	\$0	\$0	\$0	\$75,000	<p>The City has a Fleet Manager who works closely with departments to determine the need for vehicle replacements, repairs, etc. on a City-Wide basis. The City established a Fleet Working Group to determine where savings can be realized; from replacing old vehicles with more fuel-efficient vehicles to sourcing repair parts at contracted prices.</p> <p>Vehicle Usage Policy has been published and all signed forms and driver's licences collected. This policy, in conjunction with the GPS available on some of our vehicles, is helping to identify misuse and pursue disciplinary action.</p> <p>Adding GPS to all of our vehicles would further our fleet management use and abuse capabilities. Cost: Approx \$150K Savings: \$50K per year</p> <p>-Established a workflow for fleet vehicles that are judged to be a "total loss" allowing departments to replace vehicles without waiting for the next budget cycle. 3 Tahoes for HPD purchased to date.</p> <p>- Fleet manager is now provided a list of employee separations so former employees can be removed from the fuel mater system (eliminate financial risk).</p> <p>- Empowered Fleet Manager to manage the fleet life cycle and set standards for when vehicles should be replaced based on mileage, usage, repairs, age, warranty, etc. Use of this data allows for re-purposing of vehicles across City departments to maximize use and reduce need for purchase of new vehicles for low usage departments.</p> <p>As 1/25/2023, 100 employees will have completed a Defensive Driving Course. This should reduce MVA's.</p>
Totals		\$4,629,899	\$11,036,892	\$32,168	\$33,540	\$36,181	