

### CHECK LIST FOR ALDERMANIC SUBMISSIONS

<input checked="" type="checkbox"/>	Cover Letter
<input checked="" type="checkbox"/>	Resolutions/ Orders/ Ordinances
<input checked="" type="checkbox"/>	Prior Notification Form
<input checked="" type="checkbox"/>	Fiscal Impact Statement - Should include comprehensive budget
<input checked="" type="checkbox"/>	Supporting Documentation
<input type="checkbox"/>	Disk or E-mailed Cover letter & Order

#### **IN ADDITION IF A GRANT:**

<input type="checkbox"/>	Notice of Intent
<input type="checkbox"/>	Grant Summary
<input type="checkbox"/>	Executive Summary (not longer than 5 pages without an explanation)

**Date Submitted:** Friday, August 23, 2019

**Meeting Submitted For:** September 06, 2019

**Regular or Suspension Agenda:** Regular

**Submitted By:** Sean Matteson / Michael Gormany

**Title of Legislation:** Budget Transfer 201-20-1

ORDINANCE AMENDMENT TO APPROPRIATING ORDINANCE # 1 AUTHORIZING BUDGET TRANSFER #201-20-1 TRANSFERRING FUNDS FROM THE OFFICE OF MANAGEMENT AND BUDGET IN THE AMOUNT OF \$7,600 TO THE DEPARTMENT OF POLICE SERVICE SALARY ACCOUNT TO COVER THE ADDITIONAL SALARY OF THE CHIEF OF POLICE

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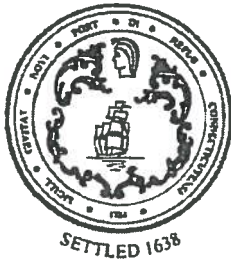
**Comments:** \_\_\_\_\_

**Coordinator's Signature:** \_\_\_\_\_

**Controller's Signature (if grant):** \_\_\_\_\_

**Mayor's Office Signature:** \_\_\_\_\_

Call 946-7670 with any questions.



# CITY OF NEW HAVEN

**TONI N. HARP, MAYOR**

165 Church Street  
New Haven, Connecticut 06510  
T. 203.946.8200 F: 203.946.7683  
[www.CityofNewHaven.com](http://www.CityofNewHaven.com)



31 July 2019

Otoniel Reyes  
1 Union Avenue  
New Haven, CT 06519

Mr. Reyes:

I am pleased to extend this conditional offer of employment in the position of Police Chief for the City of New Haven's Department of Police Services. This offer is to be final and binding upon the confirmation of your appointment by the New Haven Board of Alders.

Until the legislative body has confirmed your appointment you shall serve in the role as "Acting Chief" not to exceed 180-days from appointment. This offer requires that you maintain residency within the City of New Haven until such time as you no longer serve as the Chief of Police for the City.

This offer covers:

- Appointment to fulfil the existing term left vacant by Chief Campbell which shall end on 31 January 2022;
- You shall retain your current medical benefits.
- An annualized salary of \$169,900; and
- Overnight use of a City owned vehicle.

While serving in the role of Chief you shall fall under guidance of the Executive Management & Confidential Personnel and Procedures Manual ("Manual"). The Manual may tender other such benefits to you which this offer letter does not enumerate. I have taken the liberty to enclose a copy for you with this correspondence. I recommend you review the Manual and direct any questions which you may have to Human Resources Manager Stephen Librandi.

Sincerely,


Toni N. Harp  
Mayor

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[www.InfoNewHaven.com](http://www.InfoNewHaven.com)



Upon signing this conditional offer of employment, you recognize that it is conditional in nature until confirmation is complete, but the benefits contained within, and those bestowed upon you by the Executive Management & Confidential Personnel and Procedures Manual, shall be in effect.

Upon signing the parties agree they have incorporated into this letter their entire understanding and no oral statement extrinsic to this conditional offer of employment shall have any force of effect.

  
\_\_\_\_\_  
Mayor Toni N. Harp

8/2/19  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Otoniel Reyes  
Acting Chief of Police

8/2/19  
\_\_\_\_\_  
Date

Cc: Honorable Tyisha Walker-Myers  
Tomás Reyes  
Steve Librandi

**ORDINANCE AMENDMENT TO APPROPRIATING ORDINANCE # 1AUTHORIZING BUDGET TRANSFER #201-20-1 TRANSFERRING FUNDS FROM THE OFFICE OF MANAGEMENT AND BUDGET IN THE AMOUNT OF \$7,600 TO THE DEPARTMENT OF POLICE SERVICE SALARY ACCOUNT TO COVER THE ADDITIONAL SALARY OF THE CHIEF OF POLICE**

**WHEREAS**, Article VIII, Section 3 of the City Charter and Section 2-386 (1) of the Code of General Ordinances requires the approval of the Board of Alders for the transfer of funds within the General Fund Operating Budget as adopted; and

**WHEREAS**, Additional funds are needed to cover the increase in salary of the New Haven Police Chief for FY 2019-20; and,

**WHEREAS**, The Board of Alder approved budget for the NHPD Police Chief is \$162,000; and

**WHEREAS**, The Chief Administrative Officer is requesting Board of Alder approval to increase the salary for the NHPD Police Chief to \$169,600; and

**WHEREAS**, The increase in salary in the amount of \$7,600 is available from vacant position 2100 (Financial/Program Analyst \$69,028) located within the Office of Management and Budget; and

**WHEREAS**, the savings from lapsed salary in te Office of Management and Budget are necessary to cover additional salary expenditure in the Police department for Fiscal Year 2019-20.

**NOW, THEREFORE, BE IT ORDAINED by the New Haven Board of Alders** that Transfer #201-20-1 be approved to transfer \$7,600 from 1-137-1070-50110 salaries to 1-201-1010-50110 to cover additional salary increase for the NHPD Police Chief for Fiscal Year 2019-20.

# **PRIOR NOTIFICATION FORM**

## **NOTICE OF MATTER TO BE SUBMITTED TO THE BOARD OF ALDERMEN**

TO (list applicable aldermen/women):

Entire Board

DATE: **Friday, August 23, 2019**

FROM: Department

Chief Administrative Office

Person

Sean Mattesson/Michael  
Gormany

Telephone 946-7902

This is to inform you that the following matter affecting your ward(s) will be submitted to the Board of Aldermen.

**ORDINANCE AMENDMENT TO APPROPRIATING ORDINANCE # 1AUTHORIZING BUDGET TRANSFER #201-20-1 TRANSFERRING FUNDS FROM THE OFFICE OF MANAGEMENT AND BUDGET IN THE AMOUNT OF \$7,600 TO THE DEPARTMENT OF POLICE SERVICE SALARY ACCOUNT TO COVER THE ADDITIONAL SALARY OF THE CHIEF OF POLICE**

Check one if this an appointment to a commission

☐ Democrat

☐ Republican

☐ Unaffiliated/Independent/Other \_\_\_\_\_

### **INSTRUCTIONS TO DEPARTMENTS**

1. Departments are responsible for sending this form to the alderperson(s) affected by the item.
2. This form must be sent (or delivered) directly to the alderperson(s) **before** it is submitted to the Legislative Services Office for the Board of Aldermen agenda.
3. The date entry must be completed with the date this form was sent the alderperson(s).
4. Copies to: alderperson(s); sponsoring department; attached to submission to Board of Aldermen.

**FISCAL IMPACT STATEMENT**

DATE: Friday, August 23, 2019  
FROM (Dept.): Chief Administrative Office  
CONTACT: Sean Matteson / Michael Gormany PHONE: 946-7902

**SUBMISSION ITEM (Title of Legislation):**

ORDINANCE AMENDMENT TO APPROPRIATING ORDINANCE # 1AUTHORIZING BUDGET TRANSFER #201-20-1 TRANSFERRING FUNDS FROM THE OFFICE OF MANAGEMENT AND BUDGET IN THE AMOUNT OF \$7,600 TO THE DEPARTMENT OF POLICE SERVICE SALARY ACCOUNT TO COVER THE ADDITIONAL SALARY OF THE CHIEF OF POLICE

**List Cost:** Describe in as much detail as possible both personnel and non-personnel costs; general, capital or special funds; and source of funds currently budgeted for this purpose.

				CAPITAL/LINE ITEM/DEPT/ACT/OBJ CODE
	GENERAL	SPECIAL	BOND	
<b>A. Personnel</b>				
1. Initial start up				
2. One-time				
3. Annual	See Attached			
<b>B. Non-personnel</b>				
1. Initial start up				
2. One-time				
3. Annual	See Attached			

**List Revenues:** Will this item result in any revenues for the City? If Yes, please list amount and type.

NO	<input checked="" type="checkbox"/>
YES	<input type="checkbox"/>

1. One-time
2. Annual



**CITY OF NEW HAVEN**  
**OFFICE OF MANAGEMENT & BUDGET**  
165 Church Street, New Haven, CT 06510

Toni N. Harp  
MAYOR  
Michael Gormany  
BUDGET DIRECTOR

City Of New Haven Transfer Form  
Office of Management and Budget  
Michael Gormany, Budget Director  
Phone (203) 946-6413 Fax (203) 946-7924  
[mgormany@newhavenct.gov](mailto:mgormany@newhavenct.gov)

FROM				TO						
Organization Name	Organization Code	Object Code Name	Object code	Transfer Amount	Organization Name	Organization Code	Object Code Name	Object code	Transfer Amount	
1	Management and Budget	11371070	Salary	50110	7,600	Police Services	12011010	Salary	50110	7,600
2										
3										
4										
5										
6										
Total					\$7,600.00	Total				\$7,600.00

**Transfer Explanation**

Cover additional salary increase for Chief of Police

X Michael Gormany

Department Head, Deputy, or Assistant Chief

X [Signature]

Coordinator or Deputy Coordinator

X Jones-Royce

Mayor, Budget Director or Budget Office Staff