

 David W. St. Hilaire Director of Finance	Key Department Objectives	Key Accomplishments	Key Performance Statistics	FY 2018/19 Total Expense Budget	# FTEs
Finance  Daniel Garrick Assistant Director of Finance/ Risk Manager Risk Management	Ensures the City meets its budgetary and operational goals and objectives in the most cost-efficient and effective manner.	Conducted a \$17.1M Bond Refunding, saving \$750K in future interest payments.	# Items Processed: - Payroll Checks: 18,500 - Pension Checks: 9,600 - Invoices: 17,000 - Vendor Checks: 7,300	\$1,112,675	10.3
	Protect the City's assets by promoting the safety and health of employees, minimizing damage and injury claims, promoting public safety, and effectively administering affordable employee benefits.	Returned \$104K to the City for retiree medical Expenses from the Medicare D reimbursement program and bid Medicare Surround Program, continuing with the same provider and benefits under a self-insured basis. Estimated annual savings of \$140K.	Total # Insured: 890 # Worker's Compensation filed: 250 General Liability Claims: 110	\$46,030,049	1.5
Tax Assessor  Brian Lastra Tax Assessor	Accurately assess all properties in Danbury and generate the Grand List, which includes real estate, business, personal property, and registered motor vehicles.	Conducted the October 2017 citywide Revaluation to create a fair distribution of the tax burden.	Total # Properties Assessed during the 10/1/2017 Revaluation: 27,682 # Properties Assessed in Grand List: - Real Estate: 26,689 - Motor Vehicle: 70,605 - Personal Property: 10,462	\$456,247	5.5
Tax Collector  Scott Ferguson Tax Collector	Apply CT General Statutes & City Ordinances for the collect taxes and utility bill payments.	The office has built a strong relationships with Union Savings Bank and Savings Bank of Danbury, allowing for tax payment programs at the respective bank branches.	# Property Tax Bills Issued: 99,667 # Utility Bills Issued: 48,000 # Motor Vehicles Supplemental Bills Issued: 15,943	\$624,082	8.0
Purchasing  Charles Volpe Purchasing Agent	Procure goods and services required by City departments and agencies in the most cost-effective and efficient manner, while ensuring compliance with the rules and regulations set forth by the City Code of Ordinances.	Collaborated with Finance and Corporation Counsel to lock-in favorable heating fuel and motor fuel pricing for FY17/18 and FY18/19.	# Purchase Orders Issued: 4,400 Value of Orders: \$55M # Sealed Bids: 50	\$302,085	3.0
Information Technology  Frank Genùte I.T. Manager	Responsible for the management, design, operation and programming of all Information Technology Systems. Provides an uninterrupted flow of data internally and externally to the organization through planning, design, support, programming, and administering up-to-date operating standards for the acquisition of all hardware and software technology used by City offices.	Critical Computer technology life-cycle deployments completed including: 75 end-of- life computer replacements, new Storage Area Network. Expanded city-wide office Internet & Wi-Fi bandwidth by 50%. Successful implementation of Parks & Rec Management System	Total # Support Calls: 3,400 (all levels) # Devices & Servers Managed: 998 # Workstations Managed: 750	\$1,378,362	1.0