

**City of Darien**  
**Minutes of the Administrative Finance Committee**  
**Darien City Hall Conference Room**  
**March 9, 2009**

The meeting was called to order by Chairman Poteraske at 6:30 p.m. and a quorum was declared.

Committee Members in attendance: Alderman John Poteraske and Alderman Carolyn Gattuso.

Committee Members Absent: Alderman Halil Avci

The following staff members were present: Chief of Police Robert Pavelchik and Assistant to the City Administrator Scott Coren.

Elected Officials in Attendance: None

Residents/Guests in Attendance: None

**Item 4a – Ordinance Authorizing Sale of Surplus Property – Police Department**

Staff requests Committee and Council approval for the sale of surplus property consisting of unclaimed found property, worn out equipment and motor vehicles. A detailed list is outlined in the agenda memo.

Motion by Alderman Gattuso, seconded by Alderman Poteraske, two ayes by voice vote. Motion carried.

**Item 5a – Cleaning Contract**

Staff requested to not opt out of the cleaning contract with Best Quality Cleaning for FYE 2010. They were the low bid by a significant amount.

Motion by Alderman Poteraske, seconded by Alderman Gattuso, two ayes by voice vote. Motion carried.

**Item 5c – Ammunition Purchase – Police Department**

Staff requests Committee and Council approval for an expenditure of budgeted funds in the amount of \$6,304.32 from police line item 40-4217, for the purchase of ammunition. Due to fluctuations in the ammunition market, several orders came at the same time, which increased the expenditure over the \$5,000 spending limit.

Motion by Alderman Poteraske, seconded by Alderman Gattuso, two ayes by voice vote. Motion carried.

**Item 5d – Carpet Purchase – Police Department**

Staff requests Committee and Council approval for an expenditure of budget funds in the amount of \$6,457.73 from police line item 40-4223 for carpeting and flooring in the police facility. The low bid is less than the budgeted amount of \$14,000.00.

Motion by Alderman Gattuso, seconded by Alderman Poteraske, two ayes by voice vote. Motion carried.

**Item 6a – Water Fund Tax Abatement**

Staff brought forward a request to abate the bond for the water tower at Plant Two. This item was considered and budgeted.

Motion by Alderman Poteraske, seconded by Alderman Gattuso, two ayes by voice vote. Motion carried.

The meeting was adjourned at 6:40 p.m. on a motion by Alderman Poteraske, second by Alderman Gattuso.

Next scheduled meeting date is Monday, April 13, 2009.

The Administrative Finance Committee of the Whole will meet tomorrow night, March 10<sup>th</sup>, for a budget meeting.