

COUNCIL PRESIDENT
PRO TEMPORE
EVELYN V. FARGNOLI
24 LESLIE DRIVE
PROVIDENCE, RI 02908
Res: 351-5110



City of Providence, Rhode Island

March 28, 1996

COMMITTEES

Finance
Chairwoman

Board of
Park Commissioners

Water Supply Board

Ex-Officio Member

Retirement Board

Board of Contract
and Supply

Capital Center Commission

Board of Investment
Commissioners

Mr. Michael R. Clement
City Clerk
City Hall
Providence, Rhode Island 02903

Dear Mr. Clement:

Relative to the expired terms of two members of the Providence Plan Housing Corporation, I hereby make the following appointments:

Don M. DeSantis
232 Adelaide Avenue
Providence, RI 02907

Councilwoman Balbina A. Young
489 Public Street
Providence, RI 02907

IN CITY COUNCIL

APR 4 1996

READ
WHEREUPON IT IS ORDERED THAT
THE SAME BE RECEIVED.

Michael R. Clement CLERK

Very truly yours,

Evelyn V. Fagnoli

Evelyn V. Fagnoli
Council President Pro Tempore

EVF/ml

SKILLS

- Diverse background with significant experience in service, manufacturing and retail industries.
- Exceptional ability to analyze data, make sound business decisions and implement action.
- Excellent abilities in cash management, budgeting and cost control.
- Advanced knowledge of PC based computer systems, Novell networks, Platinum accounting software, Great Plains accounting software, Xtrieve, Lotus 123, Quattro Pro, Excel, Word Perfect, PageMaker, Da Vinci E-mail, Microsoft Access, Windows and other utility software; Apple Computer networks.
- Personable with considerable skills in managing people.

PROFESSIONAL EXPERIENCE

ENERGY ANSWERS CORPORATION \$42 million operator of waste-to-energy facilities and provider of waste management services, October 1989 to Present

Corporate Controller, September 1992 to Present:

Responsible for accounting and financial operations of parent corporation, nine subsidiaries and four limited partnerships. Primary responsibilities include interfacing with managers to discuss operating results, and educating them as to the significance of budget variances and how their business affects the balance sheet. Other responsibilities include managing cash and overseeing the preparation and distribution of all financial statements and operating reports, and the development of all accounting and reporting systems. Supervise staff of thirteen.

- Redesigned existing budgeting process and implement a new system of bottom-up budgets, stressing logical centers of management responsibility.
- Educated project managers as to the new reporting structure and trained them in budgeting for their activities.
- Conducted training sessions for accounting department staff to increase their level of understanding with respect to the operations and the significance of accuracy and timeliness.
- Assembled a final budget in a series of more than 300 Quattro spreadsheets, prepared flow charts illustrating the spreadsheet relationships and coordinated the programming efforts in developing a budget database.

Financial Manager, May 1990 to September 1992:

- Redesigned consolidated chart of accounts and subsidiary charts enabling meaningful consolidated reporting in addition to reporting at the subsidiary level.
- Converted accounting software to Platinum Accounting Software for seven subsidiaries. Automated consolidations.
- Coordinated an extensive network of intercompany transactions and associated monthly reconciliations.
- Developed project cost accounting system for tracking costs on development projects as well as billable projects and their associated billing routines.
- Analyzed existing procedures, implemented new procedures and began writing an operating procedures manual
- Prepare monthly reporting packages to senior management including financial reports and analysis of results, extensive cash flow projections, and a narrative financial

perspective of operations.

- Prepare weekly and monthly reporting packages to managers of operations including such reports as labor usage, product sales, and budget variance reports.

Financial Analyst, October 1989 to May 1990:

- Analyzed existing accounting systems and closing procedures and made recommendations for improvements
- Analyzed existing project costing system, converted data to new accounting software package and assessed associated billing routines.
- Supervised and assisted the Accounting Manager in the year-end closing, prepare all audit schedules, and handled all issues related to the annual audit.

DESIGN CIRCUITS, INC. \$3 million manufacturer of printed circuit boards and surface mount assembly, December 1984 to October 1989

Controller, responsible for all corporate accounting and finance functions including bank financing. Accomplishments include:

- The creation of a custom database application which resulted in reducing order processing cost data, more efficient production scheduling and a system for monitoring work in process.
- The development of extensive master and flexible budgets using spreadsheets (Microsoft Excel) and a streamlined system of purchasing within budget guidelines.
- Negotiated the reduction of proposed operating lease payments, resulting in a savings of \$78,000 over the term of the proposed lease.
- Federal Government contract accounting.

JORDAN MARSH COMPANY, January 1985 to October 1986

Sales Manager

- Merchandising responsibility for an annual sales volume of approximately \$2 million.
- Reversed a negative sales trend of -12% to a positive 21%.
- Extensive business analysis and sales planning.
- Maintenance of departmental purchase journals and strict inventory control.
- Negotiate inventory purchases with buyers.
- Supervision of 15 employees

**OTHER
EXPERIENCE**

FIRST INVESTORS CORPORATION, January 1984 to December 1984

Sales Representative

SEARS, ROEBUCK AND CO., March 1978 to January 1984

Floor Supervisor & Local Marketing Coordinator

EDUCATION

BRYANT COLLEGE, Smithfield, Rhode Island, December 1984

Bachelor of Science in Business Administration

Majors: Accounting, Marketing

AFFILIATIONS

ELMWOOD FOUNDATION for Architectural and Historical Preservation

Treasurer

INSTITUTE OF MANAGEMENT ACCOUNTANTS

Member

COUNCIL PRESIDENT
PRO TEMPORE
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PROVIDENCE, RI 02908
Res: 351-5110



City of Providence, Rhode Island

March 29, 1996

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Mr. Michael R. Clement
City Clerk
City Hall
Providence, Rhode Island 02903

Dear Mr. Clement:

In accordance with the authority granted me under the provisions of the City Council Resolution No. 111 approved March 28, 1996, I hereby make the following appointments to the Special Committee on State Legislation:

Councilman Thomas M. Glavin
Councilman David V. Igliazzi
Councilman Ronald W. Allen
Councilman John H. Rollins
Councilwoman Rita M. Williams

IN CITY COUNCIL

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Mr. Michael R. Clement
City Clerk
City Hall
Providence, Rhode Island 02903

Dear Mr. Clement:

In accordance with the authority granted me under the provisions of City Council Resolution No. 718, approved December 28, 1995, I hereby make the following appointments to the Study Commission on Education:

Teresa Suarez
167 Indiana Avenue
Providence, RI 02905

Alicia Delgado
14 Croyland Road
Providence, RI 02905

Paige Newby
16 Montague Street
Providence, RI 02906

Phyliss Araujo
30 Gladstone Street
Providence, RI 02905

IN CITY COUNCIL

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