

**OAK HILLS PARK AUTHORITY
MEETING MINUTES
August 15, 2013**

PRESENT: Bob Virgulak, Chairman; Clyde Mount, Vice Chairman; Mike Corsello; Paul Cifatte; Shannon Giandurco; and Ernie DesRoches.

STAFF: Shelly Guyer, Executive Director; Ed Ruiz, Golf Pro and Jim Schell, Superintendent.

ABSENT: Pam Works, Stephanie McLaughlin and Bill Kementzides.

INTERESTED PARTIES: Walter Englert

CALL TO ORDER

Mr. Virgulak called the meeting to order at 7:30 p.m.

ACCEPTANCE OF MINUTES

Mr. Virgulak asked the Authority Members to review the minutes of the July 18, 2013 meeting.

****MR. CORSELLO MADE A MOTION TO APPROVE THE MINUTES OF THE JULY 18, 2013 MEETING.**

****MR. CIFATTE SECONDED THE MOTION.**

****THE MOTION PASSED. MRS. GIANDURCO ABSTAINED.**

PUBLIC COMMENT

Mr. Virgulak asked that the public to keep their comments to three minutes.

Jane Walters thanked the superintendent and the golf pro for their efforts at Oak Hills Park. She noted that the course plays like a country club and she continues to bring her business associates to play who are astonished that the Oak Hills is in such great condition and thriving.

Paul Cantor noted that the loans the City has made to Oak Hills are in fact subsidized by the residents of Norwalk. Mr. Cantor stated that he is not opposed to golf, bowling or skiing but to a small group of citizens having the sole benefit of 144 acres of public land. He noted that overall golf play has decreased on a national level substantially. He feels the due to this reason the course cannot cover its costs and payments on its loans therefore should not be venturing to construct a driving range as an answer to its problems. He suggested that the OHPA instead consider reducing the play from 18 to a 9 hole course to create space and revenue from recreation that the general public can enjoy and the OHPS can use to help maintain the golf course.

Yvonne Lopaur pointed out a few issues that OHPH was not handling correctly: meetings of the Ad Hoc Driving Range committee were being held behind closed doors; the nature trail signs had been taken down; the meeting minutes were not posted in a timely manner; the Member's speak to each other during public comment; the amount of rent for the driving range was not made public; and taking City loans is a taxpayer subsidy.

Scott Kimmick discussed the OHPA Profit & Loss statement as it pertains to the operating debt due to the decrease in resident golf rounds. Mr. Kimmick noted that the number of 9 hole rounds were up 118% and suggested that this was a national trend. He commented that the OHPA would not have to construct a pint size driving range if it created a 9 hole course that produced more revenue from rounds and preserved the land.

Gordon Tully stated that as an architect he wanted to point out that the proposed range site sat on an extreme slope and ledge and he advised the OHPA to expect any bid to include a topography map. Mr. Tully went onto describe the considerable construction work that would be involved in building a range at the proposed site.

Diane CeCe advised the Park Authority that at the end of the 3 minute public comment period the Authority might consider telling the speaker to "sum up their comments". She noted that the OHPA minutes and agenda are not posted in a timely manner. Ms. CeCe asked that OHPA consider including the monthly meeting dates and minutes and a list of Authority Member names on their website. She asked that the OHPA elaborate on the agenda items listed under Executive Session.

Bill Wren stated that he read the master plan that was written by Concept Golf and it listed other park recreational uses such as nature trails and an ice skating rink. He noted that he assumes that some of the same ideas are in subsequent master plans and will be in the new master plan. He suggested that the OHPA complete a new master plan prior to constructing a driving range because he believes that's how they will consider the big picture and make the best decision. He thanked the OHPA for listening to his comments.

Elsa Peterson Obuchowski advised the OHPA that a woman she was discussing the driving range with suggested that OHPA consider installing a zip line at the Park instead of a driving range to raise revenue, preserve the trees and provide recreational fun for residents.

Diane Loricello agreed with the thoughts expressed here tonight on the importance of planning. She recited an old saying, "Those that fail to plan, plan to fail". She noted that the neighbors want to help the Park and golf course continue but in a sustainable way. She suggested that anyone interested in seeing this happen be involved in sharing ideas on how to make it a multi-use park. She asked that the OHPA not consider the King driving range proposal which centers on the 8-9 acre of woodland in the Park.

Mary/Missy Conrad noted that her husband had been a golfer. She stated that what upsets her is that it appears that people feel that a piece of land has to be used by human beings to have any right to exist. She stated that these are very important woodlands and these type of trees may never have the opportunity to grow this way again due to the change in the weather. She noted that we are stewards and have the responsibility to care for nature and migratory birds and animals that live in it.

PRO'S REPORT

Mr. Ruiz reported that the golf sales and junior golf are in high season and doing very well. He intends to provide a comprehensive operational analysis with highlights on the pros and cons on the daily operations of this year's golf season. Mr. Ruiz elaborated on the success of this year's junior golf clinics and that a range would allow OH to offer full day camps whereby the practice at a range is essential.

SUPERINTENDANT'S REPORT

Mr. Schell advised the Authority of several tee box improvements that he feels are essential to make. He stated that he has proposals for these items. He reported that he would like to take on a project to remove the weed around the 5 green, aerify the area, then reseed with turf grass.

He stated that there's a small oil leak from the new boiler in the rental house which he has reported to the installer. He reviewed the repairs he'd like to make with the \$2,400 left in the car path budget.

He noted that all the yardage and sprinkler head markers in the fairway are now visible and the yardage stakes have been removed. He would like to replace the missing caps on the sprinkler heads and tee plaques to give the yardage. A discussion took place regarding the proposed repairs and improvements, whether the crew would perform the work and the cost.

EXECUTIVE DIRECTOR REPORT

Mr. Guyer reported that July 2013 sales were basically even with last year in spite of the fact that there was an unprecedented 8 days of 90+ degree weather. Mr. Guyer reviewed the golf revenue by classification and noted 9 hole rounds were up 53% due to the increased play by twilight leagues. He reported that the Golf Now dollars have doubled over last year. Mr. Guyer stated that tee times have been booked solid up to 6:30 in August. The Authority discussed the afternoon play and increased and sold out tournament outings.

Mr. Guyer read a letter from a golfer who complimented and thanked the staff for the kindness and assistance given to him and his grandson's last week.

COMMITTEE REPORTS AND DISCUSSION

Tennis / Restaurant Liaison Committee

Mr. Cifatte's reported that the Kings Highway Partners staff made the season the best in several years. He stated that the official season is over after Labor Day weekend but the courts will remain open and maintained by the superintendent's crew during the off season.

Mr. Cifatte noted that he, Mr. Guyer and Mr. Virgulak met with the restaurateur Amar Condouri, Vincent LaFoot and Mrs. LaFoot to discuss and clear up service concerns and problems with the hours.

Greens, Facilities & Water Use Committee

No report.

Finance Committee

Mr. Virgulak noted that the OHPA still doesn't have a finance committee chairman. Mr. Guyer noted that a small revision on the July balance sheet will be made but the bottom line shows that the cash position is \$50,000 more than last year. The Authority discussed the financial statements and the purchase of \$6,800 in potable water.

Legal Committee

Mr. Corsello suggested that the Authority Members will discuss the matter of a labor issue and restaurant lease negotiations in executive session. Mr. Virgulak agreed.

Marketing Committee

Mrs. Giandurco discussed the details of the tournament and advertising of the Mayor's Tournament on September 9, 2013.

She reported that the OHPA decided to rename the tournament in honor of Mayor Esposito who started that tournament. Mr. Mount discussed the progress on signing up tournament and tee sponsorships and email marketing thus far. The Authority Member's and staff discussed the tournament format, the marketing and inviting the remaining Esposito family.

Mrs. Giandurco reported that the Facebook page is being updated with photos regularly and OH has sold 50 vouchers through the new promo with WEBE 108 radio.

Human Resource & Policy Committee

Mr. Mount noted the labor issue will be discussed under executive session.

Master Plan Committee

Mr. Mount advised the Authority Members he has asked Mr. DesRoches to assume the position of chairman of the Master Plan committee because he is closer to the issue.

OLD BUSINESS

Ad Hoc Driving Range Committee

Mr. DesRoches addressed his comments to the audience this evening due to the large number of speculative comments that have been made about this project. He stated that he has yet to find anyone that has attempted to review OHPA financial statements over the last 10 years. He stated that he has and can report that: the OHPA debt to the City is only 1% of its entire indebtedness; to say that OH is taxpayer support is dishonest because the City issues bonds are repaid by the user as is the case of the Parking Authority; and the financial statements clearly show that the problem is the debt on the restaurant. Mr. DesRoches stated that at the time the City took \$3.1 million in bond debt on Oak Hills Park and paid \$900,000 for a new irrigation system, \$1 million was budgeted for a restaurant and \$1.1 million toward a driving range. He reported that instead, \$2.2 million was used to build a new restaurant and by not building a driving range the City and that Authority total eviscerated the planned revenue needed to help pay the debt. Mr. DesRoches stated that due to the decisions made at that time, the current OHPA must now make the best financial decision it can to pay the course operating costs and the debt. e He He

Mr. DesRoches reported that he and Mr. Mount have reviewed and negotiated the two driving range bids extensively and recommend that OHPA proceed with negotiating the proposal submitted by the Total Driving Range Solutions. He reported that this proposal makes the best business sense to raise revenue and pay off the debt service. He advised the Authority of the few basic items that have been discussed: an option to buy out the lease every 5 years; OHPA will receive a reasonable amount of the gross revenue; and their architect will provide OHPA with services to update the master plan and develop alternative uses for the park.

Mr. Mount stated that the Total Driving Range Solutions proposal will take the OHPA much closer to what they see as a deal that will be the most beneficial to the course in the long run. Mr. Mount noted that the RFP process was not made public, which is typical, because the involved parties are in negotiation and public comment is not part of the RFP process.

****MR. MOUNT MADE A MOTION TO ALLOW CHAIRMAN MR. DESROCHES TO PROCEED WITH FORMAL NEGOTIATIONS WITH THE TOTAL DRIVING RANGE SOLUTIONS PROPOSAL.**
****MRS. GIANDURCO SECONDED THE MOTION.**
****THE MOTION PASSED UNANIMOUSLY.**

Mr. DesRoches noted that he has respected Mr. Wren's opinion through the whole process. The OHPA discussed the comments made by the committee. Mr. Ruiz advised Mr. DesRoches that Total Solutions has approached him they intend to start their own teaching programs which would undercut his teaching program. Mr. DesRoches and Mr. Mount agreed that they made it clear to Total Solutions that the OH golf professional use of the driving range is a priority and that protecting Mr. Ruiz interest is very important to them.

NEW BUSINESS

Mr. Virgulak reported that OHPA has a note in the amount of \$218,258.97 to pay to the City on September 1, 2013. Mr. Guyer responded that they will be able to pay the note. Mr. Virgulak suggested that OHPA request to hold back the payment of \$40,000 on the escrow until October 1, 2013. Mr. Mount replied that he would agree if the City can okay it without a vote. Mr. DesRoches noted that it would help manage the cash through the end of the season. Mr. Englert mentioned that OHPA has a five year plan and suggested that it check the burn rate and adjust the plan for the recent expense and revenue changes. Mr. Virgulak agreed and advised the Authority Members that he would discuss it with Mr. Hamilton at the City.

EXECUTIVE SESSION

Mr. Corsello stated that the OHPA will go into executive session to discuss pending litigation and lease negotiations.

****MR. CIFATTE MADE A MOTION TO GO INTO EXECUTIVE SESSION TO DISCUSS PENDING LITIGATION AND LEASE NEGOTIATIONS.**
****MR. DESROCHES SECONDED THE MOTION.**
****THE MOTION PASSED UNANIMOUSLY.**

Mr. Virgulak called the meeting of the OHPA into executive session at 8:51 p.m.

The OHPA returned from executive session at 9:48. Mr. Corsello stated that the no action was taken on either of the items under executive session.

ADJOURNMENT

The Chair entertained a motion to adjourn the meeting at 9:50 p.m.
****MR. MOUNT MADE A MOTION TO ADJOURN THE MEETING.**
****MRS. GIANDURCO SECONDED THE MOTION.**
****THE MOTION PASSED UNANIMOUSLY.**

Respectfully submitted,
Sheila Dravis

OAK HILLS SALES ANALYSIS JULY 2013

<u>Description</u>	<u>Jul 2012</u>	<u>Jul 2013</u>	<u>Inc/(Dec)</u>	<u>YTD 2013</u>	<u>YTD 2014</u>	<u>Inc/(Dec)</u>
Total Revenue Rounds	5,521	5,400	-2.2%	5,521	5,400	-2.2%
Total Non Revenue Rounds	<u>9</u>	<u>75</u>	<u>733.3%</u>	<u>9</u>	<u>75</u>	<u>733.3%</u>
Total All Rounds	5,530	5,475	-1.0%	5,530	5,475	-1.0%
 Total Carts	 3,322	 3,249	 -2.2%	 3,322	 3,249	 -2.2%
Total Golf ID Cards	86	91	5.8%	86	91	5.8%
Total Gift Cards	10	11	10.0%	10	11	10.0%
 Total \$ Revenue Rounds	 \$153,620	 \$156,086	 1.6%	 \$153,620	 \$156,086	 1.6%
Total Carts \$	\$51,509	\$48,768	-5.3%	\$51,509	\$48,768	-5.3%
Total Golf ID Cards \$	\$6,900	\$6,745	-2.2%	\$6,900	\$6,745	-2.2%
Total Gift Cards \$	\$659	\$755	14.6%	\$659	\$755	14.6%
	\$212,688	\$212,354	-0.2%	\$212,688	\$212,354	-0.2%
 Resident Adult 18 Rounds	 1,896	 1,588	 -16.2%	 1,896	 1,588	 -16.2%
Resident Senior 18 Rounds	1,189	1,046	-12.0%	1,189	1,046	-12.0%
Junior 18 Rounds	113	103	-8.8%	113	103	-8.8%
Resident Golf T 18 Rounds	1	17	1600.0%	1	17	1600.0%
Empl 18 Rounds	137	139	1.5%	137	139	1.5%
Non Resident 18 Rounds	1,686	1,742	3.3%	1,686	1,742	3.3%
Total 9 Hole Rounds	499	765	53.3%	499	765	53.3%
 Resident Adult 18 Rounds \$	 \$47,602	 \$40,855	 -14.2%	 \$47,602	 \$40,855	 -14.2%
Resident Senior 18 Rounds \$	\$23,063	\$20,664	-10.4%	\$23,063	\$20,664	-10.4%
Junior 18 Rounds \$	\$1,719	\$1,642	-4.5%	\$1,719	\$1,642	-4.5%
Resident Golf T 18 Rounds \$	\$14	\$232	1557.1%	\$14	\$232	0.0%
Empl 18 Rounds \$	\$995	\$1,025	3.0%	\$995	\$1,025	3.0%
Non Resident 18 Rounds \$	\$69,663	\$76,621	10.0%	\$69,663	\$76,621	10.0%
Total 9 Hole Rounds \$	\$10,564	\$15,047	42.4%	\$10,564	\$15,047	42.4%
 JR NONRES DISC	 2	 2	 0.0%	 2	 2	 0.0%
NONRES DISCOUNT	4	1	-75.0%	4	1	-75.0%
FAMILY REG	0	10	0.0%	0	10	#DIV/0!
CITY/OWNER REG	<u>1</u>	<u>0</u>	<u>-100.0%</u>	<u>1</u>	<u>0</u>	<u>-100.0%</u>
Total	5	11	120.0%	5	11	120.0%
 GolfNow Rounds	 24	 31		 24	 31	
GolfNow Dollars	\$856	\$1,836		\$856	\$1,836	
	\$35.67	\$59.23		\$35.67	\$59.23	

August 9, 2013

Mr. Shelly Guyer, Executive Director

Oak Hills Park Country Club

165 Fallow Street

Norwalk, CT 06850

Dear Mr. Guyer:

I cannot express the kindness and concern given to me and my grandsons, Tuesday, August 6th, by your staff. Russ, Tony and Kevin never gave up helping me find the keys to my car that I so foolishly lost. They helped me for several hours and as the tow truck was about to arrive, Kevin looked in a bush and there they were. I was so relieved and grateful to all of them. Russ remained after he checked out from work to do all he could. Not only did I lose my keys, but one of my grandsons hit a ball so hard that his club slid out of his hands and into the pond. It was way beyond reach, but Russ was able to secure help from the maintenance crew and they retrieved a club to a very sad boy.

Although you hope we never play at your course again, it will be just the opposite. The boys have already taken a week of lessons and will be doing them again the week of the 12th. They have expressed how much they have learned from the camp and are very anxious to start. I call them "the Sylvester Gang". They are great brothers and I will caution them about slippery hands when swinging that club and, of course, not being too competitive.

I don't want to forget the girl who drives the snack cart. She was so concerned and helpful. What a peach of a person she is. You have done a great job in selecting your staff and I am most grateful and apologetic (for losing my keys).

Please share this letter with them, as I would like them to know my sentiments. Thank you.

Most sincerely,


Sally Van Meter

15 Juniper Road

Darien, CT

Cc: Russ, Tony, Kevin and Maintenance

6:17 AM

08/16/13

Accrual Basis

OAK HILLS PARK AUTHORITY

Balance Sheet Prev Year Comparison

As of July 31, 2013

	Jul 31, 13	Jul 31, 12	\$ Change	% Change
ASSETS				
Current Assets				
Checking/Savings				
1000 · Cash				
1010 · CAP Account - Wells Fargo	71,404.46	81,448.99	-10,044.53	-12.3%
1011 · Money Market - Wells Fargo	239,254.74	150,964.99	88,289.75	58.5%
1040 · Escrow Security Dep Apt 2 Right	2,000.21	2,000.03	0.18	0.0%
1050 · Petty	400.00	42.67	357.33	837.4%
Total 1000 · Cash	313,059.41	234,456.68	78,602.73	33.5%
Total Checking/Savings	313,059.41	234,456.68	78,602.73	33.5%
Accounts Receivable				
1201 · Accounts Receivable	0.00	208.18	-208.18	-100.0%
Total Accounts Receivable	0.00	208.18	-208.18	-100.0%
Other Current Assets				
1100 · Inventory	91,246.76	97,851.65	-6,604.89	-6.8%
1200 · Receivables				
1205 · Rents Receivable	5,000.00	0.00	5,000.00	100.0%
Total 1200 · Receivables	5,000.00	0.00	5,000.00	100.0%
1300 · Prepaid Expenses	16,133.54	34,866.76	-18,733.22	-53.7%
Total Other Current Assets	112,380.30	132,718.41	-20,338.11	-15.3%
Total Current Assets	425,439.71	367,383.27	58,056.44	15.8%
Fixed Assets				
1500 · Fixed Assets				
1505 · Machinery and Equipment	1,032,703.70	858,353.40	174,350.30	20.3%
1510 · Accumulated Depreciation/Amort.	-2,345,317.58	-2,144,255.98	-201,061.60	-9.4%
1561 · Park Improvements	1,587,345.42	1,509,803.27	77,542.15	5.1%
1562 · Restaurant	2,277,134.66	2,277,134.66	0.00	0.0%
1570 · Capital Projects in Progress	0.00	47,505.19	-47,505.19	-100.0%
Total 1500 · Fixed Assets	2,551,866.20	2,548,540.54	3,325.66	0.1%
Total Fixed Assets	2,551,866.20	2,548,540.54	3,325.66	0.1%
Other Assets				
1550 · Other Assets				
1555 · City of Norwalk Escrow Account	40,000.00	0.00	40,000.00	100.0%
Total 1550 · Other Assets	40,000.00	0.00	40,000.00	100.0%
Total Other Assets	40,000.00	0.00	40,000.00	100.0%
TOTAL ASSETS	3,017,305.91	2,915,923.81	101,382.10	3.5%
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable				
2000 · *Accounts Payable	38,243.69	58,235.59	-19,991.90	-34.3%
Total Accounts Payable	38,243.69	58,235.59	-19,991.90	-34.3%
Other Current Liabilities				
2050 · Accounts Payable-Tennis Revenue	1,630.00	0.00	1,630.00	100.0%
2100 · Accrued Payroll	16,201.52	24,881.65	-8,680.13	-34.9%
2104 · Accrued retirement contribution	0.00	4,003.35	-4,003.35	-100.0%
2105 · Accrued Vacation Pay	7,437.71	7,437.71	0.00	0.0%
2106 · Accrued Sick Leave Pay	26,102.31	26,102.31	0.00	0.0%
2200 · Accrued Expenses	21,166.74	84,871.52	-63,704.78	-75.1%
2210 · Security Deposit-Entrance House				
2212 · Security Dep - Apt 2 Right	2,000.17	2,000.03	0.14	0.0%
Total 2210 · Security Deposit-Entrance Ho...	2,000.17	2,000.03	0.14	0.0%

6:17 AM

08/16/13

Accrual Basis

OAK HILLS PARK AUTHORITY
Balance Sheet Prev Year Comparison
As of July 31, 2013

	Jul 31, 13	Jul 31, 12	\$ Change	% Change
2250 · Deferred Revenue				
2251 · Tournament Deposits	2,000.00	0.00	2,000.00	100.0%
2250 · Deferred Revenue - Other	5,000.00	11,200.00	-6,200.00	-55.4%
Total 2250 · Deferred Revenue	7,000.00	11,200.00	-4,200.00	-37.5%
2400 · Cart Sales Tax Due	-211.00	0.00	-211.00	-100.0%
2500 · Monies due City of Norwalk				
2501 · Bond Due to City of Norwalk	148,176.38	0.00	148,176.38	100.0%
2502 · Escrow due to City of Norwalk	36,666.63	0.00	36,666.63	100.0%
2503 · 150k Capital Debt	15,227.41	0.00	15,227.41	100.0%
2504 · 150k Operating Debt	7,355.86	0.00	7,355.86	100.0%
2500 · Monies due City of Norwalk - Other	0.00	173,676.76	-173,676.76	-100.0%
Total 2500 · Monies due City of Norwalk	207,426.28	173,676.76	33,749.52	19.4%
Total Other Current Liabilities	288,753.73	334,173.33	-45,419.60	-13.6%
Total Current Liabilities	326,997.42	392,408.92	-65,411.50	-16.7%
Long Term Liabilities				
2700 · Irrigation Debt	260,526.31	260,526.31	0.00	0.0%
2725 · Restaurant debt	1,971,067.00	1,971,067.00	0.00	0.0%
2726 · Paving Debt	97,582.50	97,582.50	0.00	0.0%
2730 · Capital Debt (150k)	125,047.34	0.00	125,047.34	100.0%
2731 · Operating Expense Debt (150k)	136,238.27	0.00	136,238.27	100.0%
2760 · Loans Payable John Deere	0.00	2,972.44	-2,972.44	-100.0%
2762 · John Deere Loan - 2010	56,780.54	88,084.46	-31,303.92	-35.5%
2763 · GE Capital (John Deere) 2012	107,994.74	0.00	107,994.74	100.0%
Total Long Term Liabilities	2,755,236.70	2,420,232.71	335,003.99	13.8%
Total Liabilities	3,082,234.12	2,812,641.63	269,592.49	9.6%
Equity				
3000 · Fund Balance				
3010 · Fund Balance - Beginning	-42,873.28	-42,873.28	0.00	0.0%
Total 3000 · Fund Balance	-42,873.28	-42,873.28	0.00	0.0%
3500 · Reserves				
3550 · Reserve for Contingencies	405,368.10	405,368.10	0.00	0.0%
Total 3500 · Reserves	405,368.10	405,368.10	0.00	0.0%
3900 · Retained Earnings	-494,598.33	-313,169.62	-181,428.71	-57.9%
Net Income	67,175.30	53,956.98	13,218.32	24.5%
Total Equity	-64,928.21	103,282.18	-168,210.39	-162.9%
TOTAL LIABILITIES & EQUITY	3,017,305.91	2,915,923.81	101,382.10	3.5%

OAK HILLS PARK AUTHORITY
Balance Sheet Current Month Vs. Prior Month
As of July 31, 2013

	Jul 31, 13	Jun 30, 13	\$ Change	% Change
ASSETS				
Current Assets				
Checking/Savings				
1000 · Cash				
1010 · CAP Account - Wells Fargo	71,404.46	27,309.27	44,095.19	161.5%
1011 · Money Market - Wells Fargo	239,254.74	178,136.70	61,118.04	34.3%
1040 · Escrow Security Dep Apt 2 Right	2,000.21	2,000.17	0.04	0.0%
1050 · Petty	400.00	400.00	0.00	0.0%
Total 1000 · Cash	313,059.41	207,846.14	105,213.27	50.6%
Total Checking/Savings	313,059.41	207,846.14	105,213.27	50.6%
Other Current Assets				
1100 · Inventory	91,246.76	110,056.35	-18,809.59	-17.1%
1200 · Receivables				
1205 · Rents Receivable	5,000.00	5,000.00	0.00	0.0%
Total 1200 · Receivables	5,000.00	5,000.00	0.00	0.0%
1300 · Prepaid Expenses	16,133.54	16,071.80	61.74	0.4%
Total Other Current Assets	112,380.30	131,128.15	-18,747.85	-14.3%
Total Current Assets	425,439.71	338,974.29	86,465.42	25.5%
Fixed Assets				
1500 · Fixed Assets				
1505 · Machinery and Equipment	1,032,703.70	1,032,703.70	0.00	0.0%
1510 · Accumulated Depreciation/Amort.	-2,345,317.58	-2,328,418.85	-16,898.73	-0.7%
1561 · Park Improvements	1,587,345.42	1,587,345.42	0.00	0.0%
1562 · Restaurant	2,277,134.66	2,277,134.66	0.00	0.0%
Total 1500 · Fixed Assets	2,551,866.20	2,568,764.93	-16,898.73	-0.7%
Total Fixed Assets	2,551,866.20	2,568,764.93	-16,898.73	-0.7%
Other Assets				
1550 · Other Assets				
1555 · City of Norwalk Escrow Account	40,000.00	40,000.00	0.00	0.0%
Total 1550 · Other Assets	40,000.00	40,000.00	0.00	0.0%
Total Other Assets	40,000.00	40,000.00	0.00	0.0%
TOTAL ASSETS	3,017,305.91	2,947,739.22	69,566.69	2.4%
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable				
2000 · *Accounts Payable	38,243.69	26,696.50	11,547.19	43.3%
Total Accounts Payable	38,243.69	26,696.50	11,547.19	43.3%
Other Current Liabilities				
2050 · Accounts Payable-Tennis Revenue	1,630.00	3,600.00	-1,970.00	-54.7%
2100 · Accrued Payroll	16,201.52	16,021.95	179.57	1.1%
2105 · Accrued Vacation Pay	7,437.71	7,437.71	0.00	0.0%
2106 · Accrued Sick Leave Pay	26,102.31	26,102.31	0.00	0.0%
2200 · Accrued Expenses	21,166.74	21,166.74	0.00	0.0%
2210 · Security Deposit-Entrance House				
2212 · Security Dep - Apt 2 Right	2,000.17	2,000.17	0.00	0.0%
Total 2210 · Security Deposit-Entrance Ho...	2,000.17	2,000.17	0.00	0.0%
2250 · Deferred Revenue				
2251 · Tournament Deposits	2,000.00	2,000.00	0.00	0.0%
2250 · Deferred Revenue - Other	5,000.00	10,000.00	-5,000.00	-50.0%
Total 2250 · Deferred Revenue	7,000.00	12,000.00	-5,000.00	-41.7%
2400 · Cart Sales Tax Due	-211.00	-211.00	0.00	0.0%

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Accrual Basis

OAK HILLS PARK AUTHORITY
Balance Sheet Current Month Vs. Prior Month
As of July 31, 2013

	Jul 31, 13	Jun 30, 13	\$ Change	% Change
2500 · Monies due City of Norwalk				
2501 · Bond Due to City of Norwalk	148,176.38	134,705.80	13,470.58	10.0%
2502 · Escrow due to City of Norwalk	36,666.63	33,333.30	3,333.33	10.0%
2503 · 150k Capital Debt	15,227.41	13,843.10	1,384.31	10.0%
2504 · 150k Operating Debt	7,355.86	7,355.86	0.00	0.0%
Total 2500 · Monies due City of Norwalk	207,426.28	189,238.06	18,188.22	9.6%
Total Other Current Liabilities	288,753.73	277,355.94	11,397.79	4.1%
Total Current Liabilities	326,997.42	304,052.44	22,944.98	7.6%
Long Term Liabilities				
2700 · Irrigation Debt	260,526.31	260,526.31	0.00	0.0%
2725 · Restaurant debt	1,971,067.00	1,971,067.00	0.00	0.0%
2726 · Paving Debt	97,582.50	97,582.50	0.00	0.0%
2730 · Capital Debt (150k)	125,047.34	125,047.34	0.00	0.0%
2731 · Operating Expense Debt (150k)	136,238.27	150,000.00	-13,761.73	-9.2%
2762 · John Deere Loan - 2010	56,780.54	59,246.02	-2,465.48	-4.2%
2763 · GE Capital (John Deere) 2012	107,994.74	112,321.12	-4,326.38	-3.9%
Total Long Term Liabilities	2,755,236.70	2,775,790.29	-20,553.59	-0.7%
Total Liabilities	3,082,234.12	3,079,842.73	2,391.39	0.1%
Equity				
3000 · Fund Balance				
3010 · Fund Balance - Beginning	-42,873.28	-42,873.28	0.00	0.0%
Total 3000 · Fund Balance	-42,873.28	-42,873.28	0.00	0.0%
3500 · Reserves				
3550 · Reserve for Contingencies	405,368.10	405,368.10	0.00	0.0%
Total 3500 · Reserves	405,368.10	405,368.10	0.00	0.0%
3900 · Retained Earnings	-494,598.33	-313,169.62	-181,428.71	-57.9%
Net Income	67,175.30	-181,428.71	248,604.01	137.0%
Total Equity	-64,928.21	-132,103.51	67,175.30	50.9%
TOTAL LIABILITIES & EQUITY	3,017,305.91	2,947,739.22	69,566.69	2.4%

OAK HILLS PARK AUTHORITY
P&L - Current Month Vs. Prior Month
July 2013

	Jul 13	Jun 13	\$ Change	% Change
Ordinary Income/Expense				
Income				
4000 · REVENUES				
4001 · Golf Revenue				
4010 · Golf Fees	127,977.00	134,569.00	-6,592.00	-4.9%
4020 · I.D. Cards	6,745.00	15,470.00	-8,725.00	-56.4%
4030 · Tournament Fees	26,189.00	14,219.00	11,970.00	84.2%
4050 · Cart Revenue	45,718.92	45,197.00	521.92	1.2%
4060 · Golf Revenue - Gift Certif.	755.00	4,402.00	-3,647.00	-82.9%
4070 · Gift & Rain Checks Redeemed	-3,563.00	-4,144.00	581.00	14.0%
4001 · Golf Revenue - Other	13,340.00	-13,392.00	26,732.00	199.6%
Total 4001 · Golf Revenue	217,161.92	196,321.00	20,840.92	10.6%
4100 · Tennis Revenue	5,000.00	10,000.00	-5,000.00	-50.0%
4200 · Rental Income	1,000.00	1,000.00	0.00	0.0%
4300 · Investment Income	807.09	381.60	425.49	111.5%
4400 · Misc. Income	0.00	500.00	-500.00	-100.0%
4600 · Restaurant Income	8,911.00	8,907.00	4.00	0.0%
Total 4000 · REVENUES	232,880.01	217,109.60	15,770.41	7.3%
Total Income	232,880.01	217,109.60	15,770.41	7.3%
Gross Profit	232,880.01	217,109.60	15,770.41	7.3%
Expense				
5000 · PERSONNEL EXPENSE				
5010 · Management Salary	6,923.06	5,865.37	1,057.69	18.0%
5030 · Administrative	16,922.02	13,864.53	3,057.49	22.1%
5050 · Course Personnel	19,640.92	21,307.04	-1,666.12	-7.8%
5060 · Course Personnel O/T	226.10	1,837.29	-1,611.19	-87.7%
5070 · Seasonal Personnel	7,002.50	3,481.56	3,520.94	101.1%
5080 · Seasonal Personnel O/T	213.00	297.38	-84.38	-28.4%
Total 5000 · PERSONNEL EXPENSE	50,927.60	46,653.17	4,274.43	9.2%
5200 · EMPLOYEE BENEFITS				
5210 · Payroll Taxes	3,960.38	5,340.86	-1,380.48	-25.9%
5230 · State Unemployment	2,139.06	1,697.31	441.75	26.0%
5250 · Health Insurance	6,568.17	-279.39	6,847.56	2,450.9%
5260 · Workmans Compensation	1,171.42	1,171.42	0.00	0.0%
5270 · Retirement Plans	199.42	-242.13	441.55	182.4%
Total 5200 · EMPLOYEE BENEFITS	14,038.45	7,688.07	6,350.38	82.6%
5400 · ADMINISTRATIVE EXPENSES				
5420 · Telephone	0.00	822.58	-822.58	-100.0%
5430 · Professional Fees	4,009.50	4,024.35	-14.85	-0.4%
5440 · Office Expense	1,927.20	2,731.03	-803.83	-29.4%
5441 · Bank Charges	170.50	180.37	-9.87	-5.5%
5442 · Credit Card Fees	1,866.54	2,887.37	-1,020.83	-35.4%
5450 · Training and Dues	0.00	756.00	-756.00	-100.0%
5461 · Authority Secretarial Services	120.00	128.34	-8.34	-6.5%
5469 · Other Outside Services	282.50	271.40	11.10	4.1%
5470 · Other Administrative	0.00	2,709.40	-2,709.40	-100.0%
5480 · Utilities	2,691.41	2,996.44	-305.03	-10.2%
5490 · Water	161.70	216.05	-54.35	-25.2%
5500 · Liability Insurance	2,861.33	2,861.33	0.00	0.0%
5520 · Interest Expense				
5525 · Interest on GE equipment loan	0.00	525.07	-525.07	-100.0%
5520 · Interest Expense - Other	1,453.38	244.24	1,209.14	495.1%
Total 5520 · Interest Expense	1,453.38	769.31	684.07	88.9%
Total 5400 · ADMINISTRATIVE EXPENSES	15,544.06	21,353.97	-5,809.91	-27.2%
5700 · PARK MAINTENANCE				
5710 · Water	6,778.27	1,433.50	5,344.77	372.9%
5720 · Heating Fuel	1,518.28	1,566.96	-48.68	-3.1%
5730 · Grounds Maintenance	597.20	957.22	-360.02	-37.6%

OAK HILLS PARK AUTHORITY
P&L - Current Month Vs. Prior Month
July 2013

	Jul 13	Jun 13	\$ Change	% Change
5750 · Agriculture and Chemicals				
5751 · Agriculture&Chemicals-Purcha...	2,302.50	0.00	2,302.50	100.0%
5752 · Agriculture/Chemicals Utilized	18,809.59	15,538.33	3,271.26	21.1%
Total 5750 · Agriculture and Chemicals	21,112.09	15,538.33	5,573.76	35.9%
5760 · Irrigation Maintenance	2,039.18	579.99	1,459.19	251.6%
5780 · Tee and Green Supplies	0.00	408.91	-408.91	-100.0%
5795 · Janitorial Supplies	0.00	260.54	-260.54	-100.0%
5800 · Equipment Maintenance	3,549.29	1,530.31	2,018.98	131.9%
5820 · Building Maintenance	909.38	1,351.81	-442.43	-32.7%
5860 · Gasoline/Diesel Fuel	3,420.51	1,684.63	1,735.88	103.0%
Total 5700 · PARK MAINTENANCE	39,924.20	25,312.20	14,612.00	57.7%
6000 · CART EXPENSE				
6010 · Cart Lease Expense	7,997.00	8,396.85	-399.85	-4.8%
6020 · Electricity	1,305.86	1,259.43	46.43	3.7%
6030 · Maintenance	480.59	894.84	-414.25	-46.3%
6050 · Cart Insurance	400.00	400.00	0.00	0.0%
Total 6000 · CART EXPENSE	10,183.45	10,951.12	-767.67	-7.0%
Total Expense	130,617.76	111,958.53	18,659.23	16.7%
Net Ordinary Income	102,262.25	105,151.07	-2,888.82	-2.8%
Other Income/Expense				
Other Expense				
8000 · Depreciation/Amortization	16,898.73	16,898.73	0.00	0.0%
8002 · Bond to City	13,470.58	13,470.58	0.00	0.0%
8003 · Replenish escrow	3,333.33	3,333.33	0.00	0.0%
8004 · Capital Debt to City	1,384.31	1,384.31	0.00	0.0%
Total Other Expense	35,086.95	35,086.95	0.00	0.0%
Net Other Income	-35,086.95	-35,086.95	0.00	0.0%
Net Income	67,175.30	70,064.12	-2,888.82	-4.1%

OAK HILLS PARK AUTHORITY
P&L - Current Month Vs. Prior Year Month
July 2013

	Jul 13	Jul 12	\$ Change	% Change
Ordinary Income/Expense				
Income				
4000 · REVENUES				
4001 · Golf Revenue				
4010 · Golf Fees	127,977.00	142,920.00	-14,943.00	-10.5%
4020 · I.D. Cards	6,745.00	6,900.00	-155.00	-2.3%
4030 · Tournament Fees	26,189.00	6,700.00	19,489.00	290.9%
4050 · Cart Revenue	45,718.92	48,617.00	-2,898.08	-6.0%
4060 · Golf Revenue - Gift Certif.	755.00	659.00	96.00	14.6%
4070 · Gift & Rain Checks Redeemed	-3,563.00	-3,988.80	425.80	10.7%
4080 · Golf Revenue-Advertising	0.00	3,000.00	-3,000.00	-100.0%
4001 · Golf Revenue - Other	13,340.00	0.00	13,340.00	100.0%
Total 4001 · Golf Revenue	217,161.92	204,807.20	12,354.72	6.0%
4100 · Tennis Revenue	5,000.00	5,600.00	-600.00	-10.7%
4200 · Rental Income	1,000.00	0.00	1,000.00	100.0%
4300 · Investment Income	807.09	19.15	787.94	4,114.6%
4600 · Restaurant Income	8,911.00	8,515.27	395.73	4.7%
Total 4000 · REVENUES	232,880.01	218,941.62	13,938.39	6.4%
Total Income	232,880.01	218,941.62	13,938.39	6.4%
Gross Profit	232,880.01	218,941.62	13,938.39	6.4%
Expense				
5000 · PERSONNEL EXPENSE				
5010 · Management Salary	6,923.06	6,380.65	542.41	8.5%
5030 · Administrative	16,922.02	19,504.66	-2,582.64	-13.2%
5040 · Administrative O/T	0.00	189.00	-189.00	-100.0%
5050 · Course Personnel	19,640.92	21,714.26	-2,073.34	-9.6%
5060 · Course Personnel O/T	226.10	1,327.23	-1,101.13	-83.0%
5070 · Seasonal Personnel	7,002.50	11,734.07	-4,731.57	-40.3%
5080 · Seasonal Personnel O/T	213.00	1,966.62	-1,753.62	-89.2%
Total 5000 · PERSONNEL EXPENSE	50,927.60	62,816.49	-11,888.89	-18.9%
5200 · EMPLOYEE BENEFITS				
5210 · Payroll Taxes	3,960.38	2,882.08	1,078.30	37.4%
5230 · State Unemployment	2,139.06	1,336.31	802.75	60.1%
5250 · Health Insurance	6,568.17	1,321.12	5,247.05	397.2%
5260 · Workmans Compensation	1,171.42	1,171.42	0.00	0.0%
5270 · Retirement Plans	199.42	218.54	-19.12	-8.8%
Total 5200 · EMPLOYEE BENEFITS	14,038.45	6,929.47	7,108.98	102.6%
5400 · ADMINISTRATIVE EXPENSES				
5430 · Professional Fees	4,009.50	3,083.33	926.17	30.0%
5435 · Professional Services-Golf Pro	0.00	4,166.66	-4,166.66	-100.0%
5440 · Office Expense	1,927.20	2,425.69	-498.49	-20.6%
5441 · Bank Charges	170.50	111.40	59.10	53.1%
5442 · Credit Card Fees	1,866.54	86.95	1,779.59	2,046.7%
5460 · Outside Services	0.00	788.50	-788.50	-100.0%
5461 · Authority Secretarial Services	120.00	206.48	-86.48	-41.9%
5469 · Other Outside Services	282.50	209.34	73.16	35.0%
5470 · Other Administrative	0.00	703.65	-703.65	-100.0%
5480 · Utilities	2,691.41	835.07	1,856.34	222.3%
5490 · Water	161.70	0.00	161.70	100.0%
5500 · Liability Insurance	2,861.33	2,861.33	0.00	0.0%
5520 · Interest Expense	1,453.38	395.47	1,057.91	267.5%
Total 5400 · ADMINISTRATIVE EXPENSES	15,544.06	15,873.87	-329.81	-2.1%
5700 · PARK MAINTENANCE				
5710 · Water	6,778.27	6,277.94	500.33	8.0%
5720 · Heating Fuel	1,518.28	-791.52	2,309.80	291.8%
5730 · Grounds Maintenance	597.20	-2,070.22	2,667.42	128.9%
5740 · Tree Maintenance	0.00	969.02	-969.02	-100.0%

OAK HILLS PARK AUTHORITY
P&L - Current Month Vs. Prior Year Month
July 2013

	Jul 13	Jul 12	\$ Change	% Change
5750 · Agriculture and Chemicals				
5751 · Agriculture&Chemicals-Purcha...	2,302.50	4,595.00	-2,292.50	-49.9%
5752 · Agriculture/Chemicals Utilized	18,809.59	20,885.62	-2,076.03	-9.9%
Total 5750 · Agriculture and Chemicals	21,112.09	25,480.62	-4,368.53	-17.1%
5760 · Irrigation Maintenance	2,039.18	2,118.28	-79.10	-3.7%
5770 · Consumable Tools	0.00	33.98	-33.98	-100.0%
5780 · Tee and Green Supplies	0.00	459.00	-459.00	-100.0%
5795 · Janitorial Supplies	0.00	260.54	-260.54	-100.0%
5800 · Equipment Maintenance	3,549.29	4,708.54	-1,159.25	-24.6%
5810 · Equipment Rental	0.00	18.09	-18.09	-100.0%
5820 · Building Maintenance	909.38	3,514.02	-2,604.64	-74.1%
5840 · Small Equipment	0.00	38.97	-38.97	-100.0%
5860 · Gasoline/Diesel Fuel	3,420.51	0.00	3,420.51	100.0%
Total 5700 · PARK MAINTENANCE	39,924.20	41,017.26	-1,093.06	-2.7%
6000 · CART EXPENSE				
6010 · Cart Lease Expense	7,997.00	7,997.00	0.00	0.0%
6020 · Electricity	1,305.86	455.04	850.82	187.0%
6030 · Maintenance	480.59	0.00	480.59	100.0%
6050 · Cart Insurance	400.00	400.00	0.00	0.0%
Total 6000 · CART EXPENSE	10,183.45	8,852.04	1,331.41	15.0%
Total Expense	130,617.76	135,489.13	-4,871.37	-3.6%
Net Ordinary Income	102,262.25	83,452.49	18,809.76	22.5%
Other Income/Expense				
Other Expense				
8000 · Depreciation/Amortization	16,898.73	16,467.94	430.79	2.6%
8001 · Capital projects	0.00	0.00	0.00	0.0%
8002 · Bond to City	13,470.58	13,027.57	443.01	3.4%
8003 · Replenish escrow	3,333.33	0.00	3,333.33	100.0%
8004 · Capital Debt to City	1,384.31	0.00	1,384.31	100.0%
Total Other Expense	35,086.95	29,495.51	5,591.44	19.0%
Net Other Income	-35,086.95	-29,495.51	-5,591.44	-19.0%
Net Income	67,175.30	53,956.98	13,218.32	24.5%

SPEAKER SIGN UP SHEET

3 Minute Maximum

	<u>NAME</u>	<u>STREET ADDRESS</u>	<u>CITY</u>
✓1	Jane Walters	14 Babwhite Dr	Norfolk
✓2	Paul Cantor	Fellow St	Norwalk.
✓3	James LOPAK	Fellow	NORWALK
✓4	Scott Kimmick	186 Gillies Lane	"
✓5	Condon Tully	6 WALNUT	"
✓6	Diane Cece		
✓7	BILL WRAWA	Wood AVE.	
✓8	ELSA perizon Obchowski		
✓9	Vincent Lovichello		
✓10	Mary missy Conrad	STONECROP Rd -	
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