FINANCE/CLAIMS COMMITTEE MEETING
Thursday, October 14, 2021, 7:00 P. M.
By Zoom Virtual Teleconference:

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Members of the public who wish to provide public comment are encouraged to submit those via email in advance of the meeting. For these comments to be read into the record, they should be submitted at least three hours in advance of the meeting start time. Please email Chitsamay Lam at clam@norwalkct.org to provide written public comment prior to the meeting.

Public should watch via the youtube link to the City of Norwalk CT
is https://www.youtube.com/channel/UCRcAj0a6fNzo2prQ6LhSjVA

Listen mode only please dial 1 (646) 558-8656 Webinar ID: 826 3298 4021

Register in advance for this webinar only to take part in public participation:
https://www.norwalkct.org/1913/Meeting-Notices

AGENDA

1. Call to Order
2. Roll Call
3. Public Participation
4. Approve the Minutes of the following Finance Committee Meetings:

   September 9, 2021 – Regular Meeting

5. Claims Committee: receive the monthly Claims Report; review and approve claims as required for Claims Report dated: October 14, 2021
6. Narrative on Tax Collections dated October 14, 2021 – Receive Report and discuss.
7. Monthly Tax Collector's Reports dated September 2021 – Receive Report and discuss.
8. Receive Oak Hills Authority monthly Financial Statements for August 2021.
9. Authorize the Mayor, Harry W. Rilling, to execute a contract amendment between City of Norwalk and Advanced Corporate Network, Inc., d/b/a Digital Back Office ("ACN") to authorize the addition of a new location at 1 Park Street, Norwalk, CT. The parties agree to the addition of One (1) 10 GIGE Managed Optimal Ethernet Services at the following services location Circuit One - City Hall, 125 East Avenue to 1 Park Street with a monthly recurring fee of $1,536.00 paid for by the Board of Education from expense account# 2ES28400-430-58.
10. Resolution: Approve a special capital appropriation in the amount of $650,000 to repair damage to the Rowayton Avenue Bridge over Keeler Brook and authorize the issuance of general obligation bonds or notes of the City in an amount not to exceed $650,000 to finance said capital appropriation. Capital Project #0921-4021-5777-C0315.

9\. Adjournment.

CITY OF NORWALK
FINANCE/CLAIMS COMMITTEE
REGULAR MEETING
SEPTEMBER 8, 2021

ATTENDANCE: Greg Burnett, Chair; David Heuvelman, Tom Keegan, John Kydes, Diana Revolus, Nick Sacchinelli

OTHERS: Chitsamay Lam, Comptroller; Lisa Biagiarelli, Tax Collector; Atty. Darin Callahan, Council Member Tom Livingston; Henry Dachowitz, Finance Director, Tom Hamilton, BOE COF, Ralph Valensizi. BOE IT; Michael DePalma, Oak Hill Authority; Albert Bass, Assistant Fire Chief; Joyce Liu, ITS Director; Deputy Police Chief Susan Zecca, Mickey Docimo, Albert Vasquez, Zuriel, RollKall; Hannah Kern, ESO

This meeting was conducted by Zoom/Teleconference.
The public was able to listen to this meeting by calling a conference line.

CALL TO ORDER

Mr. Burnett called the meeting at 7:04 p.m.

ROLL CALL

Mr. Burnett called the roll. A quorum was present.

PUBLIC PARTICIPATION

There was no one who wished to address the Committee at this time.

APPROVE THE MINUTES OF THE FOLLOWING FINANCE COMMITTEE MEETINGS:

- **August 12, 2021**

**** MR. HEUVELMAN MOVED THE MINUTES OF THE AUGUST 12, 2021 MEETING**.

The following corrections were noted:

Page 1, under Approval of the Minutes, please change the following from:

> ** **MOTION TO APPROVE THE CLAIMS AS AMENDED PASSED UNANIMOUSLY**

To: ** **MOTION TO APPROVE THE MINUTES AS AMENDED PASSED**

UNANIMOUSLY

Page 2, under the motion to enter Executive Session, please change the following from:

**** MOTION TO APPROVE THE MINUTES AS AMENDED PASSED UNANIMOUSLY**

To: **** MOTION TO ENTER EXECUTIVE SESSION PASSED UNANIMOUSLY**

Page 3, under the item regarding the Firefighters Grant Program, paragraph 1, line 2: please change the following from:

"replace maintenance equipment that is end the end of its life."

To: "replace maintenance equipment that is at the end of its life."

**** THE MOTION TO APPROVE THE MINUTES OF THE AUGUST 12, 2021 MEETING AS CORRECTED PASSED WITH FOUR (4) IN FAVOR (HEUVELMAN, KEEGAN, KYDES AND REVOLUS) AND ONE (1) ABSTENTION (SACCHINELLI)**.

Claims Committee: receive the monthly Claims Report; review and approve claims as required for Claims Report dated: September 9, 2021

Narrative on Tax Collections dated September 9, 2021 – Receive Report and discuss.

Monthly Tax Collector's Reports dated August 2021 – Receive Report and discuss.

Ms. Biagiarelli presented her report. The monthly Claims report was for Information only.

Ms. Biagiarelli noted that there were two August reports, one from the prior fiscal year and one for the current year. She said that there was an extended tax grace period last year, so it is not fair to compare the two years. The next billing will be sent out the second week of December. The past collection process went well. Past Due notices, which are legally required to be called Demand Notices, have been sent out.

The auditors examine a 14 month period to compare the reports. She said that the current collection rate was 99.23% and the Department was very pleased with this percentage. This was in spite of the Department being short staffed and dealing with COVID restrictions.

The Tax Sale is scheduled for October 19th and there are 39 properties left of the original 200 delinquent properties. The goal is not to sell the properties, but to compel payment. The sale will be held at City Hall. Registration starts at 3:00 and the sale begins at 5:00 p.m.

Mr. Dachowitz, Finance Director, said that he had compared this year's collection to the collection rates from two years ago and the City collected 7.35% more this year.

Mr. Heuvelman asked about the staff shortage. Ms. Biagiarelli said that there was an interview scheduled for the coming Monday. She hoped to have the position filled within the next 8 to 10 weeks. Mr. Dachowitz said that two individuals in the Tax Collector's Office had been fired. One position was filled and then the remaining position was posted. There were over 200 applicants.

Mr. Burnett said that he wished to thank Ms. Biagiarelli for her extraordinary efforts in the Department. He asked how a 99.23% rate would compare with surrounding cities.

Ms. Biagiarelli said that she tries to compare Norwalk to the other five cities of the top six Connecticut municipalities. Norwalk always has the highest collection rate of those six cities. There may be smaller towns that have a higher percentage, but among the largest six cities, Norwalk has the highest collection. She listed a number of practices that the Department follows to keep the residents current on their bills. The Tax Sales, wage garnishments and other methods have been supported by the City Administration and Councils.

No vote was required for the items.

8. Receive Oak Hills Authority monthly Financial Statements for July 2021.

Mr. Michael DePalma was present. He said that the revenue was down slightly due to weather and they had finished the month with money in the bank. They will be moving forward with the cart path project. The Authority was able to pay back approximately $12,000 to the City from Rounds Revenues.

9. **Authorize the Mayor, Harry W. Rilling to execute any and all documents necessary to consent and approve the food and beverage service License Agreement dated March 30, 2021 by and between Oak Hills Park Authority and Dry Dock Smokin' Aces, LLC CONDITIONED UPON said License Agreement being amended to expressly provide the City of Norwalk with the right to terminate the License Agreement without cause upon 90 days advance written notice to Dry Dock Smokin' Aces, LLC, and such additional terms as Corporation Counsel's Office may require.**

**** MR. HEUVELMAN MOVED THE ITEM**.

Atty. Callahan and Mr. DePalma were present to answer questions. Atty. Callahan said that they had reviewed the contract between Oak Hill and they wished to add a provision to the proposal.

Mr. Kydes left the meeting at 7:25 p.m.

Mr. Heuvelman asked what the term was for the lease. Atty. Callahan said that it was a license and there was a 90 day termination clause, and a five year term, ending December 2026.

Mr. Heuvelman asked Mr. DePalma about the restaurant opening. Mr. DePalma said that the facility work was completed and they were in the process of licensing. He will be checking with Planning the following day.

**** THE MOTION TO APPROVE THE ITEM PASSED UNANIMOUSLY**.

10. Authorize the Mayor, Harry W. Rilling, to execute a contract amendment between City of Norwalk and Advanced Corporate Network, INC., d/b/a Digital Back Office ("ACN") to authorize the addition of a new location at 1 Park Street, Norwalk, CT with a monthly recurring fee of $1,536.00 paid for by the Board of Education from expense Account # 2ES28400-430-58.

Mr. Burnett noted that the item had been tabled last month. He then read the following item as it was written into the record at that time:

> **Authorize the Mayor, Harry W. Rilling, to execute a contract amendment between City of Norwalk and Advanced Corporate Network, INC., d/b/a Digital Back Office ("ACN") to authorize the addition of a new location at 1 Park Street, Norwalk, CT. The parties agree to the addition of one 10 GIGE Managed Optimal Ethernet Services at the following service locations: Circuit 1 1) City Hall, 125 East Avenue 2) 1 Park Street with a monthly recurring fee of $1,536.00 paid for by the Board of Education from expense account #2ES28400-430-58.**

**** MS. REVOLUS MOVED THE ITEM**.

Mr. Hamilton, the BOE COF, said that former Mayor Alex Knopp had started the work on high speed, fiber optic cables in 2003 for all the municipal and school buildings. The network has been underwritten by the E-rate program, which provides subsidies for telecommunications, specifically for public libraries and schools. Without the E-rate program, the cost would be several times what it currently is. Digital Back Office was the organization that built the network and the E-rate program requires the use of a leased network.

The amendment is very small because it is just adding on the new location at Park Street. However, they need to have digital access to the metropolitan network.

Mr. Valenzisi, the BOE IT Director, gave a brief overview of the system and its history. The City gets an 80% reimbursement on the cost. The qualifier is that there must be students in the building. This building houses a transitional program and is an extension of the Board of Education. In July of 2022, the cost will be reduced down to approximately $300 a month. This is following the same process as NECC.

Mr. Burnett asked for clarification on One Park Street. Mr. Valenzisi explained that the BOE has been leasing a portion of the buildings for over a year and they were hoping to use the space for the Family Center.

Mr. Hamilton said that the Human Services Council owns the building and had some space available. The BOE currently have the 18-21 year old students at that location for life skills training. Those students will be moving up to the second floor and the Family Center will occupy the first floor. This is part of creating one stop shopping for Norwalk BOE families. Currently, registration happens at the individual schools, then parents have to go on to the BOE Health Department, the Transportation program along with Special Education and Language Skills Department. One of the areas of parental frustration is the difficulty in determining where they have to go to register students for services.

Ms. Revolus said that they were supposed to use Briggs for this. They terminated the Briggs program and they abandoned the older students.

Ms. Revolus said that she felt that the services should be handled at Central Office and the schools should have the services available on site.

Mr. Valenzisi said that this was not a program like Briggs but a life skills program. Ms. Revolus said that the closure of Briggs abandoned the students.

Mr. Hamilton reminded everyone that the decision to close Briggs was made four years ago by the BOE. He explained that there were services, but they were all de-centralized, so the parents have to go to multiple offices for Special Education or Language services. There is no more space at City Hall and this will move some staff from City Hall to One Park and centralize registration. Discussion followed.

Mr. Heuvelman asked about the Learning Center that was located behind Briggs. Mr. Hamilton said that the Learning Center and the Central Kitchen were owned by the City.

Mr. Heuvelman asked how many buildings the BOE rents. Mr. Hamilton explained that the bus depot was leased along with 1 Park Street. Mr. Heuvelman asked how many floors were being leased. Mr. Hamilton said that they currently lease one floor, but will be occupying the remaining building other than the HSC offices. Discussion followed about the cost of the rental and the outfitting of the building.

Mr. Heuvelman said that he was concerned about the transparency of the rentals and how it will all work out when the District has to take care of the building when money is tight.

Mr. Hamilton said that this was reviewed by the Board at a June meeting and is available on YouTube.

Mr. Livingston said that the City and the BOE had jointly leased the bus depot, but added that the BOE had not been approved to have a Welcome Center, but had done it any way.

Mr. Hamilton said that the school bus depot was a 25 year lease. This current lease is a one year lease with grant funding.

Mr. Dachowitz said that he was concerned with the use of Capital funding for this. Discussion followed about the use of City owned buildings and the fact that this center would be a short term lease for a program that is expected to operate for a long time. Parental engagement is one of the key State goals.

Mr. Hamilton said that the students would continue to receive the services at the school. Ms. Revolus said that the parents need to know the school and the staff that their child needs to interface with. Mr. Valenzisi pointed out that the testing equipment is not available in all the school buildings. Ms. Revolus suggested that the District should partner with the Carver Center or various other facilities so that the BOE does not end up increasing

**** MR. SACCHINELLI MOVED TO TABLE THE ITEM TO THE OCTOBER MEETING OF THE FINANCE/CLAIMS COMMITTEE.**
**** THE MOTION PASSED UNANIMOUSLY**.

11. Authorize the Mayor, Harry W. Rilling, to execute any and all Agreements and other documents with ESO, for the licensing purchase for three years and on-boarding of records management software for the fire department on a sole source procurement basis, for the contract amount not to exceed $58,665.15 from account # 09221370-5777-C0375.

**** MS. REVOLUS MOVED THE ITEM**.

Asst. Fire Chief Bassett said that the records management system has reached the end of its life and the Department has come to the conclusion that ESO was the best vendor since they took over the original company. Due to this, migrating the records from the original system to ESO should not be a problem. Using another vendor would be more labor intensive.

Ms. Liu, the City of Norwalk IT Director, concurred and introduced Ms. Hannah Kern, who has been working with the Norwalk Fire Department on this program. Ms. Kern said that it would be a seamless migration from the previous system to the new system.

Mr. Heuvelman said that this sounded like a win/win for the Department.

Mr. Burnett asked if there were any examples of data migration. Ms. Kern said that they had migrated over 500 customers from the original Fire House program into ESO.

Asst. Chief Bassett said that over the period of 25 years, some of the data had been entered improperly and this will have to be corrected manually. The current data in on a server at the station and now they will have it on a cloud based server.

Ms. Kern said ESO will never own the data. If the Department should choose to leave the company, the data migration will be free.

**** THE MOTION PASSED UNANIMOUSLY**.

12. **Authorize the Mayor, Harry W. Rilling, to execute agreement with RollKall Technologies, LLC for project 4083 City of Norwalk Police Department Extra Duty Management System**.

**** MR. KEEGAN MOVED THE ITEM**.

Mr. Dachowitz gave a brief overview of the situations where the Police Department would be billing an outside, non-City client. When these situations occur, much of the paperwork must be done manually. An RFP was done and three finalist were interviewed. RollKall was the company selected. The officers can sign up for outside work on their phones and it will reduce the billing work for the Comptroller's Office.

Deputy Police Chief Zecca said that right now there is one employee who is continually making calls to fill the slots.

Mr. Zuriel of RollKall along with the President of RollKall then addressed the Committee. The company is based in Texas but has programs running in 39 states.

Mr. Burnett asked about the cost of the program to the City. Mr. Dachowitz said that RollKall would get 7.5% of the cost. He said that the users will pay 15% and the City will get the 7.5%. There will be some savings in the Personnel Department. He felt that this would be beneficially for the City. The various departments have worked to make the City whole.

Mr. Heuvelman asked if this was a secure cloud based solution. He was told that this was so. Mr. Dachowitz said that there was one of the candidates that was not able to provide the proper security for the data. Ms. Liu gave a brief overview of the security requirements.

**** THE MOTION PASSED UNANIMOUSLY**.

ADJOURNMENT

**** MR. HEUVELMAN MOVED TO ADJOURN.**
**** THE MOTION PASSED UNANIMOUSLY**.

The meeting adjourned at 8:53 p.m.

Respectfully submitted,

Telesco Secretarial Services

ITEM #5

AGENDA

OCTOBER 14TH 2021

CLAIMS COMMITTEE MEETING

REFUNDS PROCESSED CLAIMS COMMITTEE — **APPROVED BY TAX COLLECTOR**

MOTOR VEHICLE

PAY TO:	BILL No & AMOUNT REFUNDED		REASON
ACAR LEASING LTD	19-MV-300521	$252.33	PRORATION
	19-MV-300736	$85.34	PRORATION
	19-MV-300728	$690.17	PRORATION
	19-MV-300497	$43.91	PRORATION
ACAR LEASING LTD	19-MV-300570	$26.34	PRORATION
	20-MV-300303	$326.85	PRORATION
	20-MV-300604	$705.52	PRORATION
ACAR LEASING LTD	20-MV-300419	$72.39	PRORATION
ALBERTELLI RICHARD J	20-MV-301480	$15.99	PRORATION
ALONZO-MOLINA MARTHA A	20-MV-301840	$74.34	PRORATION
ATENCIO-MARTINEZ HEINER J	20-MV-303530	$8.23	PRORATION
	20-MV-303531	$11.54	PRORATION
	20-MV-303532	$15.99	PRORATION
	20-MV-303533	$48.53	PRORATION
BANEGAS-BANESGAS MARIA ANABEL	20-MV-304353	$111.15	PRORATION
BARTOLO PATRICIA ANN	20-MV-304777	$20.93	PRORATION
BOOTHROYD EMILY S	20-MV-306622	$697.39	PRORATION
BROWN ALLEN	20-MV-307408	$18.79	PRORATION
BUELLESBACH DANUTA	20-MV-307801	$40.52	PRORATION
CAB EAST LLC	19-MV-308694	$106.64	PRORATION
	20-MV-308559	$713.38	PRORATION
CARLUCCI LEONARD G	20-MV-309970	$14.68	PRORATION

AGENDA

OCTOBER 14TH 2021

CLAIMS COMMITTEE MEETING

REFUNDS PROCESSED CLAIMS COMMITTEE **APPROVED BY TAX COLLECTOR**

PAY TO:	BILL No & AMOUNT REFUNDED		REASON
CATALAN FIDEL	20-MV-310674	$17.33	PRORATION
	20-MV-310672	$13.29	PRORATION
COLE DAVID P	19-MV-313568	$88.31	PRORATION
	20-MV-313070	$96.66	PRORATION
CORBO CHARLES ROBERT	20-MV-313885	$10.76	PRORATION
DAIMLER TRUST	20-MV-315249	$475.68	PRORATION
	20-MV-315311	$786.17	PRORATION
DEFREITAS BRIAN THOMAS	20-MV-316370	$12.22	PRORATION
DEVINE BROTHERS INC	20-MV-317226	$374.04	PRORATION
DICKSON TALMADGE JR	20-MV-317556	$11.45	PRORATION
DIEHL PORTER WILSON	20-MV-317586	$18.34	PRORATION
ENGLISH FREDERICK M	20-MV-319921	$54.23	PRORATION
EUROWORKS BUILDER LLC	20-MV-320485	$20.14	PRORATION
FERNANDEZ CECILIA D	20-MV-321259	$73.64	PRORATION
FERNANDEZ JAMES ANTHONY III	20-MV-321263	$61.79	PRORATION
GILMAN LESTER CHARLES III	20-MV-325245	$20.26	PRORATION
	20-MV-325246	$668.08	PRORATION
GRANDISON EDEN R	20-MV-327648	$126.42	PRORATION
GREENE KERRY	18-MV-327890	$383.77	PRORATION
GRIFFITH INDIRA L	17-MV-406256	$47.36	PRORATION
	18-MV-327747	$67.90	PRORATION
HEFFERNAN JOHN DIETRICK	20-MV-328362	$10.29	PRORATION
HERNANDEZ LUIS	20-MV-328725	$29.19	PRORATION
HONDA LEASE TRUST	20-MV-329727	$457.46	PRORATION

AGENDA

OCTOBER 14TH 2021

CLAIMS COMMITTEE MEETING

REFUNDS PROCESSED CLAIMS COMMITTEE **APPROVED BY TAX COLLECTOR**

PAY TO:	BILL No & AMOUNT REFUNDED		REASON
	20-MV-329940	$68.03	PRORATION
HONDA LEASE TRUST	20-MV-329593	$239.96	PRORATION
	20-MV-329963	$156.79	PRORATION
	20-MV-330213	$48.05	PRORATION
HONDA LEASE TRUST	20-MV-329739	$90.45	PRORATION
	20-MV-330238	$372.55	PRORATION
	20-MV-330328	$791.23	PRORATION
	20-MV-330451	$269.91	PRORATION
HONDA LEASE TRUST	20-MV-330207	$81.11	PRORATION
HYUNDAI LEASE TITLING TRUST	20-MV-331464	$41.74	PRORATION
HYUNDAI LEASE TITLING TRUST	20-MV-331165	$236.33	PRORATION
HYUNDAI LEASE TITLING TRUST	20-MV-331258	$171.17	PRORATION
HYUNDAI LEASE TITLING TRUST	19-MV-332849	$260.69	PRORATION
JACOBS TERRENE S	20-MV-332151	$148.07	PRORATION
JP MORGAN CHASE	20-MV-SEE ATTACHED	$3,309.90	PRORATION
JP MORGAN CHASE	20-MV-333391	$357.16	PRORATION
JP MORGAN CHASE	20-MV-334923	$242.39	PRORATION
	20-MV-333733	$394.28	PRORATION
	20-MV-333882	$331.82	PRORATION
	20-MV-334346	$427.73	PRORATION
JP MORGAN CHASE	20-MV-333344	$374.04	PRORATION
	20-MV-333764	$87.81	PRORATION
	20-MV-333787	$375.99	PRORATION
	20-MV-334258	$492.65	PRORATION

AGENDA

OCTOBER 14TH 2021

CLAIMS COMMITTEE MEETING

REFUNDS PROCESSED CLAIMS COMMITTEE **APPROVED BY TAX COLLECTOR**

PAY TO:	BILL No & AMOUNT REFUNDED		REASON
JP MORGAN CHASE	19-MV-335307	$432.42	PRORATION
	20-MV-334057	$497.47	PRORATION
JUSZCZYK KEWIN OLAF	20-MV-334477	$12.55	PRORATION
KAPLAN HOWARD	20-MV-800443	$16.95	PRORATION
KAYE PHILIP BRYCE	20-MV-334877	$98.10	PRORATION
LEBLANC ALFRED LAWRENCE	20-MV-337626	$452.71	PRORATION
LUBIN HUBERT	20-MV-341193	$57.12	PRORATION
LUGO NELIDA	19-MV-341313	$52.47	PRORATION
MAPPA PASQUALE W	20-MV-340669	$11.95	PRORATION
MCCORMACK KIMBERLY A	20-MV-342101	$33.61	PRORATION
MCKEITHEN MELISSA KAY	20-MV-342442	$121.07	PRORATION
	20-MV-342441	$97.29	PRORATION
MENENDEZ-SALGUER GLENDY Y	20-MV-343215	$7.89	PRORATION
	20-MV-343214	$13.01	PRORATION
METHE CAROL A	20-MV-343392	$25.26	PRORATION
NISSAN INFINITI LT	20-MV-347048	$327.52	PRORATION
	20-MV-347611	$65.07	PRORATION
NISSAN INFINITI LT	20-MV-347146	$224.48	PRORATION
	20-MV-347605	$146.09	PRORATION
NISSAN INFINIT LT	19-MV-348755	$175.46	PRORATION
	19-MV-349169	$436.54	PRORATION
	20-MV-347544	$448.93	PRORATION
	19-MV-349579	($24.06+$2.89)= $26.95	PRORATION

AGENDA

OCTOBER 14TH 2021

CLAIMS COMMITTEE MEETING

REFUNDS PROCESSED CLAIMS COMMITTEE **APPROVED BY TAX COLLECTOR**

PAY TO:	BILL No & AMOUNT REFUNDED		REASON
	20-MV-347353	$172.08	PRORATION
OCAMPO JACQUELINE	20-MV-348226	$20.90	PRORATION
ONETTO-WINDER MARTI	20-MV-348757	$29.33	PRORATION
ORELLANA-CABRERA GLENDA YAHAIRA	20-MV-348872	$53.81	PRORATION
PATINO-COLORADO THOMAS R	20-MV-350440	$26.38	PRORATION
PINTI MARIO D	20-MV-351858	$10.88	PRORATION
RANIERI JAMES R	20-MV-353677	$11.54	PRORATION
ROBINSON BARBARA JOY	20-MV-355141	$36.87	PRORATION
SANDOVAL LEONEL	20-MV-357634	$38.57	PRORATION
SANTOS ROSA MARIBEL	20-MV-357925	$23.67	PRORATION
SASSERON-OLIVEIRA RENATA	20-MV-358049	$346.90	PRORATION
SCHNABEL KELLY JACKSON	20-MV-358380	$69.98	PRORATION
SMITH GREGORY NASON	20-MV-360366	$62.40	PRORATION
STOLARSKI EDWARD THOMAS	20-MV-361702	$26.81	PRORATION
TALLMAN CLARK F JR	20-MV-362522	$15.45	PRORATION
TEIXEIRA DEOLIVEIRA WALACE	20-MV-362933	$78.94	PRORATION
TEMAL-HERNANDEZ CARMELINA	20-MV-362995	$13.01	PRORATION
TOBY ANGIE	19-MV-366340	$387.63	PRORATION
	20-MV-363728	$392.41	PRORATION
TORRES COLLENE FRASHURE	20-MV-364012	$36.90	PRORATION
TORRES MARK ANTHONY	20-MV-364065	$126.37	PRORATION
TOYOTA LEASE TRUST	19-MV-367327	$67.67	PRORATION
	19-MV-367486	$557.22	PRORATION
	20-MV-364371	$128.14	PRORATION

AGENDA

OCTOBER 14TH 2021

CLAIMS COMMITTEE MEETING

REFUNDS PROCESSED CLAIMS COMMITTEE **APPROVED BY TAX COLLECTOR**

PAY TO:	BILL No & AMOUNT REFUNDED		REASON
	20-MV-364392	$61.97	PRORATION
TOYOTA LEASE TRUST	20-MV-364329	$319.93	PRORATION
	20-MV-364685	$479.64	PRORATION
	20-MV-364789	$548.52	PRORATION
	20-MV-364880	$672.4	PRORATION
	20-MV-365079	$560.80	PRORATION
TOYOTA LEASE TRUST	20-MV-364542	$247.75	PRORATION
TOYOTA LEASE TRUST	20-MV-364246	$255.00	PRORATION
	20-MV-364306	$601.97	PRORATION
	20-MV-364528	$361.82	PRORATION
	20-MV-364633	$83.78	PRORATION
	20-MV-364911	$230.45	PRORATION
	20-MV-364938	$90.52	PRORATION
TOYOTA LEASE TRUST	19-MV-367252	$51.10	PRORATION
	20-MV-364430	$599.29	PRORATION
	19-MV-310950	$120.28	PRORATION
	20-MV-364432	$105.03	PRORATION
USB LEASING LT	20-MV-366252	$242.88	PRORATION
USB LEASING LT	20-MV-366215	$58.47	PRORATION
USB LEASING LT	20-MV-366326	$292.24	PRORATION
VAULT TRUST	20-MV-SEE ATTACHED	$7,533.38	PRORATION
VAULT TRUST	20-MV-367165	$223.69	PRORATION
	20-MV-367301	$562.27	PRORATION

AGENDA

OCTOBER 14TH 2021

CLAIMS COMMITTEE MEETING

REFUNDS PROCESSED CLAIMS COMMITTEE **APPROVED BY TAX COLLECTOR**

PAY TO:	BILL No & AMOUNT REFUNDED		REASON
	20-MV-367309	$264.85	PRORATION
	20-MV-367321	$302.84	PRORATION
VAULT TRUST	20-MV-367285	$620.09	PRORATION
VERROCHI SUSAN WYARD	20-MV-368023	$40.49	PRORATION
VINCENT PAM	20-MV-368316	$10.33	PRORATION
VW CREDIT LEASING LTD	20-MV-SEE ATTACHED	$1588.08	PRORATION
VW CREDIT LEASING LTD	20-MV-368622	$362.86	PRORATION
	20-MV-368742	$125.28	PRORATION
	20-MV-368857	$556.39	PRORATION
	20-MV-368879	$262.50	PRORATION
	20-MV-368964	$486.77	PRORATION
VW CREDIT LEASING LTD	20-MV-368724	$74.31	PRORATION
VW CREDIT LEASING LTD	20-MV-368699	$251.02	PRORATION
VW CREDIT LEASING LTD	20-MV-371769	$411.38	PRORATION
WILCOX TAYLOR J	19-MV-372995	$246.71	PRORATION
WILBERG KENNETH STUART	20-MV-370114	$23.24	PRORATION

PERSONAL PROPERTY

COLLINS FUNERAL HOMES INC	18-PP-200694	$49.94	COC AUDIT
	19-PP-200664	$51.30	COC AUDIT
	20-PP-200666	$51.30	COC AUDIT

ITEM #5

AGENDA

OCTOBER 14TH 2021

CLAIMS COMMITTEE MEETING

REFUNDS PROCESSED CLAIMS COMMITTEE

APPROVED BY TAX COLLECTOR

PAY TO:	BILL No & AMOUNT REFUNDED	REASON

REAL ESTATE

CORELOGIC 24 SADDLE RD 5-16-126-0	20-RE-109356	$3,507.26	OVER/DUP PYMT
CORELOGIC 6 SWALE RD 3-22-50-0	20-RE-124524	$6,741.81	OVER/DUP PYMT
JUDY BIRNEY 163 SILVERMINE AVE 5-45-4-0	20-RE-102851	$3,720.19	PAID IN ERROR

SPECIAL REQUESTS

CORELOGIC 224 MAIN AVE 1-103-4-4	20-RE-600004	$10,636.43	OVER/DUP PYMT

GL YEAR	BILL NO.	REG	VIN	PRORATE DATE		REFUND
2018	335011	AC21240	JF1GPAS67G8236115	03/06/20	$	152.23
2018	334778	AJ90257	3MZBN1L30HM131599	10/20/20	$	299.48
2019	334920	AH04678	JF2GPABC1HH215442	05/24/21	$	242.39
2019	335764	AK23927	4S3BNAH64H3055425	12/21/20	$	60.92
2019	335581	AL65560	SALCR2BG3HH679339	04/09/21	$	48.73
2019	335351	AG45949	JF2GPABC7G8321277	03/05/21	$	223.80
2019	335734	AH04749	4S3GTAB6XH3701829	03/03/21	$	62.95
2019	335579	AM04773	JM3KFBCL6H0208525	06/08/21	$	77.96
2019	335200	AK71195	4S4BSENC6J3201271	03/31/21	$	51.22
2019	335274	AH74634	SALVP2BG9HH174856	10/20/20	$	153.28
2019	335554	AH14221	JM3KE4BY9G0898474	10/23/20	$	281.26
2019	335960	AN71064	JF2SJABC8JH561859	02/04/21	$	290.80
2019	335642	AM12556	JF2SJAJC8JH483424	10/02/20	$	44.69
2019	335307	AJ41567	JM3KFBDL5H0102033	09/10/21	$	423.42
2020	800477	AN71197	4S3GTAT6XJ3735953	08/25/21	$	73.09
2020	333579	AM76651	JM3KFBBM3J0312874	09/01/21	$	293.03
2020	334057	AN61434	JF2GTALC4JH335641	09/10/21	$	497.47
2020	334207	AU12150	4S3GTAA63K3736706	08/25/21	$	33.18
			TOTAL		$	3,309.90

VAULT TRUST

BILL #	PLATE #	VIN#	AMOUNT
20-367100	AM03257	1C4PJMLB6JD508502	$ 408.74
20-367110	AY12256	1C4RJFBG7JC335029	$ 220.52
20-367114	AU09576	1C4RJFBG4KC539479	$ 499.29
20-367154	AK68850	1C4HJWDG3HL646783	$ 424.99
20-367157	AL26592	1C4HJWEG1HL701911	$ 411.88
20-367169	AN27390	1C4PJMDN1KD150638	$ 247.46
20-367180	AF86584	ZASFAKNN5J7B90935	$ 558.70
20-367220	AL78016	ZASFAKBN9J7B82311	$ 409.33
20-367237	AN27460	1C4RJFBG3JC297055	$ 386.08
20-367257	AT07014	ZARFANAN7K7598781	$ 227.81
20-367260	AM23731	ZASFAKNN0J7B82645	$ 391.04
20-367280	AL26554	1C4RJFAG3HC919309	$ 480.61
20-367294	AF02789	ZARFAEEN9H7555238	$ 188.75
20-367297	AL78025	ZASFAKAN7J7B72961	$ 237.68
20-367306	AP16021	1C4PJMDN5KD167555	$ 247.46
20-367307	AR84865	JA4AT5AA0KZ002937	$ 101.18
20-367320	AJ14071	1C4HJWEG9HL640162	$ 529.85
20-367325	AT60378	ZARFANBN1K7603181	$ 529.06
20-367326	AT05259	1C4PJMDX4KD386881	$ 144.35
20-367345	AK01055	1C4HJWEG6HL620466	$ 647.82
20-367361	AM99416	1C4PJMDXXKD121236	$ 240.78
		TOTAL	**$ 7,533.38**

VW CREDIT LEASING LTD

BILL #	PLATE #	VIN#	AMOUNT
20-368847	AM22669	WA1A4AFY1J2102869	$ 661.01
20-368622	AL95000	3VV0B7AX8JM016719	$ 362.86
20-368957	AL42673	3VWB67AJ8HM411174	$ 288.98
20-368815	AA57431	3VV2B7AXXJM133680	$ 204.99
20-369003	AM26081	3VWB67AJ2JM208948	$ 204.86
20-369043	AN85634	3VV2B7AX8JM133788	$ 122.91
20-369023	237YMJ	WA1ANAFYXJ2181083	$ 105.33
			$ 1,950.94

CITY OF NORWALK, DEPARTMENT OF FINANCE
Tax Collector's Office

P: 203-854-7731 / F: 203-854-7770

125 East Avenue Room 105
Norwalk, Connecticut 06851
www.norwalkct.org

To: Mayor Harry Rilling; Board of Estimate and Taxation; Finance & Claims Committee
From: Lisa Biagiarelli, Tax Collector
Date: October 8, 2021
Re: Narrative for September 2021 Tax Collector's Report

As of the end of September 2021, representing the first three months of the fiscal year, we collected nearly $188 million against our $350 million adjusted levy, or **53.63%**. We also collected **50.47%** of our sewer use levy, more than $8 million, and **79.51%** of the Industrial Pretreatment Program (IPP) fee billing on behalf of the WPCA.

Compared with the prior fiscal year, we ended the month of September 2021 ahead with regard to taxes (3.52%), sewer use (0.89%), and the IPP fee (12.11%). This follows the trend of the first two months of this fiscal year. Again, recall that last year was an odd year; it isn't meaningful to make comparisons, since last year, the City gave taxpayers until October 1 to pay what normally is payable by August 1.

With regard to prior years' collections, through the end of September 2021, we show a net collection more than $2.5 million since July 1, 2021. This amount is approaching $1 million more than what we collected during the first quarter of the prior fiscal year, and is attributable to the tax sale that is scheduled for October 18, 2021.

We continue to make progress toward the sale, which is a week from this coming Monday. As of today, we have collected in excess of **$7.5 million** since November 2019 on properties originally slated for tax sale. We have fewer than 30 properties remaining in the sale. This sale was put on hold in the spring of 2020 due to COVID 19, and has been rescheduled several times. **More than 220 of the accounts have since been paid in full**. Information on the tax sale, as well as a brief synopsis of the bidding process, can be viewed online here
City of Norwalk Tax Sale 2021 (arcgis.com)

This website provides information about the properties, including recent photographs; allows users to download field cards with property information; and shows the locations of the properties on a map, among other features. I am grateful to the city I.T. Department for providing me with this website / application, which is unique among Connecticut municipal taxing entities. It is useful, customer friendly, and comprehensive.

We have also posted display boards in the lobby of City Hall with photographs of the properties and other information in order to publicize the sale. A series of six legal notices concerning the sale has been published in the newspaper. We continue to do mailings in compliance with the state laws governing tax sales. The tax sale is a public auction. Anyone who is interested is welcome to attend. More information, as well as details and instructions on applicable COVID-19 compliance, will be provided next week. The Tax Collector's office will close at 2 pm on Monday, October 18, in order to move our operations to the Concert Hall and prepare for the sale.

Our budgeted collection goals for the recently concluded fiscal year, as well as for the new fiscal year ending 2022, are both predicated on the infusion of revenue generated by the tax sale. Maintaining high current and back tax collection rates promotes budgetary stability and allows the Board of Estimate and Taxation to set lower mill rates for all taxpayers. A higher current collection rate enables less of an allowance for "uncollectible" taxes, and correspondingly lower mill rates.

We issued delinquent notices, called "demand" notices, at the beginning of last month, to accounts with balances due on the July 2021 installment. Our next billing will occur next month, in November 2021, when we issue notices for the second installment, which will be due January 1, 2022 and payable by February 1, 2022.

I hope to get the second installment bills in the mail by the second week of December, but need to coordinate with the Office of the Assessor to work according to their schedule. They are involved with motor vehicle pricing and other details that affect pro-rated supplemental motor vehicle bills for vehicles newly registered after October 1, 2020 – those vehicles are billed on January 1, 2022. The Assessor's office relies on the state DMV to supply information to them. All of these factors potentially affect when we will be able to mail our second installment bills. I will keep everybody up to date on our progress and on any potential issues.

Our office is still short staffed, as we still have a vacancy in our cashier position. We have been working with the Personnel and Labor Relations department, and since last month's report we have interviewed a number of candidates. We anticipate filling that position within the next several months. Our hours remain **Monday through Friday, from 8:30 am to 4 pm.**   No appointment is needed, and we do not close for lunch.   We also continue to offer other payments options, including on line payment, pay-by-phone, and paying by mail.

We expect our tax sale to begin at 4 pm after interested bidders are registered. Bidder registration begins at 3 pm. All of you are welcome to attend, if only to see how they operate.   You are free to come and go, and there are usually other spectators. If there are any questions about the sale or any of our operations, please reach out to me.

ITEM #7

TAX COLLECTOR'S REPORT
SEPTEMBER 2021

FISCAL YEAR 2021-2022 (2020 GRAND LIST)	ORIGINAL LEVY	ADJ. TAX COLLECTIONS JUN 21 - SEP 21	COLLECTION %	CORRECTED LEVY*	CHANGE IN LEVY	COLLECTION %
AUTOMOBILE-REGULAR	$21,672,160.18	$18,551,598.46	85.60%	$21,459,640.34	($212,519.84)	86.45%
PERSONAL PROPERTY	$22,966,731.64	$12,110,457.93	52.73%	$23,004,792.96	$38,061.32	52.64%
REAL ESTATE	$308,716,745.40	$157,161,812.59	50.91%	$305,776,474.44	($2,940,270.96)	51.40%
TOTAL TAX	**$353,355,637.22**	**$187,823,868.98**	**53.15%**	**$350,240,907.74**	**($3,114,729.48)**	**53.63%**
SEWER USE	$16,488,685.00	$8,257,816.57	50.08%	$16,362,837.00	($125,848.00)	50.47%
IPP FEE	$187,000.00	$151,070.51	80.79%	$190,000.00	$3,000.00	79.51%

FISCAL YEAR 2020-2021 (2019 GRAND LIST)	ORIGINAL LEVY	JUN 20 - SEP 20				
AUTOMOBILE-REGULAR	$20,760,190.24	$16,068,385.27	77.40%	$20,553,524.16	($206,666.08)	78.18%
PERSONAL PROPERTY	$20,000,411.00	$9,886,399.36	49.43%	$19,993,574.86	($6,836.14)	49.45%
REAL ESTATE	$310,928,205.46	$149,512,661.64	48.09%	$309,628,167.94	($1,300,037.52)	48.29%
TOTAL TAX	**$351,688,806.70**	**$175,467,446.27**	**49.89%**	**$350,175,266.96**	**($1,513,539.74)**	**50.11%**
SEWER USE	$16,883,967.00	$8,371,670.88	49.58%	$16,884,710.89	$743.89	49.58%
IPP FEE	$200,500.00	$135,822.28	67.74%	$201,500.00	$1,000.00	67.41%
TAX DIFFERENCE 2020 G.L. vs. 2019 G.L. INCREASE/(DECREASE)	$1,666,830.52	$12,356,422.71	3.26%	$65,640.78	($1,601,189.74)	3.52%
SEWER DIFFERENCE 2020 G.L. vs. 2019 G.L. INCREASE/(DECREASE)	($395,282.00)	($113,854.31)	0.50%	($521,873.89)	($126,591.89)	0.89%
IPP DIFFERENCE 2020 G.L. vs. 2019 G.L. INCREASE/(DECREASE)	($13,500.00)	$15,248.23	13.04%	($11,500.00)	$2,000.00	12.11%

BACK TAXES COLLECTED	FISCAL YR 2021-2022 (JUL 21 - SEP 21)	FISCAL YR 2020-2021 (JUL 20 - SEP 20)	CUR YR vs.PRIOR YR INC/(DEC)
PRIOR TAXES	$1,436,802.50	$1,112,838.81	$323,963.69
PRIOR SEWER USE FEE	$115,241.62	$65,130.05	$50,111.57
PRIOR IPP FEE	$6,791.12	$3,000.00	$3,791.12
TOTAL PRIOR TAX, SEWER & IPP	**$1,558,835.24**	**$1,180,968.86**	**$377,866.38**
CURRENT INTEREST	$249,916.17	$0.00	$249,916.17
PRIOR INTEREST	$570,173.02	$312,428.05	$257,744.97
SEWER USE FEE INTEREST	$37,646.25	$13,460.95	$24,185.30
IPP FEE INTEREST	$2,911.73	$672.39	$2,239.34
TOTAL INTEREST COLLECTED	**$860,647.17**	**$326,561.39**	**$534,085.78**
PRIOR LIEN FEE	$7,251.54	$5,378.29	$1,873.25
CURRENT LIEN FEE	$0.00	$0.00	$0.00
TOTAL LIEN FEE COLLECTED	**$7,251.54**	**$5,378.29**	**$1,873.25**
MISC FEES COLLECTED	**$80,887.39**	**$18,834.93**	**$62,052.46**
TOTAL PRIOR TAX, ALL INTEREST & ALL FEES	**$2,507,621.34**	**$1,531,743.47**	**$975,877.87**

* CORRECTED LEVY INCLUDING CERTIFICATES OF CORRECTION

Oak Hills Park Authority
August 2021 Financial Commentary

Operations Updates:

- Clubhouse renovations related to the restaurant are and are going through the zoning and permit process. A soft-opening will follow after all permits are obtained.
- The Authority has approved the contract for continuous cart path paving, a significant capital project included in the FY22 capital expense budget. Work is expected to begin in October 2021.
- Strong play in August helped bring our YTD rounds back up nearly to budget after a minor lag in July. Cart rounds YTD have surpassed budgeted expectations by 8.5%

YTD Financial Highlights:

- YTD net operating income was over budget by $24k and ended with ~$620k cash.
    - Revenue was nearly flat compared to budget.
    - Expenses were $27k lower than budget due to our cart fleet lease being reclassed as a capital lease. Effect is a $35k reduction on YTD expense.
- OHPA made $24k in repayments to the City for this fiscal year to date.
- FY21 Financial Audit fieldwork is complete and the final report is being reviewed at the manager/partner level and internally at OHPA. Once the Audit is finalized, an annual payment will be made to the City equal to 1% of FY21 golf revenue (approximated $22k).

Updated through ***8/31/2021***

Year To Date

		Budget	Actuals	Variance	Var %	Comments
Sales	Revenue Rounds	12,040	11,900	(140)	-1.2%	August rounds higher than budget got us closer to ytd budgeted rounded
	Non-Revenue Rounds	2,290	2,193	(97)	-4.2%	Includes season passholder rounds.
	Total Rounds	**14,330**	**14,093**	(237)	**-1.7%**	
	Carts	8,163	8,857	694	8.5%	Likely due to the heat causing some walkers to ride carts.
	ID Cards	58	58	-	0.0%	

		Budget	Actuals	Variance	Var %	Comments
P&L	Golf Revenue	584,030	579,143	(4,887)	-0.8%	Actuals nearly match budget
	Tennis Revenue	16,000	16,000	-	0.0%	
	Restaurant Revenue	-	546	546		Revenue to be booked and received quarterly.
	Other Revenue	2,860	4,383	1,523	53.3%	
	Total Revenue	**602,890**	**600,072**	**(2,818)**	**-0.5%**	
	Management Salary	35,300	36,583	1,283	3.6%	
	Operations Salary	54,613	55,694	1,081	2.0%	
	Maintenance Salary	89,243	82,986	(6,257)	-7.0%	Well-managed maintenance workloads despite high rounds / park usage.
	Employee Benefits	32,426	30,367	(2,059)	-6.3%	Payroll taxes and health insurance premiums are slightly under budget
	Administrative	40,004	41,791	1,787	4.5%	
	Interest & Insurance	15,395	14,898	(497)	-3.2%	
	Sales & Operations	3,079	20,854	17,775	577.3%	Fridge/freezer repairs in Clubhouse approved by the Authority in May for FY20 occurred in July.
	Park Maintenance	68,199	58,506	(9,693)	-14.2%	Ag&Chem ($8k) lower than expected. Just monthly timing as they will eventually be used on the grounds.
	Park Equipment	10,453	14,890	4,437	42.4%	Large amount of various equipment maintenance and parts needed in July.
	Carts	39,069	4,264	(34,805)	-89.1%	New cart lease treated as capital lease (added to fixed assets) rather than operating as assumed in budget.
	Operating Expense	**387,781**	**360,833**	**(26,948)**	**-6.9%**	
	Operating Income	**215,109**	**239,239**	**24,130**	**11.2%**	
Balance Sheet	Capital Improvements	(33,500)	(7,565)	25,935	-77.4%	New soda/beer draft lines and some construction in restaurant.
	Line of Credit Balance	-	-	-		
	Cash Balance	630,723	618,894	(11,829)	-1.9%	Cart lease payments now reflected on B/S put us at a $10k deficit to budget.

Updated through ***8/31/2021***

		Rest of Year				
		Budget	**Proj.**	**Variance**	**Var %**	**Comments**
Sales	Revenue Rounds	23,331	23,331	-	0.0%	Projections are still in line with Budget
	Non-Revenue Rounds	4,437	4,437	-	0.0%	Projections are still in line with Budget
	Total Rounds	**27,768**	**27,768**	-	0.0%	
	Carts	15,818	16,000	182	1.2%	Projections are still in line with Budget
	ID Cards	1,103	1,103	-	0.0%	Projections are still in line with Budget

		Budget	**Proj.**	**Variance**	**Var %**	**Comments**
P&L	Golf Revenue	1,297,495	1,297,495	-	0.0%	Projections are still in line with Budget
	Tennis Revenue	24,800	24,800	-	0.0%	Projections are still in line with Budget
	Restaurant Revenue	30,000	30,000	-	0.0%	Projections are still in line with Budget
	Other Revenue	44,540	44,540	-	0.0%	Projections are still in line with Budget
	Total Revenue	**1,396,835**	**1,396,835**	**-**	**0.0%**	
	Salaries	701,101	701,101	-	0.0%	Projections are still in line with Budget
	Employee Benefits	119,174	119,174	-	0.0%	Projections are still in line with Budget
	Administrative	138,568	138,568	-	0.0%	Projections are still in line with Budget
	Debt Service & Insurance	79,328	79,328	-	0.0%	Projections are still in line with Budget
	Sales & Operations	13,921	13,921	-	0.0%	Projections are still in line with Budget
	Park Maintenance	147,501	147,501	-	0.0%	Projections are still in line with Budget
	Park Equipment	58,547	58,547	-	0.0%	Projections are still in line with Budget
	Carts	82,590	14,284	(68,306)	-82.7%	Renewed cart lease will be treated as a capital lease, expensed as Depreciation. No effect on cash.
	Operating Expense	**1,340,730**	**1,272,424**	**(68,306)**	**-5.1%**	
	Uncategorized Exp/Rev					
	Operating Income	**56,105**	**124,411**	**68,306**	**121.7%**	
Balance Sheet	Capital Improvements	(243,898)	(269,833)	(25,935)	10.6%	Includes cart path paving, golf simulator, and improvements to grounds and structures in the park.
	Line of Credit Balance	-	-	-		We do not expect to borrow during the remainder of this fiscal year.
	Cash Balance	319,567	319,567	-	0.0%	Projections are still in line with Budget

Oak Hills Park Authority
FY21 Actual vs. Budget

ITEM #8

	August Act	August Bud	Var $	Var %	YTD Act	YTD Bud	Var $	Var %
REVENUE								
4000 · REVENUES								
4001 · Golf Revenue								
4010 · Golf Fees	$200,351	$187,710	$12,641	6.7%	$400,150	$383,575	$16,576	4.3%
4020 · I.D. Cards	$2,480	$3,052	-$572	-18.7%	$7,330	$7,630	-$300	-3.9%
4025 · Season Pass	$11,059	$11,250	-$191	-1.7%	$22,119	$22,500	-$381	-1.7%
4030 · Tournament Fees	$14,950	$18,548	-$3,598	-19.4%	$17,810	$31,651	-$13,841	-43.7%
4050 · Cart Revenue	$69,321	$73,840	-$4,519	-6.1%	$137,462	$147,814	-$10,352	-7.0%
4055 · GolfBoard Revenue	$0	$237	-$237	-100.0%	$0	$420	-$420	-100.0%
4060 · Golf Revenue - Gift Certif.	$1,125	$1,612	-$487	-30.2%	$2,471	$3,574	-$1,103	-30.9%
4070 · Gift & Rain Checks Redeemed	-$2,627	-$4,701	$2,074	-44.1%	-$8,200	-$13,134	$4,935	-37.6%
Total 4001 · Golf Revenue	**$296,660**	**$291,548**	**$5,111**	**1.8%**	**$579,142**	**$584,030**	**-$4,887**	**-0.8%**
4100 · Tennis Revenue	$8,000	$8,000	$0	0.0%	$16,000	$16,000	$0	0.0%
4200 · Rental Income	$1,375	$1,375	$0	0.0%	$2,750	$2,750	$0	0.0%
4300 · Investment Income	$123	$26	$97	371.0%	$216	$43	$172	399.3%
4400 · Misc. Income	$553	$33	$519	1558.0%	$1,418	$67	$1,351	2026.5%
4500 · Golf Simulator Revenue	$0	$0	$0	0.0%	$0	$0		
4600 · Restaurant Income	$546	$0	$546	0.0%	$546	$0	$546	0.0%
4700 · Advertising Revenue	$0	$0	$0	0.0%	$0	$0	$0	0.0%
Total Other Revenue	**$10,597**	**$9,434**	**$1,162**	**12.3%**	**$20,930**	**$18,860**	**$2,070**	**11.0%**
TOTAL REVENUE	**$307,256**	**$300,983**	**$6,274**	**2.1%**	**$600,072**	**$602,890**	**-$2,818**	**-0.5%**
EXPENSE								
5000 · PERSONNEL EXPENSE								
5010 · Management Salary	$18,284	$17,656	-$628	-3.6%	$36,583	$35,300	-$1,283	-3.6%
5030 · Operations	$28,897	$27,675	-$1,222	-4.4%	$55,709	$54,613	-$1,097	-2.0%
5040 · Operations O/T	$0	$0	$0	0.0%	-$16	$0	$16	0.0%
5050 · Course Personnel	$24,822	$23,730	-$1,092	-4.6%	$49,823	$47,460	-$2,363	-5.0%
5060 · Course Personnel O/T	$356	$0	-$356	0.0%	$665	$0	-$665	0.0%
5070 · Seasonal Personnel	$17,970	$20,891	$2,922	14.0%	$32,338	$41,783	$9,445	22.6%
5080 · Seasonal Personnel O/T	-$58	$0	$58	0.0%	$160	$0	-$160	0.0%
Total 5000 · PERSONNEL EXPENSE	**$90,271**	**$89,952**	**-$319**	-0.4%	**$175,263**	**$179,155**	**$3,893**	2.2%
5200 · EMPLOYEE BENEFITS								
5210 · Payroll Taxes	$6,865	$7,627	$763	10.0%	$13,325	$15,242	$1,917	12.6%
5230 · State Unemployment	$3,125	$2,876	-$250	-8.7%	$6,374	$6,065	-$309	-5.1%
5250 · Health Insurance	$2,150	$2,509	$359	14.3%	$4,299	$5,018	$719	14.3%
5260 · Workmans Compensation	$2,151	$2,890	$739	25.6%	$5,241	$4,979	-$262	-5.3%
5270 · Retirement Plans	$565	$556	-$8	-1.5%	$1,128	$1,121	-$7	-0.6%
Total 5200 · EMPLOYEE BENEFITS	**$14,855**	**$16,458**	**$1,603**	9.7%	**$30,367**	**$32,426**	**$2,058**	6.3%
5400 · ADMINISTRATIVE EXPENSES								
5420 · Telephone	$1,290	$757	-$533	-70.5%	$2,285	$1,513	-$772	-51.0%
5430 · Professional Fees	$2,650	$2,792	$142	5.1%	$5,300	$5,583	$283	5.1%
5436 · Advertising	$992	$1,078	$86	7.9%	$1,988	$2,928	$940	32.1%
5440 · Office Expense	$1,568	$1,414	-$154	-10.9%	$3,039	$3,421	$382	11.2%
5441 · Bank Charges	$80	$27	-$53	-195.8%	$106	$70	-$36	-52.1%
5442 · Credit Card Fees	$5,810	$5,755	-$55	-1.0%	$11,860	$11,767	-$93	-0.8%
5445 · Postage	$0	$0	$0	0.0%	$0	$22	$22	100.0%
5450 · Training and Dues	$0	$0	$0	0.0%	$371	$363	-$8	-2.3%
5461 · Authority Secretarial Services	$140	$140	$0	0.0%	$260	$280	$20	7.1%
5469 · Other Outside Services	$584	$489	-$95	-19.3%	$1,158	$991	-$167	-16.9%
5470 · Other Admin	$2,371	$951	-$1,420	-149.3%	$3,159	$1,902	-$1,257	-66.1%
5480 · Utilities	$6,002	$5,846	-$156	-2.7%	$12,265	$11,166	-$1,098	-9.8%
5499 · Bad Debt Expense	$0	$0	$0	0.0%	$0	$0	$0	0.0%
5490 · Water	$0	$0	$0	0.0%	$0	$0	$0	0.0%
Total 5400 · ADMINISTRATIVE EXPENSES	**$21,488**	**$19,249**	**-$2,239**	-11.6%	**$41,791**	**$40,004**	**-$1,786**	-4.5%
5500 · DEBT SERVICE AND INSURANCE								

Oak Hills Park Authority
FY21 Actual vs. Budget

ITEM #8

	August Act	August Bud	Var $	Var %	YTD Act	YTD Bud	Var $	Var %
5500 · Liability Insurance	$6,941	$7,177	$236	3.3%	$13,881	$14,353	$472	3.3%
5520 · Interest	$677	$338	-$339	-100.4%	$1,017	$1,042	$25	2.4%
Total 5500 · DEBT SERVICE AND INSURANCE	**$7,618**	**$7,515**	**-$103**	-1.4%	**$14,898**	**$15,395**	**$497**	3.2%
5600 · SALES AND OPERATIONS								
5620 · Clubhouse/Pro Shop Maint.	$1,025	$1,000	-$25	-2.5%	$19,843	$2,000	-$17,843	-892.1%
5640 · Golf Pro Supplies	$262	$0	-$262	0.0%	$518	$679	$161	23.7%
5680 · Golf Pro Work Clothes	$0	$400	$400	100.0%	$493	$400	-$93	-23.2%
Total 5600 SALES AND OPERATIONS	**$1,287**	**$1,400**	**$113**	8.1%	**$20,854**	**$3,079**	**-$17,775**	-577.2%
5700 · PARK MAINTENANCE								
5710 · Water	$10,986	$9,855	-$1,132	-11.5%	$16,902	$17,741	$839	4.7%
5720 · Heating Fuel	$0	$0	$0	0.0%	$0	$535	$535	100.0%
5730 · Grounds Maintenance	$2,217	$182	-$2,035	-1117.3%	$6,104	$1,366	-$4,738	-346.8%
5740 · Tree Maintenance	$0	$2,500	$2,500	100.0%	$0	$2,500	$2,500	100.0%
5751 · Agriculture&Chemicals-Purch	$1,365	$12,488	$11,123	89.1%	$1,654	$41,454	$39,800	96.0%
5752 · Agriculture/Chemicals Utilized	$12,165		-$12,165	0.0%	$31,618	$0	-$31,618	0.0%
5760 · Irrigation Maintenance	$808	$3,067	$2,260	73.7%	$1,786	$4,001	$2,215	55.4%
5770 · Consumable Tools	$0	$245	$245	100.0%	$25	$596	$571	95.8%
5780 · Tee and Green Supplies	$146	$6	-$140	-2303.6%	$417	$6	-$411	-6749.4%
5795 · Janitorial Supplies	$0	$0	$0	0.0%	$0	$0	$0	0.0%
Total 5700 · PARK MAINTENANCE	**$27,686**	**$28,343**	**$657**	2.3%	**$58,506**	**$68,199**	**$9,694**	14.2%
5800 · PARK EQUIPMENT								
5800 · Equipment Maintenance	$468	$1,792	$1,323	73.9%	$7,745	$4,656	-$3,089	-66.3%
5820 · Building Maintenance	$2,407	$2,222	-$185	-8.3%	$5,410	$2,884	-$2,527	-87.6%
5840 · Small Equipment	$0	$0	$0	0.0%	$0	$699	$699	100.0%
5860 · Gasoline/Diesel Fuel	$1,235	$1,146	-$89	-7.7%	$1,235	$2,215	$980	44.2%
5880 · Employee work clothes	$500	$0	-$500	0.0%	$500	$0	-$500	0.0%
Total 5800 · PARK EQUIPMENT	**$4,610**	**$5,160**	**$550**	10.7%	**$14,890**	**$10,453**	**-$4,437**	-42.4%
6000 · CART EXPENSE								
6010 · Cart Lease Expense	$0	$17,077	$17,077	100.0%	$0	$34,153	$34,153	100.0%
6020 · Electricity	$1,758	$1,875	$117	6.2%	$3,396	$3,827	$431	11.3%
6030 · Maintenance	$28	$208	$180	86.6%	$68	$289	$221	76.5%
6050 · Cart Insurance	$400	$400	$0	0.0%	$800	$800	$0	0.0%
6060 · Misc. Cart Expense	$0	$0	$0	0.0%	$0	$0	$0	0.0%
Total 6000 · CART EXPENSE	**$2,186**	**$19,559**	**$17,373**	88.8%	**$4,264**	**$39,069**	**$34,806**	89.1%
7001 · Uncategorized Expenses								
TOTAL OPERATIONAL EXPENSE	**$170,001**	**$187,637**	**$17,636**	9.4%	**$360,832**	**$387,781**	**$26,950**	6.9%
TOTAL OPERATIONAL NET INCOME	**$137,255**	**$113,346**	**$23,909**	21.1%	**$239,240**	**$215,108**	**$24,132**	11.2%
Restructured City Debt	$11,904	$12,079	$174	1.4%	$24,226	$24,682	$456	1.8%
Commercial Debt	$37,754	$5,672	-$32,082	-565.6%	$59,342	$11,344	-$47,998	-423.1%
	$0	$0	$0	0.0%	$0	$0	$0	0.0%
Total BS Debt Payments	**$49,658**	**$17,751**	**-$31,908**	-179.8%	**$83,568**	**$36,026**	**-$47,542**	-132.0%
NET INCOME BEFORE CAPITAL EXPENSES	**$137,255**	**$113,346**	**$23,909**	21.1%	**$239,240**	**$215,108**	**$24,132**	11.2%
8000 · OTHER EXPENSE								
8000 · Depreciation/Amortization								
8000 · Depreciation/Amortization Non Cash	$22,462	$22,500	$38	0.2%	$44,925	$45,000	$75	0.2%
8001 · Capital projects								
8100 - Capital Proj Cash	$1,414	$24,500	$23,087	94.2%	$7,565	$33,500	$25,935	77.4%
8101 - Capital Proj Financed	$0	$0	$0	0.0%	$0	$0	$0	0.0%
8006 · Disposed Assets	-$2,450				-$2,450			
Capital Contribution								
Total 8000 · OTHER EXPENSE	$20,012	$22,500	$23,124	11.1%	$42,475	$45,000	$26,010	5.6%
NET INCOME	**$117,243**	**$90,846**	**$26,397**	29.1%	**$196,766**	**$170,108**	**$26,658**	15.7%

OAK HILLS PARK AUTHORITY
Balance Sheet FY21
As of August 31, 2021

	Total			
	As of Aug 31, 2021	As of Aug 31, 2020 (PY)	Change	% Change
ASSETS				
Current Assets				
Bank Accounts				
1000 Cash				
1021 NBT Money Market	638,416.91	333,073.17	305,343.74	91.67%
1022 NBT Payment Account	-22,274.16	-44,806.66	22,532.50	50.29%
1023 NBT Rent Escrow Sec Apt Right	1,351.00	1,351.00	0.00	0.00%
1050 Petty	1,400.00	1,400.00	0.00	0.00%
Total 1000 Cash	**$ 618,893.75**	**$ 291,017.51**	**$ 327,876.24**	**112.67%**
Total Bank Accounts	**$ 618,893.75**	**$ 291,017.51**	**$ 327,876.24**	**112.67%**
Other Current Assets				
1100 Inventory	37,984.09	52,534.31	-14,550.22	-27.70%
1200 Receivables	7,520.44	55.00	7,465.44	13573.53%
1300 Prepaid Expenses	24,976.89	25,603.21	-626.32	-2.45%
Total Other Current Assets	**$ 70,481.42**	**$ 78,192.52**	**-$ 7,711.10**	**-9.86%**
Total Current Assets	**$ 689,375.17**	**$ 369,210.03**	**$ 320,165.14**	**86.72%**
Fixed Assets				
1500 Fixed Assets				
1505 Machinery and Equipment	1,597,008.13	1,067,156.87	529,851.26	49.65%
1510 Accumulated Depreciation/Amort.	-4,038,877.49	-3,783,483.71	-255,393.78	-6.75%
1520 Furniture & Fixtures	47,635.23	50,085.23	-2,450.00	-4.89%
1560 Leasehold Improvements	88,497.24	35,894.79	52,602.45	146.55%
1561 Park Improvements	1,821,963.05	1,782,769.53	39,193.52	2.20%
1562 Restaurant	2,277,134.66	2,277,134.66	0.00	0.00%
1565 Amortize Leasehold Improvements	-37,099.84	-22,570.02	-14,529.82	-64.38%
Total 1500 Fixed Assets	**$1,756,260.98**	**$1,406,987.35**	**$ 349,273.63**	**24.82%**
Total Fixed Assets	**$1,756,260.98**	**$1,406,987.35**	**$ 349,273.63**	**24.82%**
TOTAL ASSETS	**$2,445,636.15**	**$1,776,197.38**	**$ 669,438.77**	**37.69%**
LIABILITIES AND EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable				
2000 *Accounts Payable	66,135.06	49,175.18	16,959.88	34.49%
Total Accounts Payable	**$ 66,135.06**	**$ 49,175.18**	**$ 16,959.88**	**34.49%**
Other Current Liabilities				
2051 Accounts Payable - OHMGA Revenue	95.00	85.00	10.00	11.76%
2100 Accrued Payroll	35,114.69	28,536.14	6,578.55	23.05%
2104 Accrued retirement contribution	1,205.62	1,117.90	87.72	7.85%
2105 Accrued Vacation Pay	20,578.87	20,870.69	-291.82	-1.40%

2200 Accrued Expenses	31,865.50	40,767.50	-8,902.00	-21.84%
2210 Security Deposit-Entrance House				
2212 Security Dep - Apt 2 Right	1,350.00	1,350.00	0.00	0.00%
Total 2210 Security Deposit-Entrance House	$ 1,350.00	$ 1,350.00	$ 0.00	0.00%
2250 Deferred Revenue				
2251 Tournament Deposits	6,100.00	4,050.00	2,050.00	50.62%
2253 Deferred Tennis Revenue	8,000.00	4,999.34	3,000.66	60.02%
2254 Other Deferred	111,690.45	131,381.57	-19,691.12	-14.99%
Total 2250 Deferred Revenue	$ 125,790.45	$ 140,430.91	-$ 14,640.46	-10.43%
2400 Cart Sales Tax Due	4,402.00	4,422.00	-20.00	-0.45%
Total Other Current Liabilities	$ 220,402.13	$ 237,580.14	-$ 17,178.01	-7.23%
Total Current Liabilities	$ 286,537.19	$ 286,755.32	-$ 218.13	-0.08%
Long-Term Liabilities				
2701 Consolidated City Debt	2,022,558.70	2,122,200.44	-99,641.74	-4.70%
2766 Wells Fargo Eq Bandit Chipper	0.00	372.37	-372.37	-100.00%
2767 Deere Credit, Inc. Sweeper Vac	0.00	886.04	-886.04	-100.00%
2768 Deere Credit Inc. Greens Roller	0.00	2,878.19	-2,878.19	-100.00%
2770 Deere Credit Inc. Hybrid Mower	0.00	0.89	-0.89	-100.00%
2772 Wells Fargo 2017 Aera-Vator	812.46	1,675.68	-863.22	-51.51%
2773 DLL Finance Club Car CA550G Utility Cart	1,548.50	3,612.50	-2,064.00	-57.13%
2774 Wells - Sod Cutter, Progator, 3500-D Groundsmaster	18,675.85	31,525.81	-12,849.96	-40.76%
2775 Deere Credit, Inc. Hybrid Mower	8,396.78	14,354.17	-5,957.39	-41.50%
2776 Wells Fargo MTE 2018 TurfCo Blower	3,743.93	4,973.53	-1,229.60	-24.72%
2777 DLL Finance Club Car CA502 Utility Cart	4,599.95	6,746.64	-2,146.69	-31.82%
2778 Wells Fargo Used Kubota Tractor Mini Ex	18,363.70	23,360.02	-4,996.32	-21.39%
2779 Wells Fargo Groundsmaster Mower and Procore Aeration	47,304.00	0.00	47,304.00	
2780 DLL Club Car 2021 Cart Fleet	291,915.84	0.00	291,915.84	
2781 GPSi Visage Software 2021 Cart Fleet	81,600.00	0.00	81,600.00	
Total Long-Term Liabilities	$2,499,519.71	$2,212,586.28	$ 286,933.43	12.97%
Total Liabilities	$2,786,056.90	$2,499,341.60	$ 286,715.30	11.47%
Equity				
3000 Fund Balance				
3010 Fund Balance - Beginning	0.00	-42,873.28	42,873.28	100.00%
Total 3000 Fund Balance	$ 0.00	-$ 42,873.28	$ 42,873.28	100.00%
3500 Reserves				
3550 Reserve for Contingencies	0.00	405,368.10	-405,368.10	-100.00%
Total 3500 Reserves	$ 0.00	$ 405,368.10	-$405,368.10	-100.00%
3900 Retained Earnings	-529,621.39	-1,295,566.94	765,945.55	59.12%
Net Income	189,200.64	209,927.90	-20,727.26	-9.87%
Total Equity	-$ 340,420.75	-$ 723,144.22	$ 382,723.47	52.92%
TOTAL LIABILITIES AND EQUITY	$2,445,636.15	$1,776,197.38	$ 669,438.77	37.69%

OAK HILLS PARK AUTHORITY
P&L - Current Month Vs. Prior Year Month
August 2021

	Total			
	Aug 2021	Aug 2020 (PY)	Change	% Change
Income				
4000 REVENUES				
4001 Golf Revenue				
4010 Golf Fees	200,351.00	206,151.04	-5,800.04	-2.81%
4020 I.D. Cards	2,480.00	1,347.00	1,133.00	84.11%
4025 Season Pass	11,059.44	8,985.15	2,074.29	23.09%
4030 Tournament Fees	14,950.00	6,010.00	8,940.00	148.75%
4050 Cart Revenue	69,321.00	69,467.69	-146.69	-0.21%
4055 GolfBoard Revenue	0.00	165.00	-165.00	-100.00%
4060 Golf Revenue - Gift Certif.	1,125.00	1,378.00	-253.00	-18.36%
4070 Gift & Rain Checks Redeemed	-2,626.75	-4,262.00	1,635.25	38.37%
Total 4001 Golf Revenue	$296,659.69	$ 289,241.88	$ 7,417.81	2.56%
4100 Tennis Revenue	8,000.00	5,000.00	3,000.00	60.00%
4200 Rental Income	1,375.00	1,375.00	0.00	0.00%
4300 Investment Income	122.56	36.81	85.75	232.95%
4400 Misc. Income	552.67	25.00	527.67	2110.68%
4600 Restaurant Income	546.41	2,350.00	-1,803.59	-76.75%
Total 4000 REVENUES	$307,256.33	$ 298,028.69	$ 9,227.64	3.10%
Total Income	$307,256.33	$ 298,028.69	$ 9,227.64	3.10%
Gross Profit	$307,256.33	$ 298,028.69	$ 9,227.64	3.10%
Expenses				
5000 PERSONNEL EXPENSE				
5010 Management Salary	18,284.40	13,414.23	4,870.17	36.31%
5030 Operations	28,897.24	26,279.02	2,618.22	9.96%
5040 Operations O/T	0.00	707.08	-707.08	-100.00%
5050 Course Personnel	24,822.39	24,076.74	745.65	3.10%
5060 Course Personnel O/T	355.72	0.00	355.72	
5070 Seasonal Personnel	17,969.69	15,129.77	2,839.92	18.77%
5080 Seasonal Personnel O/T	-58.39	0.00	-58.39	
Total 5000 PERSONNEL EXPENSE	$ 90,271.05	$ 79,606.84	$ 10,664.21	13.40%
5200 EMPLOYEE BENEFITS				
5210 Payroll Taxes	6,864.53	6,046.85	817.68	13.52%
5230 State Unemployment	3,125.31	3,424.34	-299.03	-8.73%
5250 Health Insurance	2,149.73	2,241.34	-91.61	-4.09%
5260 Workmans Compensation	2,151.16	1,905.68	245.48	12.88%
5270 Retirement Plans	564.72	528.86	35.86	6.78%
Total 5200 EMPLOYEE BENEFITS	$ 14,855.45	$ 14,147.07	$ 708.38	5.01%
5400 ADMINISTRATIVE EXPENSES				
5420 Telephone	1,290.01	1,471.90	-181.89	-12.36%
5430 Professional Fees	2,650.00	2,650.00	0.00	0.00%

5436 Advertising	992.49	984.79	7.70	0.78%
5440 Office Expense	1,568.24	1,413.15	155.09	10.97%
5441 Bank Charges	80.35	22.03	58.32	264.73%
5442 Credit Card Fees	5,810.00	6,519.43	-709.43	-10.88%
5461 Authority Secretarial Services	140.00	130.00	10.00	7.69%
5469 Other Outside Services	583.90	421.56	162.34	38.51%
5470 Other Administrative	2,370.59	1,005.58	1,365.01	135.74%
5480 Utilities	6,002.44	7,382.34	-1,379.90	-18.69%
5500 Liability Insurance	6,940.50	6,386.51	553.99	8.67%
5520 Interest Expense	677.27	391.06	286.21	73.19%
Total 5400 ADMINISTRATIVE EXPENSES	$ 29,105.79	$ 28,778.35	$ 327.44	1.14%
5600 SALES AND OPERATIONS				
5620 Clubhouse Maintenance	1,025.00	-1,182.07	2,207.07	186.71%
5640 Golf Pro Supplies	261.58	0.00	261.58	
Total 5600 SALES AND OPERATIONS	$ 1,286.58	-$ 1,182.07	$ 2,468.65	208.84%
5700 PARK MAINTENANCE				
5710 Water	10,986.05	11,473.65	-487.60	-4.25%
5730 Grounds Maintenance	2,217.00	760.18	1,456.82	191.64%
5750 Agriculture and Chemicals				
5751 Agriculture&Chemicals-Purchased	1,364.58	347.20	1,017.38	293.02%
5752 Agriculture/Chemicals Utilized	12,165.06	7,868.89	4,296.17	54.60%
Total 5750 Agriculture and Chemicals	$ 13,529.64	$ 8,216.09	$ 5,313.55	64.67%
5760 Irrigation Maintenance	807.55	2,614.89	-1,807.34	-69.12%
5780 Tee and Green Supplies	146.19	0.00	146.19	
5800 Equipment Maintenance	468.05	1,298.04	-829.99	-63.94%
5820 Building Maintenance	2,406.70	4,943.85	-2,537.15	-51.32%
5860 Gasoline/Diesel Fuel	1,235.11	1,195.40	39.71	3.32%
5880 Employee work clothes	500.00	0.00	500.00	
Total 5700 PARK MAINTENANCE	$ 32,296.29	$ 30,502.10	$ 1,794.19	5.88%
6000 CART EXPENSE				
6010 Cart Lease Expense	0.00	16,116.00	-16,116.00	-100.00%
6020 Electricity	1,758.00	2,126.52	-368.52	-17.33%
6030 Maintenance	27.92	202.60	-174.68	-86.22%
6050 Cart Insurance	400.00	400.00	0.00	0.00%
Total 6000 CART EXPENSE	$ 2,185.92	$ 18,845.12	-$16,659.20	-88.40%
Total Expenses	$170,001.08	$ 170,697.41	-$ 696.33	-0.41%
Net Operating Income	$137,255.25	$ 127,331.28	$ 9,923.97	7.79%
Other Expenses				
8000 Depreciation/Amortization	22,462.26	22,124.56	337.70	1.53%
8001 Capital projects				
8100 Capital Projects - Cash	1,413.50	1,155.00	258.50	22.38%
Total 8001 Capital projects	$ 1,413.50	$ 1,155.00	$ 258.50	22.38%
8006 Disposed Assets	-2,450.00		-2,450.00	
Total Other Expenses	$ 21,425.76	$ 23,279.56	-$ 1,853.80	-7.96%
Net Other Income	-$ 21,425.76	-$ 23,279.56	$ 1,853.80	7.96%
Net Income	$115,829.49	$ 104,051.72	$ 11,777.77	11.32%

OAK HILLS PARK AUTHORITY
P&L - Current YTD Vs. Prior YTD
July - August, 2021

	Total			
	Jul - Aug, 2021	Jul - Aug, 2020 (PY)	Change	% Change
Income				
4000 REVENUES				
4001 Golf Revenue				
4010 Golf Fees	400,150.32	420,122.08	-19,971.76	-4.75%
4020 I.D. Cards	7,330.00	7,277.00	53.00	0.73%
4025 Season Pass	22,118.88	15,460.30	6,658.58	43.07%
4030 Tournament Fees	17,810.00	10,625.00	7,185.00	67.62%
4050 Cart Revenue	137,462.00	148,141.69	-10,679.69	-7.21%
4055 GolfBoard Revenue	0.00	227.00	-227.00	-100.00%
4060 Golf Revenue - Gift Certif.	2,471.00	3,658.00	-1,187.00	-32.45%
4070 Gift & Rain Checks Redeemed	-8,199.75	-13,104.00	4,904.25	37.43%
Total 4001 Golf Revenue	**$ 579,142.45**	**$ 592,407.07**	**-$ 13,264.62**	**-2.24%**
4100 Tennis Revenue	16,000.00	10,000.00	6,000.00	60.00%
4200 Rental Income	2,750.00	2,750.00	0.00	0.00%
4300 Investment Income	215.54	57.49	158.05	274.92%
4400 Misc. Income	1,417.67	-20.00	1,437.67	7188.35%
4600 Restaurant Income	546.41	4,700.00	-4,153.59	-88.37%
4700 Advertising Revenue	0.00	0.00	0.00	
Total 4000 REVENUES	**$ 600,072.07**	**$ 609,894.56**	**-$ 9,822.49**	**-1.61%**
Total Income	**$ 600,072.07**	**$ 609,894.56**	**-$ 9,822.49**	**-1.61%**
Gross Profit	**$ 600,072.07**	**$ 609,894.56**	**-$ 9,822.49**	**-1.61%**
Expenses				
5000 PERSONNEL EXPENSE				
5010 Management Salary	36,583.45	27,205.23	9,378.22	34.47%
5030 Operations	55,709.44	53,108.21	2,601.23	4.90%
5040 Operations O/T	-15.81	771.67	-787.48	-102.05%
5050 Course Personnel	49,822.69	48,559.24	1,263.45	2.60%
5060 Course Personnel O/T	665.09	0.00	665.09	
5070 Seasonal Personnel	32,338.03	29,217.12	3,120.91	10.68%
5080 Seasonal Personnel O/T	159.75	15.28	144.47	945.48%
Total 5000 PERSONNEL EXPENSE	**$ 175,262.64**	**$ 158,876.75**	**$ 16,385.89**	**10.31%**
5200 EMPLOYEE BENEFITS				
5210 Payroll Taxes	13,325.11	12,070.21	1,254.90	10.40%
5230 State Unemployment	6,374.36	6,932.72	-558.36	-8.05%
5250 Health Insurance	4,299.46	4,953.57	-654.11	-13.20%
5260 Workmans Compensation	5,240.76	4,696.46	544.30	11.59%
5270 Retirement Plans	1,127.65	1,065.84	61.81	5.80%
Total 5200 EMPLOYEE BENEFITS	**$ 30,367.34**	**$ 29,718.80**	**$ 648.54**	**2.18%**
5400 ADMINISTRATIVE EXPENSES			0.00	

5420 Telephone	2,284.76	2,535.49	-250.73	-9.89%
5430 Professional Fees	5,300.00	5,150.00	150.00	2.91%
5436 Advertising	1,988.32	1,820.50	167.82	9.22%
5440 Office Expense	3,038.84	3,542.69	-503.85	-14.22%
5441 Bank Charges	106.20	73.18	33.02	45.12%
5442 Credit Card Fees	11,860.08	13,767.43	-1,907.35	-13.85%
5445 Postage	0.00	37.10	-37.10	-100.00%
5450 Training and Dues	371.00	400.00	-29.00	-7.25%
5461 Authority Secretarial Services	260.00	260.00	0.00	0.00%
5469 Other Outside Services	1,158.32	858.27	300.05	34.96%
5470 Other Administrative	3,158.69	3,055.05	103.64	3.39%
5480 Utilities	12,264.51	14,597.18	-2,332.67	-15.98%
5500 Liability Insurance	13,881.00	12,773.02	1,107.98	8.67%
5520 Interest Expense	1,017.03	1,442.27	-425.24	-29.48%
Total 5400 ADMINISTRATIVE EXPENSES	**$ 56,688.75**	**$ 60,312.18**	**-$ 3,623.43**	**-6.01%**
5600 SALES AND OPERATIONS				
5620 Clubhouse Maintenance	19,842.74	0.00	19,842.74	
5640 Golf Pro Supplies	518.31	982.22	-463.91	-47.23%
5680 Golf Pro Work Clothes	492.85		492.85	
Total 5600 SALES AND OPERATIONS	**$ 20,853.90**	**$ 982.22**	**$ 19,871.68**	**2023.14%**
5700 PARK MAINTENANCE				
5710 Water	16,901.96	18,793.92	-1,891.96	-10.07%
5730 Grounds Maintenance	6,104.46	867.14	5,237.32	603.98%
5750 Agriculture and Chemicals				
5751 Agriculture&Chemicals-Purchased	1,653.69	347.20	1,306.49	376.29%
5752 Agriculture/Chemicals Utilized	31,617.95	30,340.53	1,277.42	4.21%
Total 5750 Agriculture and Chemicals	**$ 33,271.64**	**$ 30,687.73**	**$ 2,583.91**	**8.42%**
5760 Irrigation Maintenance	1,785.78	3,625.84	-1,840.06	-50.75%
5770 Consumable Tools	25.22	0.00	25.22	
5780 Tee and Green Supplies	416.59	0.00	416.59	
5800 Equipment Maintenance	7,744.53	3,106.71	4,637.82	149.28%
5820 Building Maintenance	5,410.29	5,925.13	-514.84	-8.69%
5860 Gasoline/Diesel Fuel	1,235.11	1,195.40	39.71	3.32%
5880 Employee work clothes	500.00	0.00	500.00	
Total 5700 PARK MAINTENANCE	**$ 73,395.58**	**$ 64,201.87**	**$ 9,193.71**	**14.32%**
6000 CART EXPENSE				
6010 Cart Lease Expense	0.00	37,202.00	-37,202.00	-100.00%
6020 Electricity	3,395.73	4,417.22	-1,021.49	-23.13%
6030 Maintenance	67.90	202.60	-134.70	-66.49%
6050 Cart Insurance	800.00	800.00	0.00	0.00%
Total 6000 CART EXPENSE	**$ 4,263.63**	**$ 42,621.82**	**-$ 38,358.19**	**-90.00%**
Total Expenses	**$ 360,831.84**	**$ 356,713.64**	**$ 4,118.20**	**1.15%**
Net Operating Income	**$ 239,240.23**	**$ 253,180.92**	**-$ 13,940.69**	**-5.51%**
Other Expenses				
8000 Depreciation/Amortization	44,924.52	42,098.02	2,826.50	6.71%
8001 Capital projects				
8100 Capital Projects - Cash	7,565.07	1,155.00	6,410.07	554.98%

Total 8001 Capital projects	**$**	**7,565.07**	**$**	**1,155.00**	**$**	**6,410.07**	**554.98%**
8006 Disposed Assets		-2,450.00		0.00		-2,450.00	
Total Other Expenses	**$**	**50,039.59**	**$**	**43,253.02**	**$**	**6,786.57**	**15.69%**
Net Other Income	**-$**	**50,039.59**	**-$**	**43,253.02**	**-$**	**6,786.57**	**-15.69%**
Net Income	**$**	**189,200.64**	**$**	**209,927.90**	**-$**	**20,727.26**	**-9.87%**

OAK HILLS SALES ANALYSIS AUGUST 2021 FISCAL REPORT

Description	Aug-21	Aug-20	Inc/(Dec)	YTD FY22	YTD FY21	Inc/(Dec)
Revenue Rounds	6,093	6,207	-1.8%	11,900	12,723	-6.5%
Barter Rounds	312	259	20.5%	621	602	3.2%
Season Pass Rounds	653	885	-26.2%	1,427	1,963	-27.3%
Comp Rounds	118	66	78.8%	145	121	19.8%
Total All Rounds	7,176	7,417	-3.2%	14,093	15,409	-8.5%
Total Carts	4,468	4,528	-1.3%	8,857	9,696	-8.7%
Total Boards	0	8	-100.0%	0	11	-100.0%
Total Golf ID Cards	25	15	66.7%	58	88	-34.1%
Total Season Passes	0	0	0.0%	0	0	0.0%
Total Gift Cards	13	13	0.0%	30	51	-41.2%
Total GPS Ad Sales	0	0	0.0%	0	0	0.0%
Total $ Revenue Rounds	$215,096	$211,686	1.6%	$417,003	$428,714	-2.7%
Total Carts $	$73,723	$73,879	-0.2%	$146,191	$157,549	-7.2%
Total Board $	$0	$176	-100.0%	$0	$242	-100.0%
Total Golf ID Cards $	$2,480	$1,547	60.3%	$6,550	$9,007	-27.3%
Total Season Pass $	$0	$575	-100.0%	$0	-$150	-100.0%
Total Gift Cards $	$1,125	$1,628	-30.9%	$2,471	$4,733	-47.8%
Total GPS Advertising $	$0	$0	0.0%	$0	$0	0.0%
Rain Chks/Gift Cards Redeemed	-$2,627	-$4,262	-38.4%	-$8,200	-$13,158	-37.7%
	$289,797	**$285,228**	**1.6%**	**$564,015**	**$586,937**	**-3.9%**
$ Revenue/Revenue Round	**$35.30**	**$34.10**	3.5%	**$35.04**	**$33.70**	4.0%
Carts/Revenue Round	**73.3%**	**72.9%**	0.5%	**74.4%**	**76.2%**	-2.3%
Cart $/Revenue Round	**$12.10**	**$11.90**	1.7%	**$12.28**	**$12.38**	-0.8%
Cart $/Cart Round	**$16.50**	**$16.32**	1.1%	**$16.51**	**$16.25**	1.6%
Board $/Board Round	**$0.00**	**$22.00**	-100.0%	**$0.00**	**$22.00**	-100.0%
ID Card $/Card	**$99.20**	**$103.13**	-3.8%	**$112.93**	**$102.35**	10.3%
Resident Adult 18 Rounds	963	1,080	-10.8%	2,082	2,433	-14.4%
Resident Senior 18 Rounds	851	911	-6.6%	1,727	2,015	-14.3%
Junior/Golf Team 18 Rounds	300	228	31.6%	527	455	15.8%
Golf League 18 Rounds	36	66	-45.5%	80	129	-38.0%
Employee 18 Rounds	120	45	166.7%	236	107	120.6%
Non Resident 18 Rounds	3,509	3,240	8.3%	6,669	6,682	-0.2%
Total 9 Hole Rounds	314	637	-50.7%	579	902	-35.8%
Total Revenue Rounds	***6,093***	***6,207***	***-1.8%***	***11,900***	***12,723***	***-6.5%***
Resident Adult 18 Rounds $	$32,408	$36,933	-12.3%	$71,336	$81,881	-12.9%
Resident Senior 18 Rounds $	$23,763	$24,785	-4.1%	$48,012	$53,794	-10.7%
Junior/Golf Team 18 Rounds $	$5,939	$4,385	35.4%	$10,374	$8,895	16.6%
Golf League 18 Rounds	$720	$720	0.0%	$1,600	$1,420	12.7%
Employee 18 Rounds $	$828	$315	162.8%	$1,632	$749	117.9%
Non Resident 18 Rounds $	$143,880	$128,006	12.4%	$270,350	$259,930	4.0%
Total 9 Hole Rounds $	$7,558	$16,542	-54.3%	$13,699	$22,045	-37.9%
Total $ Revenue Rounds	***215,096***	***211,686***	***1.6%***	***417,003***	***428,714***	***-2.7%***
Senior Non-Resident ID	0	0	0.0%	2	3	-33.3%
Adult Non-Resident ID	0	1	-100.0%	1	3	-66.7%
Family ID	0	0	0.0%	0	0	0.0%
Total Non-Resident ID's	***0***	***1***	***-100.0%***	***3***	***6***	***-50.0%***
GolfNow/TeeOff Rounds	280	510	-45.1%	583	923	-36.8%
GolfNow/TeeOff Dollars	$11,401	$21,214	-46.3%	$23,632	$38,496	-38.6%
Dollars/Round	$40.72	$41.60	-2.1%	$40.53	$41.71	-2.8%
City of Norwalk debt paydown	**$12,490.65**					

OAK HILLS SALES ANALYSIS AUGUST 2021 CALENDAR

Description	Aug-21	Aug-20	Inc/(Dec)	YTD 2021	YTD 2020	Inc/(Dec)
Revenue Rounds	6,093	6,207	-1.8%	29,024	23,257	24.8%
Barter Rounds	312	259	20.5%	1,674	1,050	59.4%
Season Pass Rounds	653	885	-26.2%	4,218	3,576	18.0%
Comp Rounds	118	66	78.8%	201	155	29.7%
Total All Rounds	7,176	7,417	-3.2%	35,117	28,038	25.2%
Total Carts	4,468	4,528	-1.3%	19,356	15,713	23.2%
Total Boards	0	8	-100.0%	2	11	-81.8%
Total Golf ID Cards	25	15	66.7%	1,139	1,184	-3.8%
Total Season Passes	0	0	0.0%	37	88	-58.0%
Total Gift Cards	13	13	0.0%	144	131	9.9%
Total GPS Ad Sales	0	0	0.0%	0	7	-100.0%
Total $ Revenue Rounds	$215,096	$211,686	1.6%	$1,017,047	$782,401	30.0%
Total Carts $	$73,723	$73,879	-0.2%	$315,233	$259,586	21.4%
Total Board $	$0	$176	-100.0%	$42	$242	-82.6%
Total Golf ID Cards $	$2,480	$1,547	60.3%	$140,781	$120,765	16.6%
Total Season Pass $	$0	$575	-100.0%	$74,300	$106,895	-30.5%
Total Gift Cards $	$1,125	$1,628	-30.9%	$11,355	$12,638	-10.2%
Total GPS Advertising $	$0	$0	0.0%	0	$1,475	-100.0%
Rain Chks/Gift Cards Redeemed	-$2,627	-$4,262	-38.4%	-$19,235	-$21,342	-9.9%
	$289,797	**$285,228**	**1.6%**	**$1,539,523**	**$1,262,660**	**21.9%**
$ Revenue/Revenue Round	**$35.30**	**$34.10**	3.5%	**$35.04**	**$33.64**	4.2%
Carts/Revenue Round	**73.3%**	**72.9%**	0.5%	**66.7%**	**67.6%**	-1.3%
Cart $/Revenue Round	**$12.10**	**$11.90**	1.7%	**$10.86**	**$11.16**	-2.7%
Cart $/Cart Round	**$16.50**	**$16.32**	1.1%	**$16.29**	**$16.52**	-1.4%
Board $/Board Round	**$0.00**	**$22.00**	-100.0%	**$21.00**	**$22.00**	-4.5%
ID Card $/Card	**$99.20**	**$103.13**	-3.8%	**$123.60**	**$102.00**	21.2%
Resident Adult 18 Rounds	963	1,080	-10.8%	5,605	5,735	-2.3%
Resident Senior 18 Rounds	851	911	-6.6%	4,512	3,775	19.5%
Junior/Golf Team 18 Rounds	300	228	31.6%	1,143	897	27.4%
Golf League 18 Rounds	36	66	-45.5%	157	129	21.7%
Empl 18 Rounds	120	45	166.7%	461	238	93.7%
Non Resident 18 Rounds	3,509	3,240	8.3%	16,000	11,392	40.4%
Total 9 Hole Rounds	314	637	-50.7%	1,146	1,091	5.0%
Total Revenue Rounds	***6,093***	***6,207***	***-1.8%***	***29,024***	***23,257***	***24.8%***
Resident Adult 18 Rounds $	$32,408	$36,933	-12.3%	$190,183	$185,142	2.7%
Resident Senior 18 Rounds $	$23,763	$24,785	-4.1%	$123,296	$101,817	21.1%
Junior/Golf Team 18 Rounds $	$5,939	$4,385	35.4%	$20,454	$17,583	16.3%
Golf League 18 Rounds	$720	$720	0.0%	$3,143	$1,420	121.3%
Empl 18 Rounds $	$828	$315	162.8%	$3,182	$1,603	98.5%
Non Resident 18 Rounds $	$143,880	$128,006	12.4%	$649,644	$449,133	44.6%
Total 9 Hole Rounds $	$7,558	$16,542	-54.3%	$27,146	$25,703	5.6%
Total $ Revenue Rounds	***215,096***	***211,686***	***1.6%***	***1,017,047***	***782,401***	***30.0%***
SR NONRES DISC	0	0	0.0%	72	68	5.9%
NONRES DISCOUNT	0	1	-100.0%	75	78	-3.8%
FAMILY REG	0	0	0.0%	0	0	0.0%
Total Non-Resident ID's	***0***	***1***	***-100.0%***	***147***	***146***	***0.7%***
GolfNow Rounds	280	510	-45.1%	1446	1747	-17.2%
GolfNow Dollars	$11,401	$21,214	-46.3%	$55,804	$74,610	-25.2%
Dollars/Round	$40.72	$41.60	-2.1%	$38.59	$42.71	-9.6%

THIRD AMENDMENT TO AGREEMENT
BY AND BETWEEN
CITY OF NORWALK
AND
ADVANCED CORPORATE NETWORKING, INC.

THIS THIRD AMENDMENT TO AGREEMENT (the “Extension”), entered into as of this __day of _______________, 2021 (the "Effective Date”), by and between the CITY OF NORWALK (the “City"), acting herein by its Mayor, Harry R. Rifling, duly authorized, and ADVANCED CORPORATE NETWORKING, INC., d/b/a Digital Back Office ("ACN") acting herein by Catherine D. Gunther, its Vice President, duly authorized (the City and ACN hereinafter referred to collectively as the “Parties").

WHEREAS, the City and ACN entered into a written Agreement for Consultant Services dated May 12, 2016 (the “Agreement"), and

WHEREAS, on even date herewith, the Parties extended the term of the Agreement until September 30, 2025; and

WHEREAS, the City, through its ___________, authorized the addition of one new location for ACN services; and

NOW, THEREFORE, in consideration of the mutual covenants and agreements herein contained, the Parties agree as follows:

1. The Parties agree to the addition of One (1) 10 GIGE Managed Optical Ethernet Services at the following service location:

   CIRCUIT ONE — City Hall, 125 East Avenue to 1 Park Street
   MONTHLY RECURRING FEE: $1,536.00

2. Except as expressly provided in this Amendment, all of the terms and provisions of the Agreement are and will remain in full force and effect and are hereby ratified and confirmed by the Parties.

3. This Amendment may be executed and delivered via facsimile or electronic mail by either of the Parties and the receiving party may rely on the receipt of such document so executed and delivered via facsimile or electronically as if the original had been received.

Dated at Norwalk, Connecticut, this ___day of ______________________, 2021.

Signed, Sealed and Delivered
in the Presence of:

CITY OF NORWALK

____
Witness

____
Witness

Harry W. Rifling
Its Mayor
Duly Authorized

Date signed:____________________

Signed, Sealed and Delivered
in the Presence of:

Witness

By:
Date signed:

APPROVED AS TO FORM:
OFFICE OF CORPORATION COUNSEL

By:_____________________________
Darin L. Callahan
Assistant Corporation Counsel

APPROVED AS TO
AVAIL &ILITY OF FUNDS:

By:______________________________
Comptroller

Date:___J________%_“_____ I______

SECTION C
OTHER BUSINESS

City of Norwalk, Board of Estimate & Taxation
September 13, 2021

1. Special Capital Appropriation for Rowayton Avenue over Keeler Brook Bridge Replacement Project.

CITY OF NORWALK
Henry M. Dachowitz
Chief Financial Officer
hdachowitz@norwalkct.org

Mobile: 516-728-4991
Office: 203-854-7870

125 East Avenue, PO BOX 5125
Norwalk, CT 06856-5125

NORWALK
The Sound of Connecticut

MEMORANDUM

Date:	August 30, 2021
To:	Harry Rilling, Mayor The Members of the Board of Estimate & Taxation The Members of the Planning Commission The Members of the Common Council
From:	Henry Dachowitz, Chief Financial Officer HD
Re:	Special Capital Appropriation for the Rowayton Avenue over Keeler Brook Bridge Replacement Project:

Attached is a request from the Department of Public Works for a Special Capital Appropriation in the amount of $650,000 for the repair of the Rowayton Avenue Bridge over Keeler Brook.

This repair represents unforeseen replacement of bridge/culvert failure due to the high intensity wind and rainfall during the July 9, 2021 Tropical Storm Elsa.

The Finance Department recommends the approval of this Special Appropriation request.

ACTION REQUESTED:

Approved

1. RESOLUTION : Approve a special capital appropriation in the amount of $650,000 to repair damage to the Rowayton Avenue Bridge over Keeler Brook and authorizing the issuance of $650,000 general obligation bonds of the City to meet said capital appropriation. Capital Project #0921-4021-5777-C0315.

NORWALK
The Sound of Connecticut

CITY OF NORWALK
Office of the Mayor

P: 203-854-7701/ F: 203-854-7939

125 East Avenue, PO BOX 5125
Norwalk, CT 06856-5125

MEMORANDUM

Date:	August 30, 2021
To:	The Members of the Board of Estimate & Taxation The Members of the Planning Commission The Members of the Common Council
From:	Harry Rilling, Mayor Harry W. Rilling
Re:	Special Capital Appropriation for the Rowayton Avenue over Keeler Brook Bridge Replacement Project:

Attached is a request from the Department of Public Works for a Special Capital Appropriation in the amount of $650,000 for the repair of the Rowayton Avenue Bridge over Keeler Brook.

This repair represents unforeseen replacement of bridge/culvert failure due to the high intensity wind and rainfall during the July 9, 2021 Tropical Storm Elsa.

The Chief Financial Officer and the Department of Public Works have provided all the necessary information for the Bridge Replacing and the necessary funding in the attached documents.

ACTION REQUESTED:

Approved

1. RESOLUTION : Approve a special capital appropriation in the amount of $650,000 to repair damage to the Rowayton Avenue Bridge over Keeler Brook and authorizing the issuance of $650,000 general obligation bonds of the City to meet said capital appropriation. Capital Project #0921-4021-5777-C0315.

CITY OF NORWALK
Anthony R. Carr, PE, CFM
Chief of Operations and Public Works
acarr@norwalkct.org
P: 203-854-7792 / F: 203-857-0143
Norwalk City Hall
125 East Avenue, P.O. Box 5125
Norwalk, CT 06856-5125

NORWALK
Public Works

MEMORANDUM

TO: Ms. Angela Fogel, Director of Management and Budgets

FROM: Mr. Anthony R. Carr, PE, CFM – Chief of Operations and Public Works ARC

CC: Mayor Harry W. Rilling
Ms. Laoise King, Chief of Staff
Councilmember George Tsiranides, Public Works Chairman
Mr. Henry M. Dachowitz, CPA, Chief Financial Officer
Ms. Angela Gencarelli, Deputy Director of Management and Budgets
Ms. Vanessa Valadares, PE, Principal Engineer, Department of Public Works
Mr. Paul Sotnik, PE, Senior Civil Engineer, Department of Public Works

RE: Special Capital Appropriation Request for the Rowayton Avenue Bridge Over Keelers Brook Replacement Project

DATE: August 27, 2021

We are respectfully requesting a special capital appropriation of **$650,000.00** for additional capital funding for the Department of Public Works (DPW) capital project no. **09-21-4021-5777-C0315 "Bridge Repairs"**. This includes construction costs associated with the unforeseen replacement of the Rowayton Avenue Bridge over Keelers Brook. This bridge/culvert failure resulted from the high intensity and short duration rainfall received on July 9, 2021 from Tropical Storm (TS) Elsa. The flooding impacts from TS Elsa resulted in partial bridge deck, masonry arch and abutment failure of the Rowayton Bridge over Keelers Brook observed on July 14, 2021.

SUPPORTING DOCUMENTATION

- Freeman Companies Memorandum for Bridge No. 102-009 – Rowayton Avenue over Keelerss Brook, Re: "Emergency Condition Assessment and Structure Evaluation of Undermined Bridge Foundation", dated July 20, 2021.
- Freeman Companies 60% Design Drawing EX-1 "Topographic Survey", dated July 2021
- Freeman Companies 60% Design Drawing HWY-1 "Road Plan", dated August 4, 2021
- Freeman Companies 60% Design Drawing S-2 "Section View", dated August 4, 2021

- Freeman Companies 60% Design Drawing S-3 "Staging Plan", dated August 4, 2021
- Freeman Companies 60% Design Drawing S-4 "Staging Plan", dated August 4, 2021

BACKGROUND

The Rowayton Avenue Bridge over Keelers Brooks (Bridge No. 102-009) is a short span bridge (i.e. less than 20 foot long) constructed in the 1900s and reconstructed in 1966. The bridge consists of two culvert sections that carries Rowayton Avenue over Keelers Brook. The north (upstream) half of the bridge consists of 12'± span x 5'± rise grouted stone masonry arch founded on stone masonry. The south (downstream) half of the bridge/culvert consists of an 11.5'± span x 5'± rise corrugated metal arch pipe (CMAP).

As part of DPW's bridge preservation capital program, the Rowayton Bridge over Keelers Brook was last inspected on April 16, 2019 by Freeman Companies LLC ("Freeman"). The bridge/culvert was deemed to be in satisfactory condition; with no significant structural issues found during this inspection. During Freeman's April 16, 2019 bridge evaluation, the Keelers Brook watercourse channel (which flows from north to south) was also observed to be in stable condition. Prior to TS Elsa, DPW and Freeman Companies, LLC were developing rehabilitation plans to address the bridge's minor deficiencies noted in April 16, 2019 Freeman inspection report.

Tropical Storm Elsa struck the City of Norwalk on the evening of July 8, 2021 and continued until mid-day of July 9, 2021, generating 6.01 inches of rainfall within a 24-hour period, **4.30 inches of which was received by the City of Norwalk within a 6-hour period** (67% of the rainfall within 25% of a full day). TS Elsa was estimated to be equivalent to a storm greater than a 25-year storm event.

On July 14, 2021, DPW was notified of cracking and deterioration of the bridge roadway (decking). DPW visited the site and observed the reported site conditions and recommended temporary closure of the bridge until completion of a structural engineering evaluation. Upon approval from the Traffic Authority, DPW implemented the Rowayton Avenue Bridge full detour (presently in place) on July 23, 2021. Freeman was contacted by DPW and visited the site on Wednesday, July 14, 2021, at 3:00 PM to assess the present condition of the subject bridge, and to ascertain the cause of the observed failure. Please refer to the attached Freeman memorandum for the Rowayton Avenue Bridge observed site conditions and structural evaluation.

Freeman Companies determined the cause of the bridge failure resulted from the flooding impacts of Tropical Strom Elsa, where heavy rains caused excessively high flow and water levels within Keelers Brook. The extremely high water velocity of Keelers Brook experienced in such a short time, washed out backfill material securing the stone foundation of the bridge's arch culvert. The removal (scouring) at the bridge inlet caused partial undermining (washout) of material at the north section of the stone masonry foundation. The partial bridge collapse led to the settlement of the masonry arch and, along with subsidence of backfill material, caused the longitudinal crack on the pavement and settlement of the north side of the road.

The Freeman memorandum states the following:

"...Based on these observations, the bridge is assessed to be in a Failed Condition (Condition Rating = 0). The bridge is considered structurally deficient, unstable, and structurally inadequate to support normal traffic load. The combined effects of the partial undermining and dislodgement

of the stone masonry foundation, which created a partially unsupported section of the stone arch, and the subsidence of backfill material has rendered this bridge to be taken out of service…"

CONCLUSION

The Department of Public Works is respectfully requesting a $650,000 special capital appropriation for DPW capital project no. **09-21-4021-5777-C0315 "Bridge Repairs".** This appropriation will be allocated towards construction costs for the Rowayton Avenue Bridge over Keelers Brook Bridge Replacement Project.

Based on the Freeman Companies, LLC design alternative/recommendations and the City's necessity for timely completion of the bridge replacement, the Department of Public Works is recommending a **full structure "in-kind" bridge replacement**. The proposed bridge replacement consists of a 12 foot wide, 6.5 foot high, 48 foot long (final dimensions may vary) concrete box culvert. The future box culvert will also include design aesthetics (e.g. stone form-liner, reconstructed arch section at the top of the culvert, etc.) to preserve the character of the original masonry bridge and neighboring area.

This design alternative is considered an "in kind replacement" to emulate the hydraulic capacity (ability to convey watercourse and/or stormwater flow) of the existing Rowayton Avenue Bridge. The proposed bridge/culvert opening would not be larger than that of the existing Rowayton Avenue Bridge. Additionally, there is no proposed widening of the Keelers Brook channel as part of the proposed full bridge replacement. By maintaining the existing bridge opening and Keelers Brook channel width, watercourse and/or stormwater runoff will not be conveyed downstream any faster than current site conditions. Therefore, existing upstream and downstream infrastructure, structures, properties, etc. would not be adversely affected by the proposed precast concrete box culvert "in-kind" replacement structure.

Please refer to the below regarding the engineering advantages of the recommended "in-kind" replacement bridge structure replacement.

- **Alternative 3 – Full Structure "In-Kind" Replacement (Emulate Existing Hydraulic Capacity)**
    - Provides a new structure with a service life of 75 years.
    - Replacement structure closely matches existing hydraulic opening and emulates existing channel flow conditions, thus, minimizing adverse impacts upstream and downstream of the bridge.
    - The replacement structure mitigates scour (the cause of the current undermining and partial bridge failure) within the limits of the future bridge.
    - Would not require additional drainage analyses and studies to assess downstream flooding impacts.
    - Would not significantly impact downstream structures and facilities as well as residential, commercial, and other public properties.
    - Minimizes potential for acquisition of temporary and permanent easements.
    - Would reduce review and approval duration of regulatory permit applications (i.e. Conservation Commission, CT DEEP and US Army Corps).

Please refer to the following anticipated schedule for the Rowayton Avenue Bridge/Culvert Replacement Project:

- A conceptual site plan was presented by DPW/Freeman Companies, Inc. at the August 10, 2021 Conservation Commission meeting.
  - Approval is anticipated at the September 14, 2021 Conservation Commission (CC) meeting; DPW is coordinating the proposed bridge replacement (precast box culvert) design with Ms. Alexis Cherichetti prior to next CC meeting.
  - Proposed box culvert design shall incorporate a "natural bottom" environmental feature to mimic the upstream and downstream Keelers Brook channel bottom.

- Attached **60% Design Drawings** (DD) were completed on **August 24, 2021.**
  - Plans will be submitted for CT DEEP and US Army Corps regulatory permitting.
  - CT DEEP and US Army Corp permitting efforts are anticipated to be minimized since the proposed bridge is an "in-kind" replacement (i.e. same size/opening). which eliminates need for an upstream/downstream flooding/drainage analysis).

- To facilitate product fabrication/project completion, the 60% DD will be solicited to qualified General Contractor(s) for project pricing on or around **September 1, 2021.**
  - Estimated construction cost = **$650,000**; scope includes bypass pumping, precast concrete box culvert, bridge deck, curbing, railing, paving, utilities and incidentals).

- **100% Design Drawings** to be provided to the GeneralCcontractor by **October 1, 2021.**

- Design, construction, removal of the existing traffic detour and opening of the new replacement bridge to traffic is anticipated to be completed in **approximately 4 – 6 months.**
  - Project start and completion solely depends on fabrication time/availability of the precast concrete box culvert from the supplier.
  - COVID-19 and subsequent impacts to plant operations and an increased demand on supplies have significantly increased lead times for lumber, steel, plastic pipe and concrete structures.

Please refer to the supporting documentation for additional information. If you have any questions, comments, etc. please feel free to contact me.

Your consideration to this matter is greatly appreciated.

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MEMORANDUM

Attention:	Vanessa Valadares, PE Principal Engineer Department of Public Works City of Norwalk
From:	Dennis M. Quinlt, PE Manager of Bridge Engineering
Copy:	A. Carr, PE, P. Sotnik, PE (Norwalk DPW) P. Rodrigues, PE (Freeman)
Date:	July 20, 2021
Project:	Bridge No. 102-009 – Rowayton Avenue over Keelers Brook FC Project No. 2018-0817
Subject:	Emergency Condition Assessment and Structure Evaluation of Undermined Bridge Foundation

General Overview

The City of Norwalk (City) observed the formation of a longitudinal crack along the center of the road directly over the bridge that carries Rowayton Avenue over Keelers Brook. The crack, which was observed on Wednesday, July 14, 2021, required the closure of the road and traffic was detoured around the site.

The City directed Freeman Companies (Freeman) to perform an emergency condition assessment and structure evaluation of the bridge.

Bridge Description

Bridge 102-009 is a single span bridge that consists of two sections. The north (upstream) half of the bridge consists of 12'± span x 5'± rise grouted stone masonry arch founded on stone masonry while the south (downstream) half consists of an 11.5'± span x 5'± rise corrugated metal arch pipe (CMAP). Freeman performed an inspection and condition assessment in April 2019 and found the bridge to be in satisfactory condition. It was observed at the time that the stone masonry section of the bridge exhibited exposed stone masonry footings with areas of voids while the CMAP section exhibited rusting along the waterline. The channel, which flows from north to south, was also observed at the time to be in stable condition with scour observed along the stone masonry section of the bridge.

The bridge is currently under the City's bridge preservation program where proposed repair and rehabilitation plans are being prepared to address the bridge's deficiencies noted in the inspection report.

Site Conditions

Freeman visited the site on Wednesday, July 14, 2021, at 3:00 PM to assess the present condition of the subject bridge and to ascertain the cause of the observed failure. Freeman noted the following observations:

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- There is a longitudinal crack on the pavement along the center of the road directly above bridge. The crack is estimated to be approximately 1" – 2" wide by approximately 10'-15' long. The pavement along the north side of the crack exhibits an elevation differential of ¼"± – ½"± at the widest section of the crack.
- The north side of the pavement shows signs of settlement, which has sloped more than normal. This is also visually apparent along the north bituminous concrete curb where it exhibits a "sag" or settlement located above the bridge.
- There is a 4'± deep scour hole at the inlet of the bridge. The scour is estimated to be full width of the channel (from abutment to abutment) and approximately 10' long inside the bridge.
- The toe of the stone masonry foundation on both sides of stone masonry arch bridge within the limits of the scour are missing and appears to have been undermined and washed out. Some remnants of the northwest foundation can be seen to have settled into the scour hole.
- As a result of the washed-out foundation, the bottom section at the northwest corner of the stone masonry arch failed and collapsed into the channel and settled into the scour hole. This section of the stone masonry arch is visually observed to be partially supported.

  The bridge shows signs of settlement along this section. Some backfill material is exposed and there are signs of subsidence of backfill material.

  A vertical crack between stones was observed at the northwest fascia, right above where a section of the stone masonry arch fascia is missing.
- The opposite northeast section of the stone masonry arch is intact but the foundation appears to be missing, or at least the toe of the foundation is missing. The stone masonry along this section appears to be stable.
- There is a 2"± gap between the stone masonry arch fascia and the stone masonry cap. While it was not measured during the 2019 inspection, this gap appears to have increased since the last bridge inspection.

Structural Evaluation

The stone masonry foundation at the north section of the stone masonry arch was undermined by a large scour hole at the inlet of the bridge. This scour hole was deep and wide enough to undermine the toe of the foundation and caused it to be washed out and which led to the partial collapse of the northwest section of the stone masonry arch. The partial collapse led to the settlement of the arch and, along with subsidence of backfill material, caused the longitudinal crack on the pavement and settlement of the north side of the road.

Tropical Storm Elsa struck Norwalk on the evening of July 8 and continued until mid-day of July 9, 2021, bringing in 6.01" of rainfall within a 24-hour period, 4.30" of which was dumped within a 6-hour period (67% of the rainfall within 25% of a full day), which was estimated to be equivalent to a storm greater than a 25-year storm event. This storm inundated the channel upstream of the bridge (it was reported to the City that the water level reached the garage of an adjacent upstream property). While there is no report of the channel overtopping the roadway, this created a pressure-flow condition at the bridge, which formed as a channel constriction that created a turbulent vortex at the inlet as storm water forces its way through the bridge. This resulted in the formation of a large scour hole at the inlet that eventually undermined and partially washed-out the north section of the arch's foundation.

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Based on these observations, the bridge is assessed to be in a **Failed Condition (Condition Rating = 0)**. The bridge is considered structurally deficient, unstable, and structurally inadequate to support normal traffic load. The combined effects of the partial undermining and dislodgement of the stone masonry foundation, which created a partially unsupported section of the stone arch, and the subsidence of backfill material has rendered this bridge to be taken out of service. Furthermore, if unmitigated, the remaining section of the stone arch foundation, which was noted on previous inspection to be exposed, remains susceptible to future additional scour that could potentially result in the failure or collapse of the stone masonry arch section of the bridge. Accordingly, corrective actions need to be taken before the bridge can be opened to traffic.

Repair and Reconstruction Alternatives

The following repair and reconstruction alternatives are corrective measures that would address the bridge's primary structural issues and the channel's scour susceptibility.

Repair Alternatives: The following are repair alternatives that may be considered for this site. These repair solutions are temporary and are assumed to be in conjunction with the eventual full reconstruction of the bridge.

- **Alternative 1 – Temporary Clear-Span Bridge:** This alternative utilizes a prefabricated temporary bridge that spans over the existing bridge. The length of the temporary bridge would be such that its zone of influence would not affect the existing bridge.

  Advantages:
  - Mobilization and installation could be shorter than the required construction duration to install the Temporary Liner Alternative, thus, allowing the bridge to be opened to traffic sooner.

  Disadvantages:
  - Requires monthly rental until replacement structure is ready for construction, which could take up to 12 – 24 months.
  - Might require vehicle weight restriction depending on the size of the temporary bridge.
  - Would require installation or construction of ramp leading up to the temporary bridge, the required footprint of which could impact accessibility to adjacent driveways and intrude into roadway intersection at Rowayton Avenue and Woodchuck Lane.

- **Alternative 2 - Temporary Repair with Bridge Liner:** This alternative utilizes installation/insertion of either a HDPE or corrugated metal pipe liner through the entire length of the bridge or within the limits of the stone masonry arch section. The annulus between the existing bridge and the liner pipe will be grouted allowing the liner pipe to absorb the traffic and bridge loads. Accordingly, the liner structure will be designed to support full traffic loads and conform to current design standards, thus, essentially replacing bridge while allowing the existing bridge to remain in-place. The liner pipe will reduce but will be sized to optimize the existing hydraulic opening.

  Advantages:
  - Functions as the replacement bridge and allows opening the bridge to traffic without weight restriction.
  - Prevents further scour and potential undermining of the remaining stone masonry foundation.
  - Can be considered as a permanent solution and as a replacement bridge.

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The grouted annulus (space between the existing bridge and the liner) ensures that the liner absorbs all the loads (traffic loads and backfill) while also supporting the existing bridge, thus rendering the existing bridge defunct.

Accordingly, the liner is designed for the appropriate vehicle design loads and conforms to current design and construction standards.

Disadvantages:

- Construction requires installation of a by-pass pipe to maintain channel flow. This would require temporary construction easement from adjacent properties and could potentially impact trees and utility poles adjacent to the bridge.
- Potential lead time for liners could be up to six (6) months.
- Reduces the hydraulic opening of the bridge, which could lead to higher upstream water elevations during large storm events.

Replacement Alternatives: The following are replacement alternatives that may be considered for this site. The replacement solution may or may not be in conjunction with the repair alternatives discussed above (i.e., Alternatives 1 and 2). However, in similar manner as Alternative 2, the following replacement alternatives will both require installation of a by-pass pipe to maintain channel flow.

➢ **Alternative 3 – Full Structure Replacement (Emulate Existing Hydraulic Capacity):** This consists of the removal and replacement of the bridge "in-kind". The term "in-kind" is used liberally in this instance since it refers to a replacement structure that emulates the hydraulic capacity of the existing bridge. The main objective of this alternative is to minimize adverse impacts upstream and downstream of the bridge. Accordingly, the new structure will be sized and designed to provide a hydraulic opening that closely matches the existing. The replacement structure would also have a bottom component (i.e., four-sided concrete box culvert or corrugated metal arch) for scour protection within the limits of the bridge.

This alternative provides a new bridge (with a service life of 75 years) and is considered a permanent solution. Since the structure is essentially being replaced hydraulically "in-kind", it may simplify acquisition of regulatory permits as it emulates existing conditions. Furthermore, it may be implemented without having to implement the temporary repair assuming that review and acquisition of regulatory permit approvals can be fast-tracked under an emergency reconstruction program.

Advantages:

- Provides a new structure with a service life of 75-years.
- A permanent solution that can be implemented as an emergency repair/reconstruction.
- Replacement structure closely matches existing hydraulic opening and emulates existing channel flow conditions, thus, minimizing adverse impacts upstream and downstream of the bridge.
- May also be implemented sooner than Alternative 4 (this assumes that minimizing adverse impacts upstream and downstream would streamline and reduce review and approval duration of regulatory permit applications).
- The replacement structure mitigates scour within the limits of the bridge.
- Would not require additional analyses and studies to assess downstream impacts.
- Would not significantly impact downstream structures and facilities as well as residential, commercial, and other public properties).
- Minimizes potential for acquisition of temporary and permanent easements.

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Disadvantages:
- Replacement bridge maintains the bridge's current hydraulic capacity.

➤ **Alternative 4 – Full Structure Replacement (Increase Hydraulic Capacity):** This consists of the construction of a replacement bridge that provides increased hydraulic capacity. The main objective of this alternative is to provide a larger bridge crossing to allow more water to pass through the bridge and alleviate potential inundation of the upstream channel. The replacement bridge would also be sized to minimize the potential for pressure flow conditions and would be designed to survive potential future scour. This alternative provides a new bridge (service life of 75 years), conforms to current design standards, and conforms to regulatory permitting agency requirements.

While this alternative could have a structure type like those discussed in Alternative 3, the structure size required to meet hydraulic demands could potentially require a structure with an open bottom. And while open bottom structures are preferred by regulatory agencies, these structure types could require deep foundations that could sustain and would allow the bridge to survive the effects of potential future scour. Furthermore, the larger bridge crossing could potentially require the roadway to be raised to conform to required hydraulic opening.

A larger bridge crossing will allow more water to flow downstream, which could likely increase existing flooding limits and impact downstream properties and facilities. Accordingly, additional hydrologic and hydraulic analyses and a more in-depth study of the impact of a larger bridge crossing will be required in conjunction with this alternative. Subsequently, regulatory agencies would require a more in-depth review and assessment of these impacts and, thus, potentially longer duration for the acquisition of regulatory environmental permit approvals.

Due to anticipated longer duration for the acquisition of regulatory environmental permits, this alternative is assumed to be in conjunction with either of the repair Alternatives 1 or 2, which would allow restoration of service until the replacement bridge is constructed.

Advantages:
- Replacement structure provides a larger hydraulic opening and improves hydraulic capacity allowing more water to flow downstream.
- Larger bridge crossing minimizes potential upstream channel inundation and pressure flow conditions that could lead to scour within the bridge limits.
- Foundation of replacement bridge is designed to sustain and survive effects of potential future scour.
- Provides a new structure with a 75-year service life and conforms to current design standards.

Disadvantages:
- While it is considered an advantage for upstream conditions, allowing more water to flow through the larger bridge crossing would likely have adverse impacts to downstream structures and facilities (i.e., culverts, bridges, and stormwater systems) and properties (residential, commercial, and City and State-owned properties).
- Increased flow through the larger bridge crossing would likely increase existing flooding limits (i.e., areas that currently do not encounter flooding are likely to encounter such with larger replacement bridge).

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- Increased channel flow capacity through the bridge would likely result in additional downstream structure/drainage improvements to alleviate the increased flooding and has the potential for temporary and permanent easement acquisitions downstream of the bridge.
- This alternative would require additional hydrologic and hydraulic analyses and an in-depth study on impacts to downstream structures and drainage facilities.
- A larger bridge crossing could complicate regulatory environmental permit applications and require an in-depth agency review to assess the full impacts to the increased flow capacity as opposed to a replacement structure with similar capacity. Furthermore, regulatory agencies would require in-depth review and evaluation of potential impacts to upstream wetlands as a result of lower upstream water elevation.
- This alternative could require an open-bottom structure, which could result in requiring deep foundations for the structure to sustain and survive potential future scour.
- The larger bridge could require raising of the roadway, which could impact adjacent properties and street intersections.
- Design requirements associated with a larger structure would increase construction and lengthen construction duration.
- Requires to be in conjunction with either of the temporary repair Alternatives 1 or 2 (this argument assumes that the service needs to be restored while design for the replacement bridge is being completed and assumes a longer duration for the acquisition of regulatory permits).

Action Items

Based on the above observations and assessment of the structure's condition, we recommend the following action items:

Immediate Action: Close the section of the road where the bridge is located and detour traffic accordingly. Implement corrective actions as noted below.

Corrective Action(s): Implement corrective action that would temporarily or permanently address the bridge's deficiencies and structural instability, and that would allow the road to be safely opened to traffic. Furthermore, address and mitigate the channel's scour susceptibility within the limits of the bridge.

Recommendations

Upon evaluation of the required corrective actions discussed above, and based on cost perspective, it is recommended to implement **Alternative 3 – Full Structure Replacement (Emulate Existing Hydraulic Capacity).** This alternative would be more economical than the other full structure replacement alternative since it may be implemented without having to implement a temporary repair. This alternative may be appealing not only from a cost standpoint but also for the potential of implementing it as a permanent corrective action under an emergency repair/reconstruction program.

It is noted, however, that this alternative maintains or closely matches the current hydraulic capacity of the existing bridge. It should also be noted that cost arguments for the recommendation of this alternative assumes that replacement Alternative 4 would be implemented in conjunction with repair Alternative 2.

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Alternatively, **Alternative 2 – Temporary Repair with a Bridge Liner** in conjunction with **Alternative 4 – Full Structure Replacement (Increase Hydraulic Capacity)** may be considered in lieu of Alternative 3. Implementing Alternative 2 allows the roadway to be safely and temporarily opened back in service without vehicle weight limitations and will serve as the temporary bridge until the permanent replacement bridge is installed. Subsequently, implementing Alternative 4 allows the opportunity to improve and replace the bridge with a structure that is hydraulically adequate.

It is noted, however, that this alternative could potentially require deep foundations and raising of the roadway profile, which could impact adjacent properties and street intersections that would result in increased construction cost and longer construction duration. Subsequently, a larger bridge crossing would require additional hydraulic and hydrologic analyses and more in-depth study of the downstream impacts due to increased flow. Furthermore, this alternative would require an in-depth assessment by regulatory agencies with regards to potential impacts to facilities and properties downstream as well as potential impacts to upstream wetlands.

While no cost estimate is performed as of this writing to compare the repair and reconstruction alternatives, it is estimated that Alternative 1 will cost more compared to Alternative 2 (this assumes that either of the repair alternatives are implemented in conjunction with Alternative 4). Furthermore, the potential impact of Alternative 1 to the accessibility of adjacent driveways and potential encroachment into the adjacent street intersection may render this alternative to be prohibitive.

Should you have any questions or need further information regarding the condition assessment and structure evaluation, and recommended action items, please feel free to contact us.

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		Inspected by:	
Featured Facility:	Bridge No. 102-009	Inspected by:	D. Quin
	Rowayton Ave over Keelers Brook Norwalk, CT	Date Inspected:	07/14/2

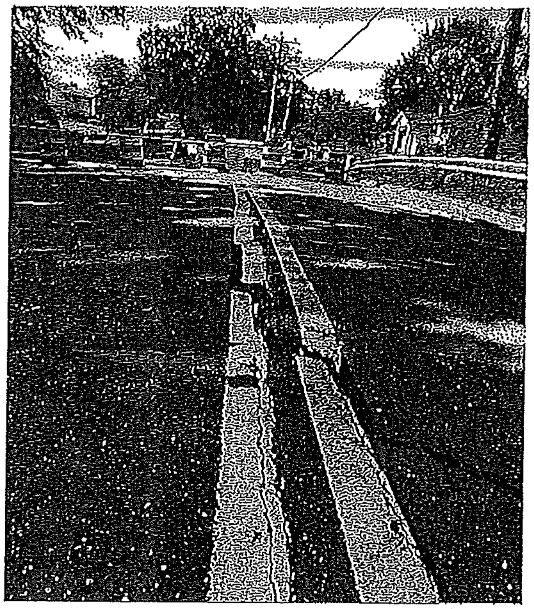

Photo # 1:
Formation of 10'-15' x 2"± wide crack on pavement along center of road above the limits of the bridge.

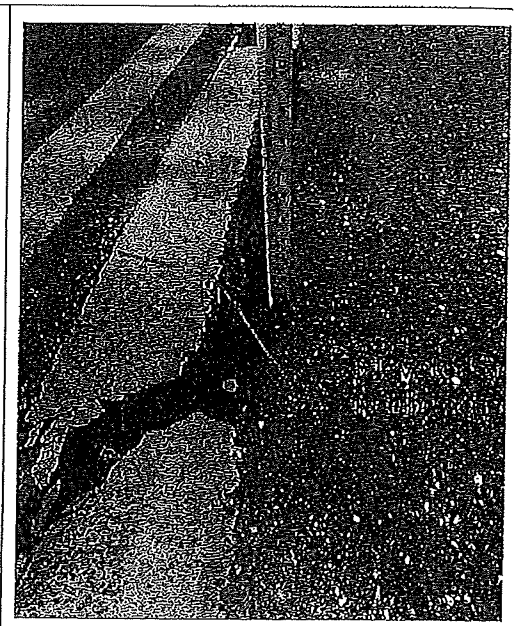

Photo # 2:
Approx. up to ½" elevation differential south sides of the pavement crack.

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				Inspected by:	
Featured Facility:	Bridge No. 102-009			**Inspected by:**	D. Quin
	Rowayton Ave over Keelers Brook Norwalk, CT			**Date Inspected:**	07/14/2(

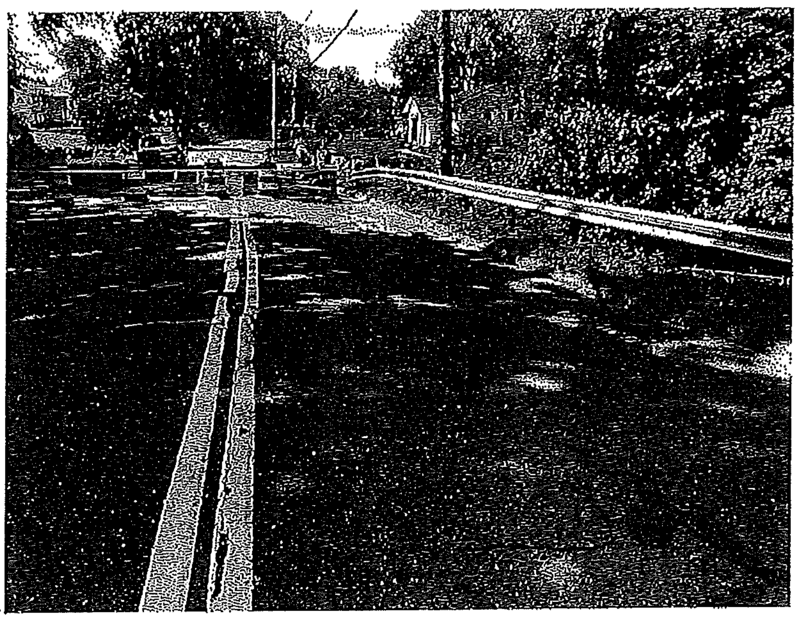

Photo # 3:
Note the "sag" along the north bituminous concrete curb.

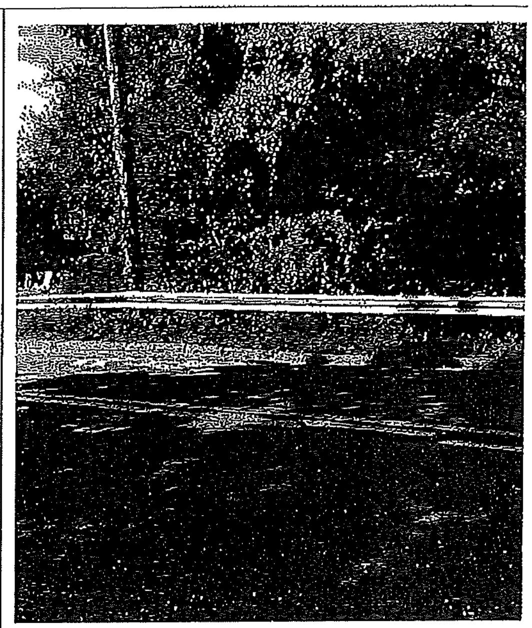

Photo # 4:
View from the south side of road of notic
north pavement Also note the noticeable
along the north side of the pavement crac

Sheet 2 of 7

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				Inspected by:	
Featured Facility:	Bridge No. 102-009			**Inspected by:**	D. Quin
	Rowayton Ave over Keelers Brook Norwalk, CT			**Date Inspected:**	07/14/2

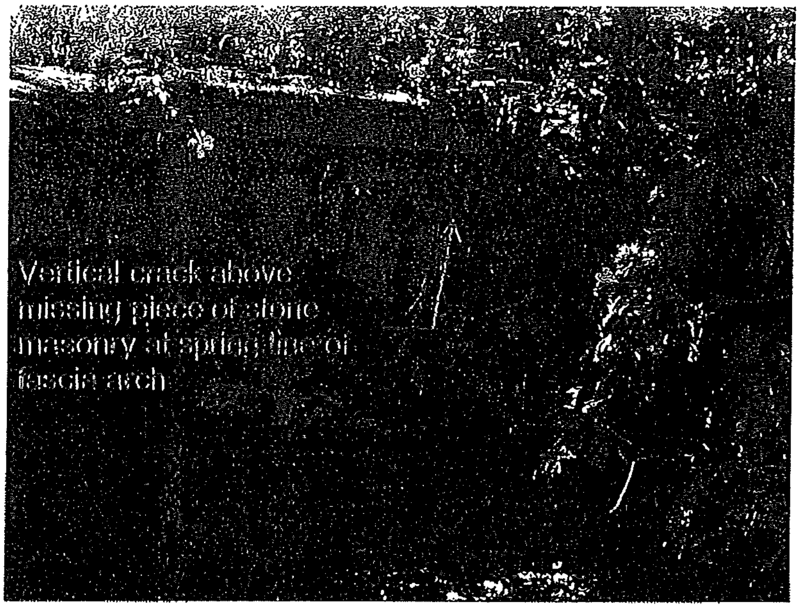

Photo # 5:
Collapsed section of the stone arch located at the northwest corner of the bridge. Note that the fascia arch is hanging mid-air unsupported, which has resulted in a vertical crack above where a stone masonry is missing.

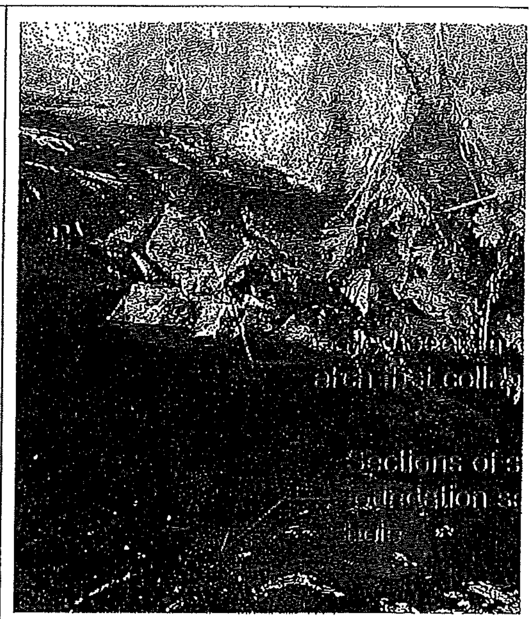

Photo # 6:
Closer view of collapsed section. Note s
masonry foundation settling into the scou

Sheet 3 of 7

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				Inspected by:	
Featured Facility:	Bridge No. 102-009			**Inspected by:**	D. Quin
	Rowayton Ave over Keelers Brook Norwalk, CT			**Date Inspected:**	07/14/2(

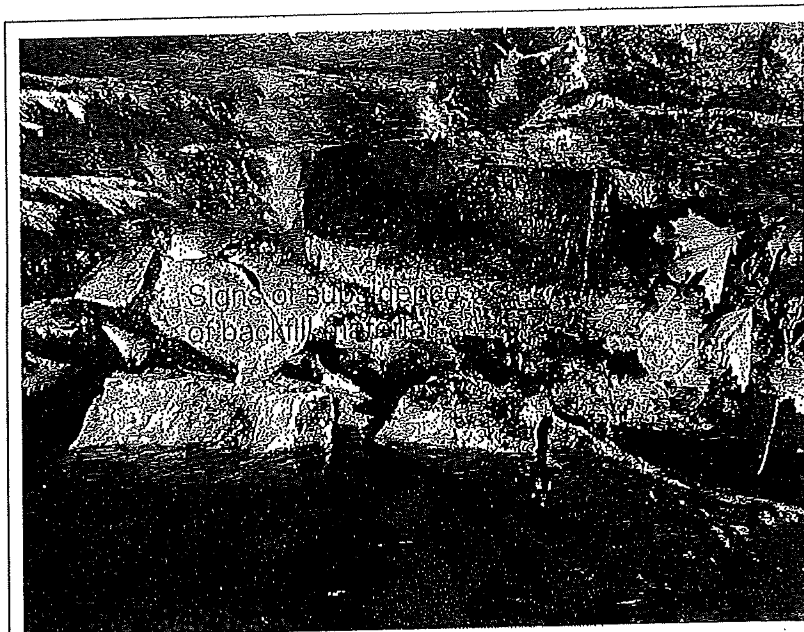

Photo # 7:
Northwest collapsed section of stone masonry arch. Note signs of subsidence of backfill material.

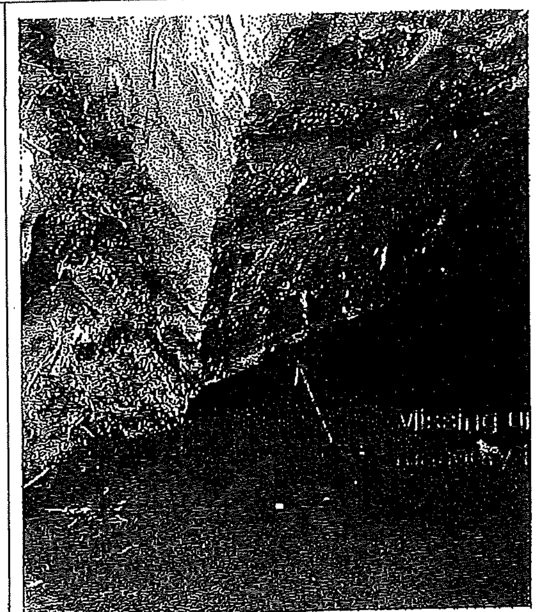

Photo # 8:
Northeast section of the stone masonry a
masonry foundation up to approximately
masonry appears to have settled into the s

Sheet 4 of 7

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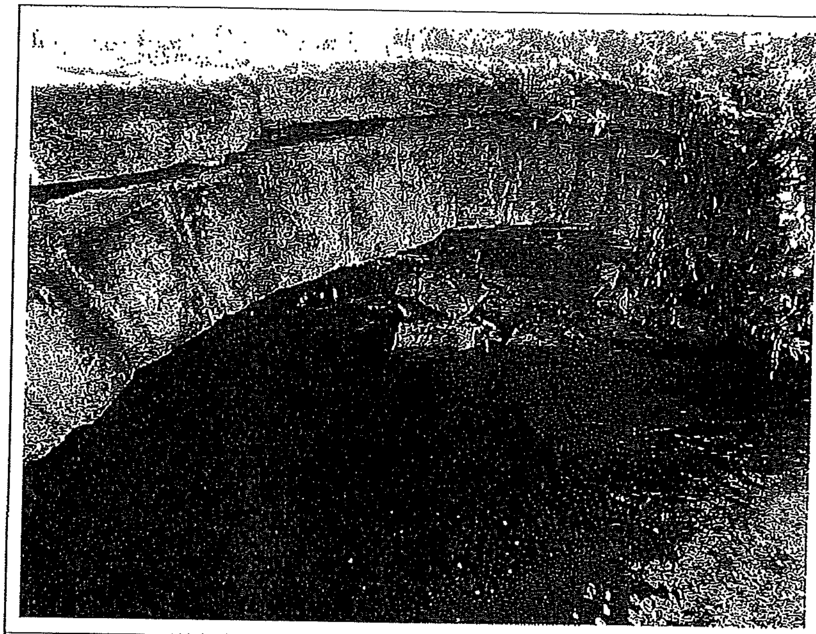
				Inspected by:	
Featured Facility:	Bridge No. 102-009			Inspected by:	D. Quin
	Rowayton Ave over Keelers Brook Norwalk, CT			Date Inspected:	07/14/2(



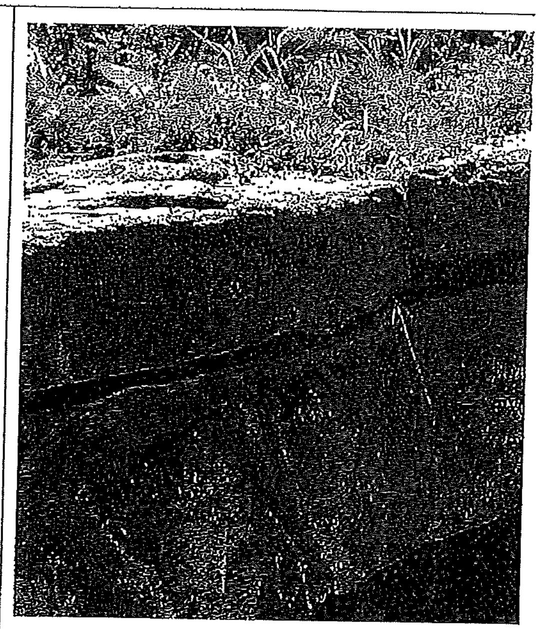


Photo # 7: North elevation view of the bridge. The fascia arch exhibits a gap approximately 2" wide between the fascia arch and the stone cap. Note the scour hole located just under inlet of the bridge.	**Photo # 8:** A closer view of the gap between the fasc cap. This gap appears to have increased s last inspected in 2018.

Sheet 5 of 7

FREEMAN
COMPANIES

		Inspected by:	
Featured Facility:	Bridge No. 102-009	**Inspected by:**	D. Quin
	Rowayton Ave over Keelers Brook Norwalk, CT	**Date Inspected:**	07/14/2(

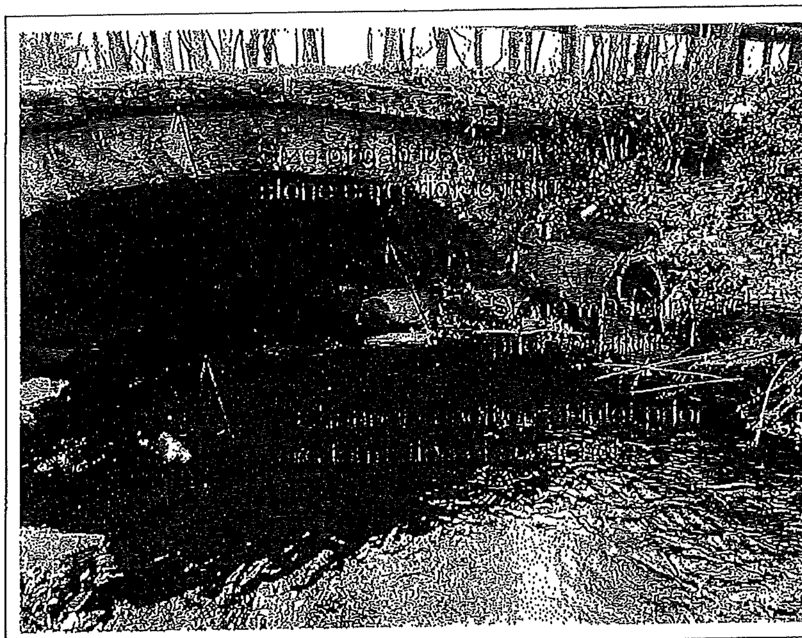


Photo # 7:
North elevation view of the bridge taken during a site visit in January 2021. Note the exposed stone masonry foundation. The channel at the inlet also shows no scour at the time this photo was taken. *This photo is shown for reference only.*

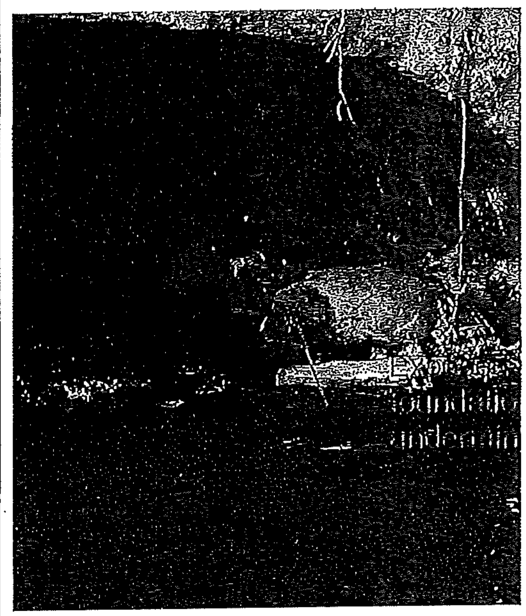


Photo # 8:
A closer view of the northwest section of arch taken during a site visit in January 2 stone masonry foundation. *This photo is only.*

Sheet 6 of 7

FREEMAN
COMPANIES

		Inspected by:	
Featured Facility:	Bridge No. 102-009	Inspected by:	D. Quin
	Rowayton Ave over Keelers Brook Norwalk, CT	Date Inspected:	07/14/2(

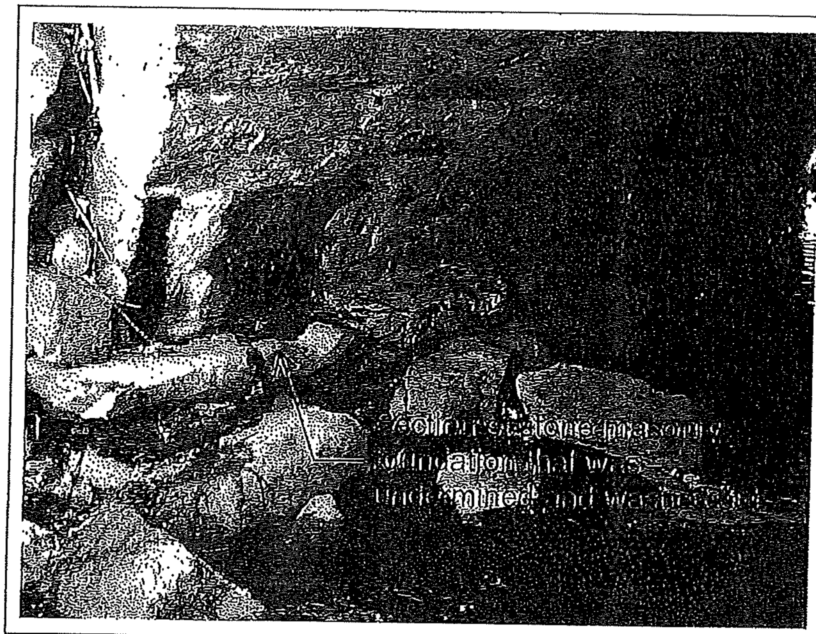


Photo # 7:
Photo of the northeast section of the stone masonry arch taken during the 2018 inspection. Photo shows the exposed foundation that was recently undermined and washed-out. *This photo is shown for reference only.*

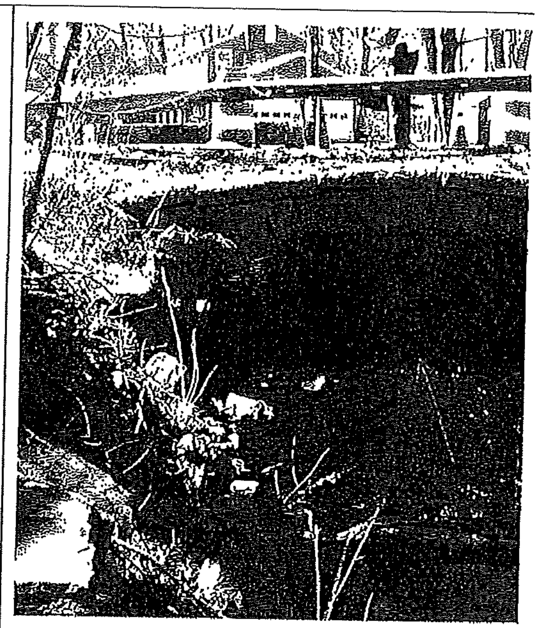
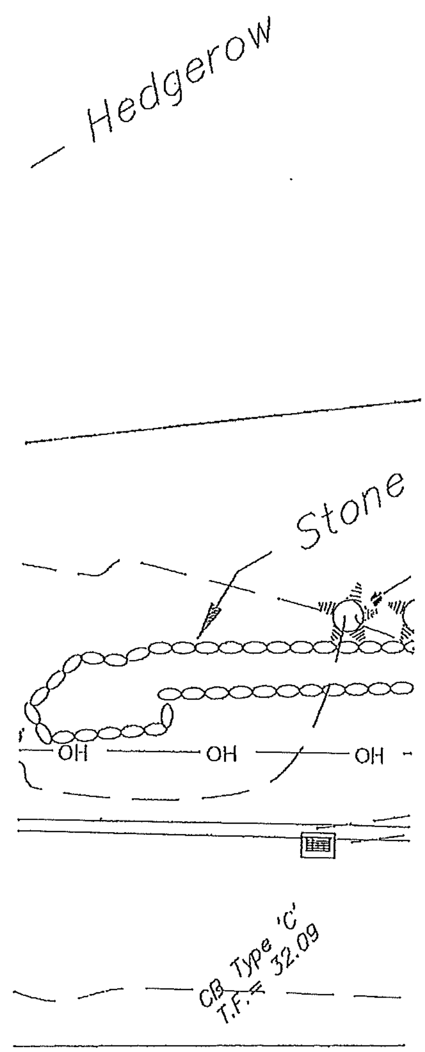
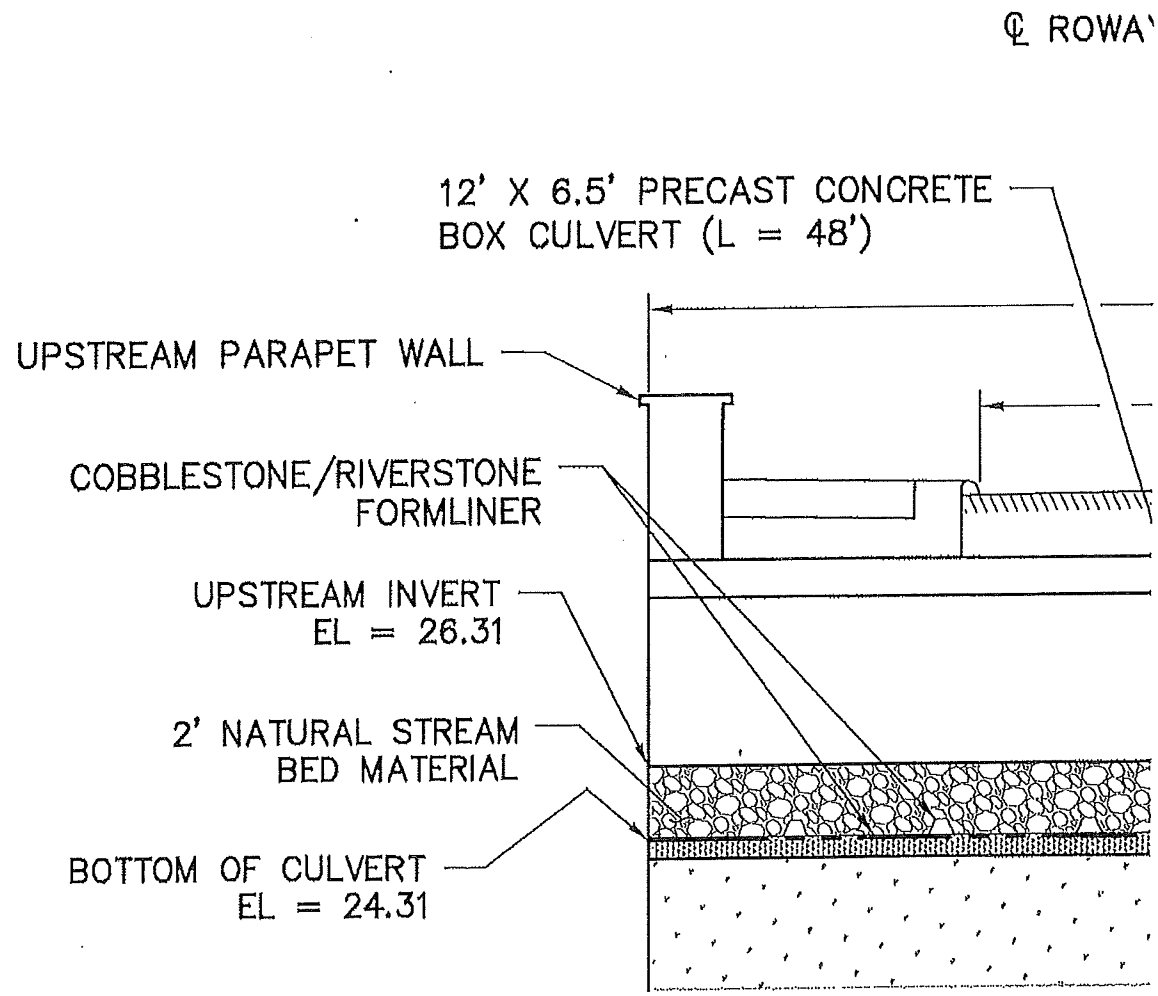


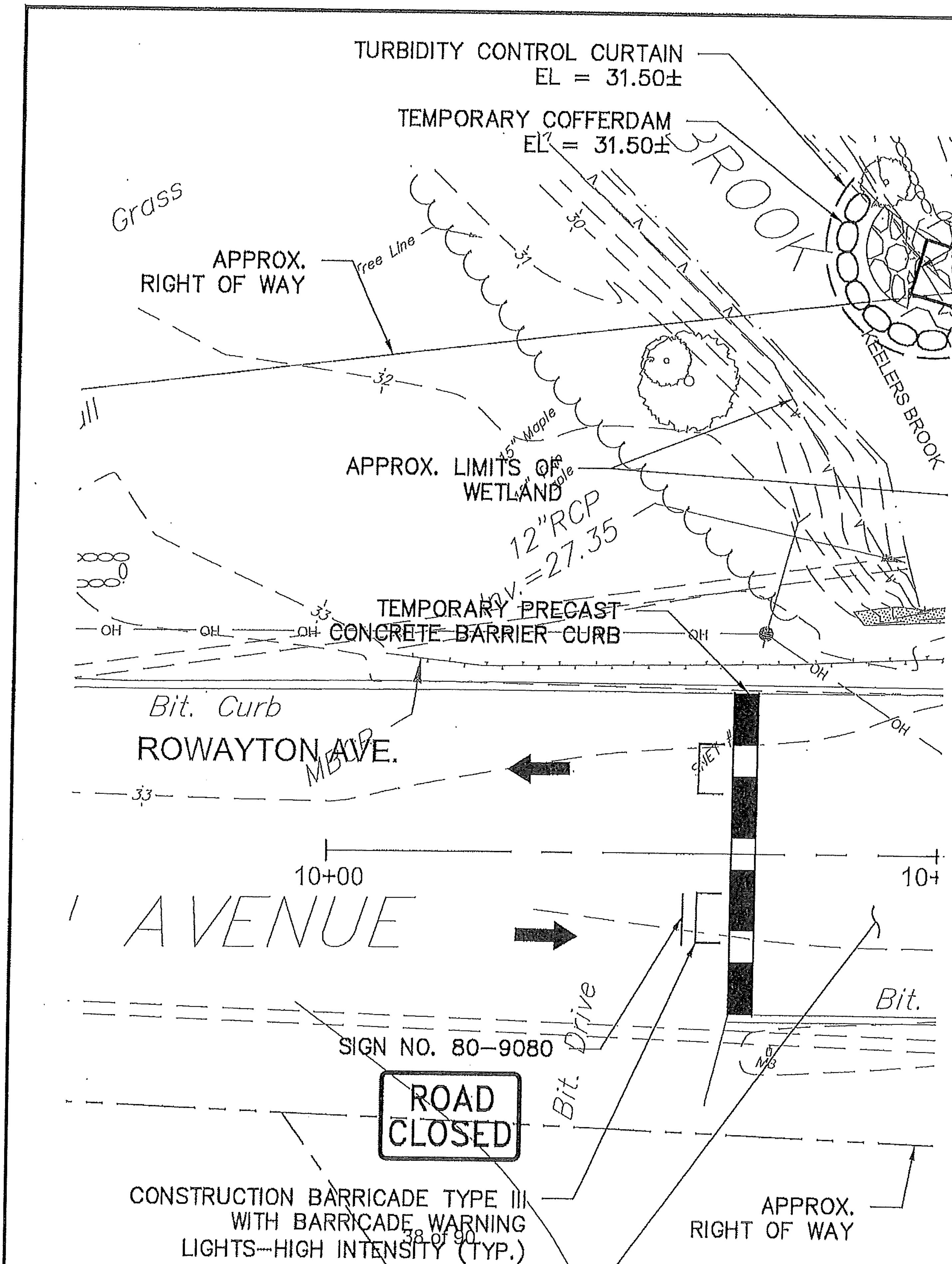
Photo # 8:
North elevation view of the bridge taken inspection. This photo shows the visible channel at the inlet at the time. *This phot reference only.*

Sheet 7 of 7

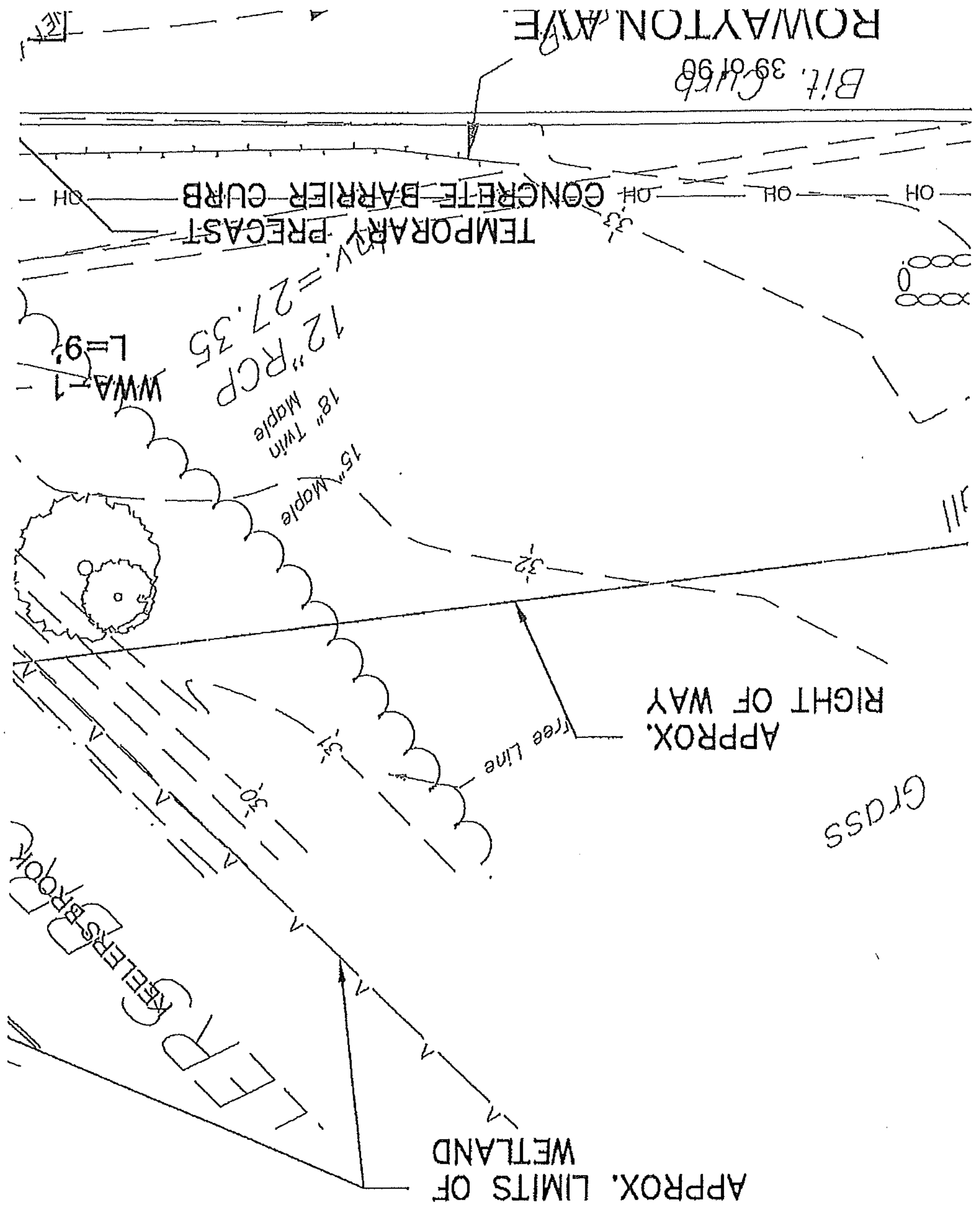

Hedgerow
Stone
OH
OH
OH
CB Type 'C'
T.F. = 32.09



℄ ROWA
12' X 6.5' PRECAST CONCRETE
BOX CULVERT (L = 48')
UPSTREAM PARAPET WALL
COBBLESTONE/RIVERSTONE
FORMLINER
UPSTREAM INVERT
EL = 26.31
2' NATURAL STREAM
BED MATERIAL
BOTTOM OF CULVERT
EL = 24.31


TURBIDITY CONTROL CURTAIN
EL = 31.50±
TEMPORARY COFFERDAM
EL = 31.50±
BROOK
Grass
Tree Line
APPROX.
RIGHT OF WAY
KEELERS BROOK
15" Maple
APPROX. LIMITS OF
WETLAND
12"RCP
Inv.=27.35
TEMPORARY PRECAST
CONCRETE BARRIER CURB
OH
Bit. Curb
ROWAYTON AVE.
MBVP
33
32
10+00
AVENUE
Bit. Drive
Bit.
SIGN NO. 80–9080
ROAD
CLOSED
CONSTRUCTION BARRICADE TYPE III
WITH BARRICADE WARNING
LIGHTS—HIGH INTENSITY (TYP.)
APPROX.
RIGHT OF WAY

ITEM #10



ROWAYTON AVE
Bit. Curb
39 of 90
TEMPORARY PRECAST
CONCRETE BARRIER CURB
INV.=27.35
12"RCP
WWA-1
L=9'
18" Twin Maple
15" Maple
APPROX.
RIGHT OF WAY
Tree Line
Grass
KEELERS BROOK
APPROX. LIMITS OF
WETLAND

ITEM #10