FINANCE/CLAIMS COMMITTEE MEETING
Thursday May 12, 2016 7:00P.M.

CITY HALL
Common Council Chambers
125 East Avenue
Norwalk, Connecticut
AGENDA

1. Public Participation

2. Approve the Minutes of the following Finance Committee Meeting:
   April 14, 2016

3. Claims Committee: receive the monthly Claims report; review and approve claims as required for Claims Report dated:
   May 4, 2016

4. Narrative on Tax Collections dated May 12, 2016- Receive Report and discuss.

5. Monthly Tax Collector's Reports - Receive Reports and discuss:
   April 30, 2016

6. Approve FY 2016-17 Parking Authority Budget.

7. Approve FY2016-17 WPCA Budget.

8. Closeout the following capital project, Health Department Security System Replacement with an available balance of $6,400 (Account: 09152012-5777-C0552).

9. Resolution: Approve a special capital appropriation in the amount of $6,400 to fund HVAC repairs at the Health Department building (Account: 09162012-5777-C0453).

10. Receive Oak Hills Authority Monthly Financial Statements for March 31, 2016.

11. Resolution making appropriations for various public improvements aggregating $29,034,000 for the 2016-2017 capital budget and authorizing the issuance of $23,902,000 general obligation bonds of the city to meet certain appropriations in the 2016-2017 capital budget.

12. Resolution with respect to the authorization, issuance and sale of up to $47,500,000 city of Norwalk general obligation refunding bonds effective until December 31, 2016.

13. Update on State budget.

CITY OF NORWALK
FINANCE/CLAIMS COMMITTEE
REGULAR MEETING
APRIL 14, 2016

ATTENDANCE: John Kydes, Chair; Travis Simms, Bruce Kimmel, Nick Sacchinelli (7:14)

ABSENT: Douglas Hempstead, Shannon O'Toole-Giandurco, John Igneri

STAFF: Lisa Biagiarelli, Tax Collector

OTHERS: Sal Iannacone, Donna Castracane

CALL TO ORDER

Mr. Kimmel called the meeting to order at 7:10. A quorum was present.

PUBLIC PARTICIPATION

There was no public participation.

Mr. Kimmel said the first topic he wanted to discuss was the issue of people getting beach stickers for cars that are not registered in Norwalk that had been discussed in the local press. He then asked Ms. Biagiarelli if the costs outweigh the benefits. She said she did not have any information to confirm this situation is true.

She said if someone lives in Norwalk and the car is registered elsewhere the person should not be able to get a beach sticker. Ms. Biagiarelli said there were not that many leased vehicles or people with cars not registered in Norwalk with beach stickers. She said an individual cannot get a beach pass unless the person is a resident. Ms. Biagiarelli said she does not think there are people driving with NY plates who have beach stickers.

Mr. Sacchinelli joined the meeting at 7:14.

Mr. Simms said he had a conversation with Mr. Mocciae. Mr. Simms said a person cannot have an out of state license plate and get a beach pass. Mr. Kydes said an individual can only obtain a beach sticker if it is connected to a vehicle that is registered in Norwalk.

Mr. Sacchinelli said a company car could be an exception. He added the first time you obtain a beach pass the applicant has to do it in person not on line. Ms. Biagarelli pointed out her department works with Parks & Recreation and the IT Department and it is not a matter of not cooperating.

Ms. Biagiarelli said if you have delinquent taxes an individual cannot get a beach pass and will be sent to the tax office. She said it only applies to back taxes on the vehicle not for property taxes.

CLAIMS COMMITTEE REPORT & TAX COLLECTIONS REPORT DATED APRIL 14, 2016

Ms. Biagiarell said after three quarters of the fiscal year the collection rate is 98.21% which is good. She said back collections are behind because it is a net figure where refunds were given out based on court settlements.

She said back in November courtesy letters were sent out and as a result of those letters the city has collected in excess of $1.2 million. The tax sale will be held July 18. A demand letter will be sent for payment that by regular and certified mail. The person has 10 days to pay and then the sale process commences.

Mr. Kydes asked if the property list is published in The Hour. She said they publish in The Hour the first time the list comes back and then twice more and also when mail comes back.

She has the first notice comes out in the beginning of May, then mid-May and early to mid-June. She said if the result is to take the property her department has to do everything it can do prior. Ms. Biagiarelli said the goal is not to sell the property but to get the delinquent owner to pay. Ms. Biagiarelli said if the owner is delinquent for 3 years or more or owes $20,000 or more then that property is in the sale.

She said evictions can take a long time and sometimes as long as 2 years. She said she needs the support and understanding of the Committee and the Mayor as the sale process proceeds.

APPROVAL OF MINUTES OF MARCH 10, 2016

**** MR. SIMMS MOVED TO APPROVE THE MINUTES.**

**** THE MOTION PASSED 3-0, MR. KIMELL ABSTAINED.**

AUTHORIZE THE MAYOR TO EXECUTE A 4-YEAR MASTER LEASE AGREEMENT FOR OFFICE COPIERS WITH TGI OFFICE AUTOMATION AND THE PURCHASING AGENT TO ADD OFFICE COPIERS TO THIS MASTER AGREEMENT FOR A TOTAL NOT TO EXCEED $268,505.21.

**** MR. KYDES MOVED.**

Ms. Costrocane said she said they had originally chosen TGI, but more than 90 days has elapsed and it was decided to resend the submission out in February. CVS, Ricoh and TGI were interviewed and scored and the selection committee went with TGI.

She said under the current contract the expense was $89,000 and the new contract will cost $59,000. She said Ricoh was interviewed and the committee was not satisfied with the interview or its past service. She said it was more an issue of service than their copiers.

Mr. Kydes said Ricoh was significantly less than TGI. He asked if the copiers are just for City Hall. Ms. Castrovinci said they are City wide including police, fire and health departments. She said the BOE and the Library have separate agreements. She said TGI is the leasing company and the amount of copiers will increase from 40 to 54.

**** THE MOTION PASSED 4-0.**

OAK HILLS REPORT

Mr. Kimmel said there were 116 revenue rounds in February compared to none last year as a result of a mild winter.

ADJOURNMENT

MR. KYDES MOVED TO ADJOURN.

The meeting was adjourned at 7:53.

Respectfully submitted,

Gregory Venuto

Telesco Secretarial Services

AGENDA MAY 3, 2016

CLAIMS COMMITTEE MEETING

REFUNDS PROCESSED CLAIMS COMMITTEE		**APPROVED BY TAX COLLECTOR**		**REPORTED TO CLAIMS COMMITTEE**
ABIS DRISS		14-MV-400026	($271.20)	PRORATION
ARCARIO PAUL J		14-MV-302226	($11.44)	PRORATION
CAYO INRI		14-MV-310238	($36.16)	PRORATION
CIUFO TINA M		14-MV-371025	($65.82)	PRORATION
DAIMLER TRUST		14-MV-314584	($204.95)	PRORATION
DAVIS ERICA		14-MV-315113	($85.79)	ABATEMENT
EVEREST MARBLE LLC		14-MV-319830	($169.98)	PRORATION
FINANCIAL SER VEH TRUST		14-MV-321018	($405.40)	PRORATION
GARAVEL CHRY JEEP DODGE		14-MV-414509	($320.60)	PRORATION
GILMARTIN JEANINE		14-MV-405300	($110.64)	PRORATION
HILKKU IRENE A		14-MV-328666	($23.33)	PRORATION
LAJOIE RUSSEKK OR LAJOIE LESLIE		13-mv-335342	($120.24)	ABATEMENT
LAMETTA & SN CNST CO INC		14-MV-334106	($904.20)	ABATEMENT SENT TO WESTPORT
MACKAY ROBIN MANZI		14-MV-408395	($426.10)	OVERPAYMENT
NISSAN INFINITI LT		14-MV-346180	($243.78)	PRORATION
NISSAN INFINITI LT	($1,081.03)	14-MV-345797	($704.46)	PRORATIONS
		14-MV-345959	($176.57)	PRORATIONS
		14-MV-346011	($200.00)	PRORATIONS
NISSAN INFINITI LT	($340.07)	14-MV-345859	($197.34)	PRORATIONS
		14-MV-346036	($142.73)	PRORATIONS
PAURICE CHORALIE		14-MV-410488	($15.65)	PAID INCORRECT AMOUNT THROUGH P+P
SCHOENBACHER JULIANNE		14-MV-800525	($198.64)	OVERPAYMENT
SMITH KODI J		13-MV-358805	($20.00)	ABATEMENT
VAULT TRUST		14-MV-366158	($513.13)	PRORATION
VW CREDIT LEASING LTD		14-MV-367426	($257.40)	PRORATION
VW CREDIT LEASING LTD		14-MV-367437	($360.90)	PRORATION

AGENDA MAY 3, 2016

CLAIMS COMMITTEE MEETING

REFUNDS PROCESSED CLAIMS COMMITTEE	**APPROVED BY TAX COLLECTOR**	**REPORTED TO CLAIMS COMMITTEE**
CORELOGIC RE: 105 RICHARDS AVE UNIT 1502	13-RE-128504 ($2,111.26)	DUPLICATE PAYMENT

TAX COLLECTOR'S REPORT
APRIL 30, 2016

FISCAL YEAR 2015-2016 (2014 GRAND LIST)	ORIGINAL LEVY	ADJ. TAX COLLECTIONS JUN 15 - APR 16	COLLECTION %	CORRECTED LEVY*	CHANGE IN LEVY	COLLECTION %
AUTOMOBILE-REGULAR	$17,433,300.64	$16,144,453.06	92.61%	$17,159,595.19	($273,705.45)	94.08%
AUTOMOBILE-SUPPLEMENTAL	$2,846,741.63	$2,460,529.74	86.43%	$2,824,066.75	($22,674.88)	87.13%
PERSONAL PROPERTY	$18,492,367.14	$18,163,913.64	98.22%	$18,504,044.22	$11,677.08	98.16%
REAL ESTATE	$261,229,545.62	$258,280,515.19	98.87%	$260,215,594.61	($1,013,951.01)	99.26%
TOTAL TAX	**$300,001,955.03**	**$295,049,411.63**	**98.35%**	**$298,703,300.77**	**($1,298,654.26)**	**98.78%**
SEWER USE	$14,660,068.00	$14,418,137.10	98.35%	$14,636,581.00	($23,487.00)	98.51%
IPP FEE	$189,750.00	$195,624.23	103.10%	$216,500.00	$26,750.00	90.36%

FISCAL YEAR 2014-2015 (2013 GRAND LIST)	ORIGINAL LEVY	JUN 14 - APR 15				
AUTOMOBILE-REGULAR	$16,706,950.43	$15,383,762.77	92.08%	$16,390,309.72	($316,640.71)	93.86%
AUTOMOBILE-SUPPLEMENTAL	$2,704,431.83	$2,297,842.67	84.97%	$2,713,007.09	$8,575.26	84.70%
PERSONAL PROPERTY	$17,794,935.82	$17,007,958.54	95.58%	$17,683,846.20	($111,089.62)	96.18%
REAL ESTATE	$257,672,948.38	$254,463,600.65	98.75%	$257,424,913.22	($248,035.16)	98.85%
TOTAL TAX	**$294,879,266.46**	**$289,153,164.63**	**98.06%**	**$294,212,076.23**	**($667,190.23)**	**98.28%**
SEWER USE	$13,851,424.00	$13,556,897.98	97.87%	$13,797,703.00	($53,721.00)	98.25%
IPP FEE	$191,250.00	$191,066.41	99.90%	$225,250.00	$34,000.00	84.82%

TAX DIFFERENCE 2014 G.L. vs. 2013 G.L. INCREASE/(DECREASE)	$5,122,688.57	$5,896,247.00	0.29%	$4,491,224.54	($631,464.03)	0.50%
SEWER DIFFERENCE 2014 G.L. vs. 2013 G.L. INCREASE/(DECREASE)	$808,644.00	$861,239.12	0.48%	$838,878.00	$30,234.00	0.25%
IPP DIFFERENCE 2014 G.L. vs. 2013 G.L. INCREASE/(DECREASE)	($1,500.00)	$4,557.82	3.19%	($8,750.00)	($7,250.00)	5.53%

BACK TAXES COLLECTED	FISCAL YR 2015-2016 (JUL 15 - APR 16)	FISCAL YR 2014-2015 (JUL 14 - APR 15)	CUR YR vs.PRIOR YR INC/(DEC)
PRIOR TAXES	$2,296,481.95	$2,874,377.22	($577,895.27)
PRIOR SEWER USE FEE	$134,088.71	$145,514.94	($11,426.23)
PRIOR IPP FEE	$16,671.53	$13,163.89	$3,507.64
TOTAL PRIOR TAX, SEWER & IPP	**$2,447,242.19**	**$3,033,056.05**	**($585,813.86)**
CURRENT INTEREST	$664,096.21	$644,813.33	$19,282.88
PRIOR INTEREST	$755,117.14	$800,160.58	($45,043.44)
SEWER USE FEE INTEREST	$76,844.10	$63,218.90	$13,625.20
IPP FEE INTEREST	$7,791.21	$6,118.44	$1,672.77
TOTAL INTEREST COLLECTED	**$1,503,848.66**	**$1,514,311.25**	**($10,462.59)**
PRIOR LIEN FEE	$12,314.95	$13,152.00	($837.05)
CURRENT LIEN FEE	$6,676.91	$4,841.24	$1,835.67
TOTAL LIEN FEE COLLECTED	**$18,991.86**	**$17,993.24**	**$998.62**
MISC FEES COLLECTED**	**$72,797.70**	**$165,641.68**	**($92,843.98)**
TOTAL PRIOR TAX, ALL INTEREST & ALL FEES	**$4,042,880.41**	**$4,731,002.22**	**($688,121.81)**

* CORRECTED LEVY INCLUDING CERTIFICATES OF CORRECTION

** PRIOR FISCAL YEAR INCLUDES TAX SALE AND TITLE SEARCH FEES PROCESSED THRU MUNIS

MEMORANDUM

April 20, 2016

To: Members of the Board of Estimate and Taxation
From: Kathryn R. Hebert, Administrative Services Manager
Re: **Parking Authority Operating Budget for FY 2017**

The approved operating budget for FY 2017 reflects the Parking Authority's mission to enhance economic development and quality of life as a critical contributor through community partnerships, opportunities and financially balanced parking programs. The 2017 Operating Budget of $6,179,877 addresses these goals and represents a $379,753 increase over FY 2016 ($5,800,123) and fund balance of $307,794.

Expense Drivers:

- $100,000 for parking programs to promote economic development
- $135,000 for capital reserve and replacement program
- $441,407 for City allocated personnel salary and benefit charges
- $40,033 increase for staff adjustments in the Wall and SoNo area
- $68,528 increase for snow removal reflecting average actual expenses
- ($23,267) reduction in debt service payments.

Revenue Drivers:

- $7,854 increase for monthly permit revenue which represents consistent permit sales and trends.
- $371,854 for transient revenue which represents a rate *decrease* at the Maritime Garage and at the Yankee Doodle Garage, increased rates at various locations; reflects increased parking activity systemwide, longer transaction times and increased compliance.
- $111,642 increase for meter revenue which reflects rate and on street activity increases and expanded hours of operation.
- $52,740 increase for parking violation revenue which represents only 12% of the overall revenue pool.

Cc: Norwalk Parking Authority
Bruce Chimento, Director Public Works

DESCRIPTION OF SERVICES

The Norwalk Parking Authority has changed from a traditional parking provider to an advocate for downtown development and commerce supporting mobility, sustainability, growth and improvement while creating easy to park and pay options through mobile platforms. The operating budget reflects the Parking Authority's mission to provide superior services to enhance economic development using best practices and provide opportunities to the community through financially balanced parking programs, smartparking technologies, security systems and community collaboration while overseeing the management, operation, facilities, maintenance of over 4,000 on and off street parking spaces including the railroad stations.

HIGHLIGHTS for FY 2015-2016

- Customer Experience:
  - Showcased the Art in Parking Places program through quarterly exhibits at the Maritime Garage Gallery collaborating with the Norwalk Arts C omission.
  - Partnered with the Library to provide free books to commuters at the railroad stations
  - Collaborated with surrounding property owners to beautify facilities.
  - Installed additional bike racks at the Maritime Garage collaborating with the bike/walk task force
  - Installed a pay station inside the Maritime Garage offering a convenient payment option to customers
  - Improved customer service through employee training and urban center presence.
  - Improved paystation instructions through upgrading to a pay by plate platform.

- Economic Development:
  - Implemented an outreach program through community, customer and business meetings.

- Financial Stability:
  - Continued to operate with a balanced financial portfolio and diversified revenue stream
  - Continued to increase parking compliance.
  - Established a capital reserve account to ensure facility sustainability and customer safety.
  - Performed a rate study analysis to determine current and future parking rate structure.

- Maintenance and Security:
  - Implemented facility maintenance improvements to extend facility useful life;
  - Upgraded and installed additional security cameras and systems collaborating with the NPD.

- Smart ParkingTechnology and Communication:
  - Continued to provide communication through interactive website, mobilized smartphone applications and social media alerts;
  - Increased pay by cell usage through collaborate marketing efforts with Norwalk Community College.
  - Improved wayfinding through on-street sensors and facility counter technology to capture utilization data
  - Implemented pre payment online widget technology for Maritime Aquarium customers.
  - Upgraded the paystations from pay by space to pay by plate providing customer flexibility, advertising options for the business community, compliance with chip and pin technology and compliance with ADA requirements.

Environmental Sustainability and Energy Management Efforts:

- Replaced all fluorescent lighting with LED lighting at the Haviland Deck, Webster Parking Lot and Maritime Garage through a grant program offered by SNEW.
- Received a grant through Eversource to replace fluorescent lights at the YDG.

GOALS FY 2016-2017

- Customer Experience:
  - Expand the Art in Parking Places creative placemaking program to include the Wall Street urban district.
  - Expand field ambassador and customer service presence in the SoNo and Wall areas.
  - Improve wayfinding signage at the facilities

Economic Development

- Collaborate with the Redevelopment Agency on citywide branding and wayfinding policies and programs
- Collaborate with Transportation projects to create 'complete trip' program.
- Continue outreach efforts through ongoing community and individual meetings
- Implement parking programs through business partnerships to promote economic development.
- Evaluate systemwide current and future parking capacity needs.
- Evaluate multimodal transportation platforms at the railroad stations to determine best options.

- Financial Stability:
  - Operate with a balanced financial portfolio and diversified revenue stream;
  - Fund capital reserve and replacement account to ensure facility sustainability and customer safety.
  - Implement a comprehensive rate structure and expense budget that places the appropriate value on the best locations, maximizes turnover and enhances development and mobility.

- Maintenance and Security:
  - Perform facility maintenance and structural improvements to extend facility useful life and enhance operational efficiency.
  - Enhance security through lighting and camera system installations.

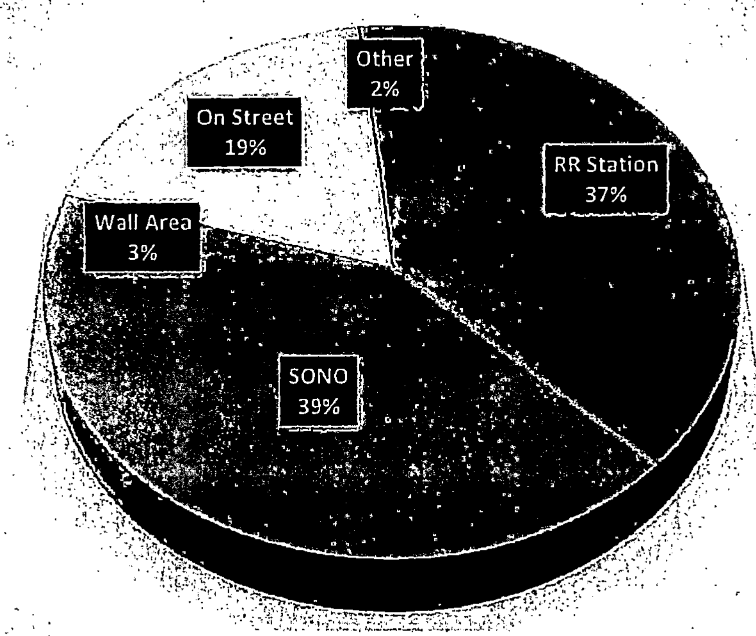
- Technology and Communication:
  - Provide superior communication through interactive website, mobilized smartphone applications, and social media alerts;
  - Continue to implement the smartparking/technology plan to capture utilization data;
  - Improve wayfinding, payment and operational efficiency efforts through the use of technology;
  - Expand the pre payment online option to the business community
  - Improve interactive garage kiosks to provide community information to visitors

- Environmental Sustainability and Energy Management Efforts:
  - Continue to evaluate energy efficiencies systemwide

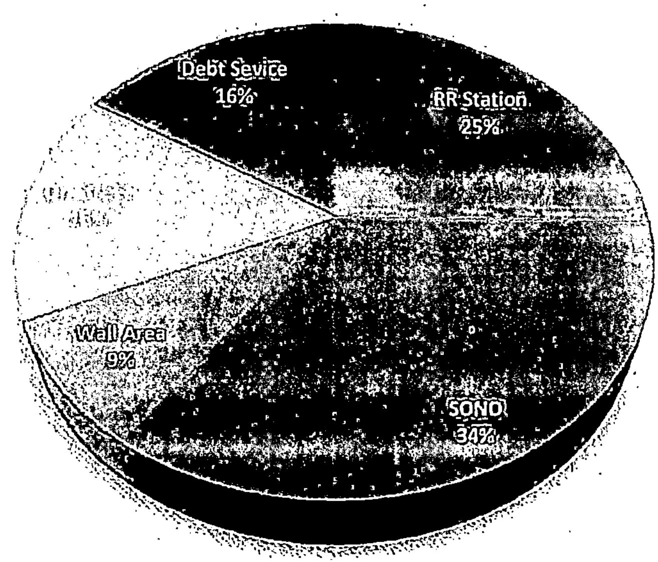
Norwalk Parking Authority
PROPOSED BUDGET (Detail)
FY 2017

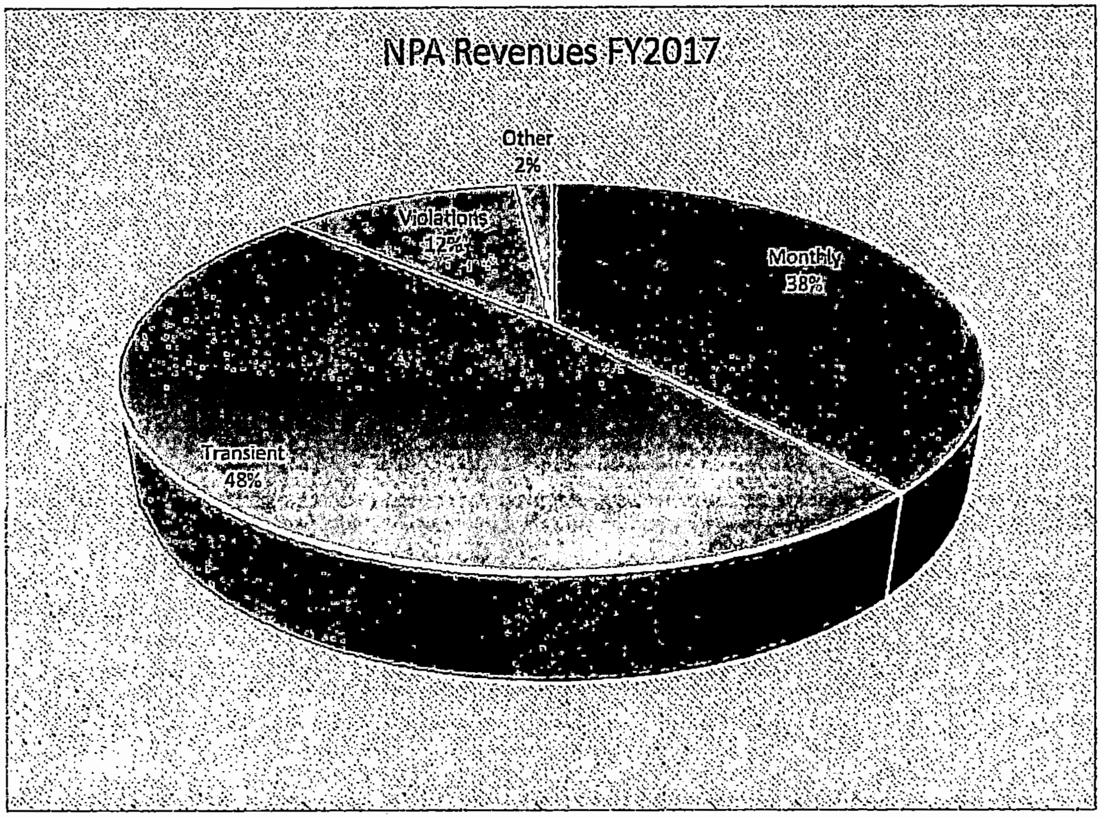
	Actual FY 2015	Budget FY 2016	PROPOSED Budget FY 2017	Variance $ to Budget FY 2016	Variance % to Budget FY 2016
PARKING REVENUE					
Monthly	2,417,219	2,545,785	2,553,639	7,854	0.31%
Transient	2,530,336	2,417,973	2,789,826	371,854	15.38%
Validations	0	0	0	0	0
Meter Revenue (Sono)	257,732	308,096	419,739	111,642	36.24%
Parking Violation Revenue	755,935	733,762	786,501	52,740	7.19%
Less: Refunds	(675)	0	0	0	0
Less Sales Tax	(167,238)	(176,114)	(173,275)	2,840	-1.61%
TOTAL PARKING REVENUE	5,793,310	5,829,501	6,376,431	546,930	9.38%
OTHER REVENUE					
Art Program - MG	606	0	0	0	0
Advertising	1,200	1,000	1,000	0	0.00%
Lease Income - SNRR	14,560	12,000	14,400	2,400	20.00%
Lease Income - Webster	38,913	0	0	0	0
Lease Income - YDG	15,760	9,600	15,840	6,240	65.00%
Easements	43,365	0	0	0	0
SNRR/ENRR Concessions	45,957	50,000	50,000	0	0.00%
Investment Income	12,516	6,000	6,000	0	0.00%
Enhanced Parking Svcs.	1,258	0	0	0	0
ATM Machines	16,060	24,000	24,000	0	0.00%
TOTAL OTHER REVENUE	190,195	102,600	111,240	8,640	8.42%
TOTAL SYSTEM REVENUE	5,983,504	5,932,101	6,487,671	555,570	9.37%
EXPENSES					
Personnel/Benefits (FTE 29.9)	1,648,978	1,719,543	1,872,745	153,202	8.91%
Security Services	137,955	115,000	115,000	0	0.00%
Equipment Expense	33,001	115,500	87,540	(27,960)	-24.21%
Vehicle Expense	74,405	45,000	95,000	50,000	111.11%
Building Repair & Maintenance	711,649	545,989	545,989	0	0.00%
Sanitation Expense	16,806	17,520	17,520	0	0.00%
Operating Expense	115,587	65,000	95,000	30,000	46.15%
Elevator Repair & Maintenance	15,557	27,600	27,600	0	0.00%
Snow Removal	297,949	206,472	275,000	68,528	33.19%
Signage	35,191	63,000	50,000	(13,000)	-20.63%
Tickets	6,873	30,000	15,000	(15,000)	-50.00%
Water	0	3,024	0	(3,024)	-100.00%
Liability Insurance	144,558	143,586	157,031	13,445	9.36%
Maritime Garage Condo Fees.	20,037	15,912	20,441	4,529	28.46%
Uniforms	17,303	15,000	15,000	0	0.00%
Licenses/Permit	0	2,100	0	(2,100)	-100.00%
Utilities	82,118	64,566	65,516	949	1.47%
Management Fees	146,721	100,000	100,000	0	0.00%
Printing	0	0	0	0	0
Office Expense	16,224	16,700	16,700	0	0.00%
Service Contracts	0	108,000	180,160	72,160	66.81%
Postage	0	0	0	0	0
Telephone	65,875	60,000	60,000	0	0.00%
Credit Card Fees	152,918	153,176	167,267	14,090	9.20%
Comm. Equip/Serv. Contracts	79,282	0	0	0	0
LPR Administration	0	0	0	0	0
Permit/Violation Management	157,809	172,600	100,000	(72,600)	-42.06%
Violation Collection	0	0	0	0	0
Marketing & Communictaions	44,699	55,000	50,000	(5,000)	-9.09%
Parking Lot Lease	9,300	10,000	0	(10,000)	-100.00%
Capital Reserve & Replacement	0	135,000	135,000	0	0.00%
Parking Programs	0	0	100,000	100,000	0
Contingency Fund	0	54,000	50,000	(4,000)	-7.41%
TOTAL OPERATING EXPENSES	4,030,796	4,059,289	4,413,508	354,220	8.73%
CITY ADMINISTERED EXPENSES					
Personnel/Benefits (city alloc.)	367,101	366,633	441,407	74,774	20.39%
Electric	235,349	291,924	296,217	4,293	1.47%
Business Exp.	3,076	4,500	4,500	0	0.00%
Sewer (wpca)	5,091	8,500	8,925	425	5.00%
Professional Service	200	30,000	9,309	(20,691)	-68.97%
Legal Service	638	30,000	20,000	(10,000)	-33.33%
TOTAL CITY ADMINISTERED	611,455	731,557	780,358	48,801	6.67%
SUB-TOTAL OPERATING EXP.	4,642,251	4,790,846	5,193,866	403,021	8.41%
Debt Service Interest	366,001	348,081	368,098	20,017	5.75%
Debt Service Principal	751,104	661,196	617,912	(43,284)	-6.55%
SUB-TOTAL DEBT SERVICE	1,117,105	1,009,277	986,011	(23,267)	-2.31%
TOTAL EXPENSES	5,759,356	5,800,123	6,179,877	379,754	6.55%
Fund Balance	224,148	131,978	307,794	175,816	133.22%

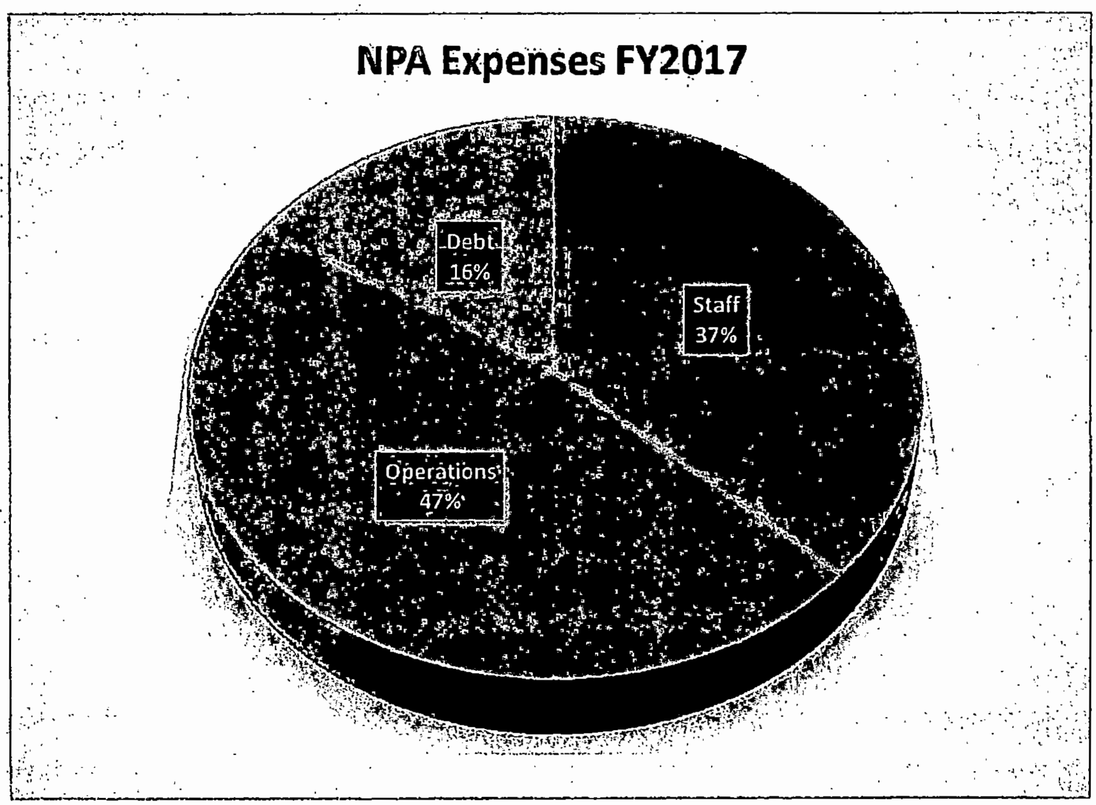
NPA Revenue by Area FY 2017



NPA Expenses by Area FY 2017




NPA Revenues FY2017
Other
2%
Violations
12%
Monthly
38%
Transient
48%


NPA Expenses FY2017
Debt
16%
Staff
37%
Operations
47%

WPCA NORWALK

Norwalk Water
Pollution Control
Authority
www.wpcanorwalk.org

MEMORANDUM

TO: Board of Estimate and Taxation

FROM: Ralph Kolb, Sr. Environmental Engineer, WPCA

CC: WPCA File

DATE: April 22, 2016

REASON: Norwalk Water Pollution Control Authority
Approved FY16/17 Operating Budget

The Water Pollution Control Authority (WPCA), an enterprise fund, manages the City's sanitary sewer collection system, pumping stations and wastewater treatment facility in accordance with environmental standards and regulations in the most cost effective and responsible manner.

Enclosed is the WPCA's FY2016-17 budget as approved at the Board meeting on April 18, 2016. This budget includes a $15 rate increase for a single family residence and an overall blended rate increase of approximately 5% over the previous fiscal year.

Some items on the budget to point out are as follows:

Revenues:

- Norwalk WPCA to receive $351,824 in Nitrogen Credits
- Septage revenue is down and is anticipated to be approximately $325,000
- Includes line item for reimbursement of WPCA support services billed to City and City sewer use fee

Expenditures:

- Legal services increased due to MLP litigation
- Includes line item for reimbursement of City support services billed to WPCA
- Operations Manager position was defunded – at least 50% of this position was WPCA

15 South Smith Street, Second Floor, Norwalk, CT 06855 ◊ Phone: (203) 854-7791 ◊ Fax: (203) 854-3224

City of Norwalk
WATER POLLUTION CONTROL AUTHORITY
DRAFT FY 2016-17 Operating Budget Summary

EXPENDITURES (224062)

ACCOUNT	DESCRIPTION	APPROVED FY 15-16	PROJECTED ACTUAL FY 15-16	PROPOSED FY 16-17
	Personnel/Benefits	$ 579,328	$ 542,689	$ 564,958
5110	*Salaries* [1]	$ 367,533	$ 352,700	$ 361,372
5428	*Benefits*	$ 195,895	$ 187,989	$ 192,611
5120	*Overtime*	$ 15,000	$ 2,000	$ 10,000
5150	*Longevity*	$ 900	$ 975	$ 975
5258	**Operations & Maintenance Fees** [2]	$ 5,524,613	$ 5,416,287	$ 5,597,910
5651	**Indirect Expenses** [3]	$ 431,348	$ 431,348	$ 576,171
5241	**Electricity** [4]	$ 1,378,000	$ 1,385,000	$ 1,412,700
	Professional Services	$ 200,000	$ 514,459	$ 200,000
5298	*Contract Monitoring*	$ 125,000	$ 125,000	$ 125,000
5298	*Engineering Consulting*	$ 75,000	$ 389,459	$ 75,000
5252	**Legal Services** [5]	$ 80,000	$ 200,000	$ 200,000
	Administration	$ 64,000	$ 64,000	$ 64,000
5286	*General Office*	$ 12,000	$ 12,000	$ 12,000
5286	*Billing Costs*	$ 8,000	$ 8,000	$ 8,000
5245	*Telephone*	$ 24,000	$ 24,000	$ 24,000
5741	*IT Hardware*	$ 20,000	$ 20,000	$ 20,000
5235	**Professional Dues/Memberships**	$ 10,000	$ 10,000	$ 10,000
5295	**Training/Conferences**	$ 6,000	$ 6,000	$ 6,000
5418	**Property Insurance/Liability Premium Worker's Compensation** [6]	$ 223,622	$ 223,622	$ 223,622
5789	**Replacement Reserve - Wilton's portion per agreement**	$ -	$ -	$ -
5789	**Replacement Reserve - Norwalk** [7]	$ 2,114,932	$ -	$ 3,266,443
5521	**Debt Service - Principal**	$ 5,615,515	$ 4,750,050	$ 4,542,428
5522	**Debt Service - Interest**	$ -	$ 886,098	$ 841,133
5463	**Nitrogen Credits** [8]	$ 47,231	$ 47,231	$ -
	TOTAL	$ 16,274,589	$ 13,543,455	$ 17,505,365

[1] Includes step increases. No COL increases.
[2] Assumes CPI increase of 2.0% and nitrogen credit share of $73,297 as per Amendment #2.
[3] Salaries, benefits and other direct costs for City support services including Finance Department (Tax Collector, Tax Assessor, Comptroller, IT, and Management & Budgets). Also includes allocation for DPW management.
[4] Assumes 2% increase over previous year.
[5] Legal fees are higher due to MLP litigation.
[6] Per Finance Department.
[7] Includes $850K transfer from fund balance (shown on revenue sheet). Replacement reserve funded at $2,416,443. Funds to be used for rate stabilization in future years related to multiple collection system projects and Phase III biosolids handling facility project included in WPCA Financial Model.
[8] CTDEEP published credit price for FY15-16. The WPCA receives credits for FY16-17 - see revenue sheet

CITY OF NORWALK, DEPARTMENT OF FINANCE
Office of the Director
P: 203-854-7870 / F: 203-854-7848
125 East Avenue, PO BOX 5125
Norwalk, CT 06856-5125

NORWALK
The Sound of Connecticut

MEMORANDUM

DATE: May 2, 2016

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: Robert Barron, Director of Finance

RE: Health Department Capital Project Close Out and Special Appropriation for the HVAC Project.

Attached is a request from Tim Callahan Director of Health, to close out one (1) completed Health Department capital project and re-appropriate these funds to cover the remainder of the HVAC System Upgrade project.

As outlined in the attached memo, Mr. Callahan is requesting the Security System Replacement Project (C0552) be closed out and the available balance of $6,400 be returned to the capital fund balance.

Mr. Callahan is requesting that the City approve a special capital appropriation in the same amount ($6,400) to finish the HVAC system upgrade project (C0453) at the Health Department. The original appropriation for this project was $150,000.00. Last fiscal year $28,195 was transferred into this account from the capital fund balance to cover the cost of the bids that came in over what was originally budgeted. At this point, all $178,195 appropriated to this project has been expended, but, according to Mr. Callahan's memo, there are still some costs remaining. This $6,400 appropriation will cover all remaining expenses and complete this project.

ACTION REQUESTED:

1. Close out the following capital project, Health Department Security System Replacement (C0552) with an available balance of $6,400.

2. RESOLUTION: Approve a special capital appropriation in the amount of $6,400 to fund HVAC repairs at the Health Department building. Account #(C0453).

The most feasible means to finance this special appropriation is from the capital fund balance with funds specifically coming from the closed out Health Department project.

MEMORANDUM

DATE: May 2, 2016

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: Health Department Capital Project Close Out and Special Appropriation for the HVAC Project.

Attached is a request from Tim Callahan Director of Health, to close out one (1) completed Capital Project and to re-appropriate these funds to cover the remaining costs of the HVAC System Replacement at the Health Department.

The attached back-up documentation provides an explanation for this request, and the Finance Director's statement concerning the most feasible means to finance this appropriation is also attached.

ACTION REQUESTED:

1. Close out the following capital project, Health Department Security System Replacement (C0552) with an available balance of $6,400.

2. RESOLUTION: Approve a special capital appropriation in the amount of $6,400 to fund HVAC repairs at the Health Department building. Account #(0453).

Cc: Tim Callahan, Director of Health

Norwalk

MEMORANDUM

April 21, 2016

To: Robert Barron, Finance Director

From: Tim Callahan TC

Re Special Capital Appropriation

The HVAC Replacement project # 09142012-5777-C0453 budget of $150,000 is fully expended. The Basement HVAC replacement is nearly complete. At this point Salamone and Associates, the design and project management firm, is owed $2,100 and will complete additional work costing approximately $900. The construction work remaining is the fabrication and installation of a metal grate over the exhaust pit. Salamone's estimate for this work is between $3,000 and $3,500. The total funds necessary to complete the project will be in the neighborhood of $6,500.

The Security Replacement project # 09152012-5777-C0552 budget of $18,000 is complete and came in under budget leaving a $6,400 available balance. I am requesting the Security Alarm Replacement project be closed and a special appropriation of a like amount to be made to the HVAC Replacement project.

March 2016 Financial Commentary

Balance Sheet

Cash is $96,000 better than last year (including $80,000 Credit Line draw down in 2015).

Accounts Payable is $28,000 higher than last year

March Month vs Prior Year

Golf Revenue is $56K better primarily due to increased golf rounds and higher ID card sales

Admin expenses are $8.6K higher primarily due to $2,300 in Professional fees for an engineering report on the restaurant building and $4,600 in Advertising expense that was planned for this year.

Park Maintenance is $25K higher primarily due to Ag & Chem timing issue in booking 2015 invoices $12K, $8K Grounds Maintenance for sand and seed

March YTD vs Prior YTD

Golf Revenue is $127,000 higher due to increased rounds, ID card and cart sales.

Gift Certificate sales are $19,000 lower due to not selling 5 for 4 pre-paid golf rounds this fiscal year. This will be made up as the season goes along.

Personnel Expense/Benefits are up $24,000 primarily due to the mild winter and keeping seasonal help on longer than usual.

Admin expenses are $47,000 higher primarily due to $25,000 in Professional fees for the NGF Driving range study and Restaurant Engineering Study, Advertising $7,000 planned increase, $5,000 higher Other Admin expenses, and $3,000 increased Liability Insurance costs.

Park Maintenance expenses are up $43,000 primarily due to $22,000 increased Water expense, $10,000 Grounds Maintenance for sand, top dressing and seed, $10,000 Building Maintenance ($4K Restaurant Roof, $3K Restaurant Rotted trim repair, $1,200 Golf Shop Roof Repair), $6,000 AG& Chem because plans are for a moderately difficult year, $7,000 Equipment Maintenance due to 5 yr old fairway mowers needing new reels, $4k there alone, and heavy use of all equipment last year due to long season, offset by lower Heating Oil and Gasoline expense.

OAK HILLS SALES ANALYSIS MARCH 2016

Description	Mar 2016	Mar 2015	Inc/(Dec)	YTD FY16	YTD FY15	Inc/(Dec)
Revenue Rounds	1,427	20	7035.0%	24,984	22,369	11.7%
Barter Rounds	101	0	0.0%	1,485	444	234.5%
Sub Total	1,528	20	7540.0%	26,469	22,813	16.0%
Non Revenue Rounds	9	0	0.0%	237	289	-18.0%
Total All Rounds	1,537	20	7585.0%	26,706	23,102	15.6%
Total Carts	361	0	0.0%	15,087	12,930	16.7%
Total Golf ID Cards	328	199	64.8%	1,139	812	40.3%
Total Gift Cards	6	5	20.0%	204	164	24.4%
Total $ Revenue Rounds	$37,729	$203	18485.7%	$683,125	$595,073	14.8%
Total Carts $	$5,036	$0	0.0%	$219,885	$189,463	16.1%
Total Golf ID Cards $	$25,231	$14,265	76.9%	$81,326	$60,379	34.7%
Total Gift Cards $	$358	$750	-52.3%	$14,701	$33,736	-56.4%
	$68,354	**$15,218**	**349.2%**	**$999,037**	**$878,651**	**13.7%**
$ Revenue/Revenue Round	**$26.44**	**$10.15**	160.5%	**$27.34**	**$26.60**	2.8%
Carts/Revenue Round	**25.3%**	**0.0%**	0.0%	**60.4%**	**57.8%**	4.5%
Cart $/Revenue Round	**$3.53**	**$0.00**	0.0%	**$8.80**	**$8.47**	3.9%
Cart $/Cart Round	**$13.95**	**#DIV/0!**	#DIV/0!	**$14.57**	**$14.65**	-0.5%
ID Card $/Card	**$76.92**	**$71.68**	7.3%	**$71.40**	**$74.36**	-4.0%
Resident Adult 18 Rounds	595	17	3400.0%	8,139	6,142	32.5%
Resident Senior 18 Rounds	197	1	19600.0%	4,256	4,405	-3.4%
Junior/Golf Team 18 Rounds	48	0	0.0%	760	447	70.0%
Empl 18 Rounds	33	0	0.0%	529	592	-10.6%
Non Resident 18 Rounds	388	2	19300.0%	8,484	6,984	21.5%
Total 9 Hole Rounds	166	0	0.0%	2,816	3,799	-25.9%
Resident Adult 18 Rounds $	$14,495	$164	8738.4%	$212,534	$158,325	34.2%
Resident Senior 18 Rounds $	$3,690	$7	52614.3%	$83,924	$84,572	-0.8%
Junior/Golf Team 18 Rounds $	$567	$0	0.0%	$12,950	$6,715	92.9%
Empl 18 Rounds $	$165	$0	0.0%	$3,233	$3,847	-16.0%
Non Resident 18 Rounds $	$15,656	$32	48825.0%	$312,137	$269,054	16.0%
Total 9 Hole Rounds $	$3,156	$0	0.0%	$58,347	$72,560	-19.6%
SR NONRES DISC	14	13	7.7%	77	64	20.3%
NONRES DISCOUNT	35	8	337.5%	93	94	-1.1%
FAMILY REG	3	6	-50.0%	13	21	-38.1%
CITY/OWNER REG	6	4	50.0%	20	15	33.3%
Total	58	31	87.1%	203	194	4.6%
GolfNow Rounds	0	0	0.0%	352	257	37.0%
GolfNow Dollars	$0	$0	0.0%	$20,287	$13,703	48.0%
Dollars/Round	#DIV/0!	#DIV/0!	#DIV/0!	$57.63	$53.32	8.1%

OAK HILLS PARK AUTHORITY
Balance Sheet 2016
As of March 31, 2016

	Mar 31, 16	Mar 31, 15
ASSETS		
Current Assets		
Checking/Savings		
1000 · Cash		
1010 · CAP Account - Wells Fargo	3,553.76	2,127.53
1011 · Money Market - Wells Fargo	-0.03	1,438.26
1021 · NBT Money Market	71,301.54	33,901.14
1022 · NBT Payment Account	-41,651.35	-21,369.43
1023 · NBT Rent Escrow Sec Apt Right	1,350.00	0.00
1040 · Escrow Security Dep Apt 2 Right	0.00	2,000.31
1050 · Petty	400.00	400.00
Total 1000 · Cash	34,953.92	18,497.81
Total Checking/Savings	34,953.92	18,497.81
Accounts Receivable		
1201 · Accounts Receivable	600.00	0.00
Total Accounts Receivable	600.00	0.00
Other Current Assets		
1100 · Inventory	119,515.84	103,076.19
1200 · Receivables		
1205 · Rents Receivable	6,000.00	2,000.00
Total 1200 · Receivables	6,000.00	2,000.00
1300 · Prepaid Expenses	27,538.96	11,710.69
Total Other Current Assets	153,054.80	116,786.88
Total Current Assets	188,608.72	135,284.69
Fixed Assets		
1500 · Fixed Assets		
1505 · Machinery and Equipment	1,006,903.10	918,744.60
1510 · Accumulated Depreciation/Amort.	-2,871,512.21	-2,651,064.30
1561 · Park Improvements	1,692,467.75	1,680,017.75
1562 · Restaurant	2,277,134.66	2,277,134.66
Total 1500 · Fixed Assets	2,104,993.30	2,224,832.71
Total Fixed Assets	2,104,993.30	2,224,832.71
Other Assets		
1550 · Other Assets		
1555 · City of Norwalk Escrow Account	0.00	120,000.00

OAK HILLS PARK AUTHORITY
Balance Sheet 2016
As of March 31, 2016

	Mar 31, 16	Mar 31, 15
Total 1550 · Other Assets	0.00	120,000.00
Total Other Assets	0.00	120,000.00
TOTAL ASSETS	2,293,602.02	2,480,117.40
LIABILITIES & EQUITY		
Liabilities		
Current Liabilities		
Accounts Payable		
2000 · *Accounts Payable	103,591.40	75,659.14
Total Accounts Payable	103,591.40	75,659.14
Other Current Liabilities		
2050 · Accounts Payable-Tennis Revenue	765.00	555.00
2100 · Accrued Payroll	18,425.66	22,346.08
2104 · Accrued retirement contribution	1,576.90	576.74
2105 · Accrued Vacation Pay	27,501.21	23,228.53
2106 · Accrued Sick Leave Pay	23,879.05	27,260.98
2200 · Accrued Expenses	28,333.92	27,573.81
2210 · Security Deposit-Entrance House		
2212 · Security Dep - Apt 2 Right	1,350.00	2,000.17
Total 2210 · Security Deposit-Entrance Hous	1,350.00	2,000.17
2230 · NBT Credit Line	0.00	80,000.00
2250 · Deferred Revenue		
2251 · Tournament Deposits	1,100.00	2,800.00
2250 · Deferred Revenue - Other	11,553.37	5,989.00
Total 2250 · Deferred Revenue	12,653.37	8,789.00
2400 · Cart Sales Tax Due	-95.00	-0.64
2500 · Monies due City of Norwalk		
2501 · Bond Due to City of Norwalk	33,111.43	103,960.01
2502 · Escrow due to City of Norwalk	0.00	29,999.97
2503 · 150k Capital Debt	1,218.79	12,027.37
2504 · 150k Operating Debt	1,673.71	12,458.79
Total 2500 · Monies due City of Norwalk	36,003.93	158,446.14
Total Other Current Liabilities	150,394.04	350,775.81
Total Current Liabilities	253,985.44	426,434.95
Long Term Liabilities		

OAK HILLS PARK AUTHORITY
Balance Sheet 2016
As of March 31, 2016

	Mar 31, 16	Mar 31, 15
2700 · Irrigation Debt	0.00	248,840.99
2701 · Consolidated City Debt	2,111,209.55	0.00
2725 · Restaurant debt	0.00	1,874,379.32
2726 · Paving Debt	0.00	92,488.97
2730 · Capital Debt (150k)	107,922.89	122,212.53
2731 · Operating Expense Debt (150k)	107,925.43	122,215.07
2762 · John Deere Loan - 2010	0.00	5,369.10
2763 · GE Capital (John Deere) 2012	49,890.72	75,191.34
2764 · NBT Truck Loan	22,979.85	28,000.00
2765 · Deere Credit Inc.	26,745.63	0.00
2766 · Wells Fargo Equip	16,381.70	0.00
Total Long Term Liabilities	2,443,055.77	2,568,697.32
Total Liabilities	2,697,041.21	2,995,132.27
Equity		
3000 · Fund Balance		
3010 · Fund Balance - Beginning	-42,873.28	-42,873.28
Total 3000 · Fund Balance	-42,873.28	-42,873.28
3500 · Reserves		
3550 · Reserve for Contingencies	405,368.10	405,368.10
Total 3500 · Reserves	405,368.10	405,368.10
3900 · Retained Earnings	-591,876.15	-519,016.89
Net Income	-174,057.86	-358,492.80
Total Equity	-403,439.19	-515,014.87
TOTAL LIABILITIES & EQUITY	2,293,602.02	2,480,117.40

OAK HILLS PARK AUTHORITY
P&L - Current Month Vs. Prior Year Month
March 2016

	Mar 16	Mar 15	$ Change	% Change
Ordinary Income/Expense				
Income				
4000 · REVENUES				
4001 · Golf Revenue				
4010 · Golf Fees	40,195.71	203.00	39,992.71	19,700.84%
4020 · I.D. Cards	25,258.00	14,305.00	10,953.00	76.57%
4030 · Tournament Fees	1,700.00	600.00	1,100.00	183.33%
4050 · Cart Revenue	5,036.00	0.00	5,036.00	100.0%
4060 · Golf Revenue - Gift Certif.	358.00	780.00	-422.00	-54.1%
4070 · Gift & Rain Checks Redeemed	-541.00	-70.00	-471.00	-672.86%
Total 4001 · Golf Revenue	72,006.71	15,818.00	56,188.71	355.22%
4200 · Rental Income	1,350.00	1,000.00	350.00	35.0%
4300 · Investment Income	8.02	0.92	7.10	771.74%
4400 · Misc. Income	6,300.00	3,441.90	2,858.10	83.04%
4600 · Restaurant Income	6,000.00	6,000.00	0.00	0.0%
Total 4000 · REVENUES	85,664.73	26,260.82	59,403.91	226.21%
Total Income	85,664.73	26,260.82	59,403.91	226.21%
Gross Profit	85,664.73	26,260.82	59,403.91	226.21%
Expense				
5000 · PERSONNEL EXPENSE				
5010 · Management Salary	12,188.64	15,217.78	-3,029.14	-19.91%
5030 · Administrative	5,998.27	2,548.07	3,450.20	135.4%
5050 · Course Personnel	23,638.30	31,127.84	-7,489.54	-24.06%
5060 · Course Personnel O/T	62.13	87.38	-25.25	-28.9%
5070 · Seasonal Personnel	7,117.23	2,460.00	4,657.23	189.32%
5080 · Seasonal Personnel O/T	99.59	43.40	56.19	129.47%
Total 5000 · PERSONNEL EXPENSE	49,104.16	51,484.47	-2,380.31	-4.62%
5200 · EMPLOYEE BENEFITS				
5210 · Payroll Taxes	3,827.26	3,804.26	23.00	0.61%
5230 · State Unemployment	2,379.57	2,473.20	-93.63	-3.79%
5250 · Health Insurance	4,421.61	3,833.03	588.58	15.36%
5260 · Workmans Compensation	923.92	1,249.33	-325.41	-26.05%
5270 · Retirement Plans	391.91	432.87	-40.96	-9.46%
Total 5200 · EMPLOYEE BENEFITS	11,944.27	11,792.69	151.58	1.29%
5400 · ADMINISTRATIVE EXPENSES				
5420 · Telephone	898.07	473.65	424.42	89.61%
5430 · Professional Fees	4,675.00	2,250.00	2,425.00	107.78%
5436 · Advertising	4,614.69	0.00	4,614.69	100.0%

OAK HILLS PARK AUTHORITY
P&L - Current Month Vs. Prior Year Month
March 2016

	Mar 16	Mar 15	$ Change	% Change
5440 · Office Expense	857.96	1,146.02	-288.06	-25.14%
5441 · Bank Charges	34.90	71.83	-36.93	-51.41%
5442 · Credit Card Fees	361.39	147.61	213.78	144.83%
5450 · Training and Dues	195.00	0.00	195.00	100.0%
5461 · Authority Secretarial Services	120.00	250.00	-130.00	-52.0%
5469 · Other Outside Services	251.00	151.50	99.50	65.68%
5470 · Other Administrative	185.80	0.00	185.80	100.0%
5480 · Utilities	2,628.72	1,905.81	722.91	37.93%
5490 · Water	132.25	21.85	110.40	505.26%
5500 · Liability Insurance	3,832.00	3,870.09	-38.09	-0.98%
5520 · Interest Expense	214.07	31.81	182.26	572.96%
Total 5400 · ADMINISTRATIVE EXPENSES	19,000.85	10,320.17	8,680.68	84.11%
5700 · PARK MAINTENANCE				
5710 · Water	0.00	293.72	-293.72	-100.0%
5720 · Heating Fuel	996.57	3,103.74	-2,107.17	-67.89%
5730 · Grounds Maintenance	9,023.29	1,246.17	7,777.12	624.08%
5740 · Tree Maintenance	0.00	-31.94	31.94	100.0%
5750 · Agriculture and Chemicals				
5751 · Agriculture&Chemicals-Purchase	60,223.06	21,800.11	38,422.95	176.25%
5752 · Agriculture/Chemicals Utilized	-56,165.04	-29,816.91	-26,348.13	-88.37%
Total 5750 · Agriculture and Chemicals	4,058.02	-8,016.80	12,074.82	150.62%
5760 · Irrigation Maintenance	198.00	332.00	-134.00	-40.36%
5770 · Consumable Tools	0.00	492.89	-492.89	-100.0%
5780 · Tee and Green Supplies	3,869.94	2,098.52	1,771.42	84.41%
5795 · Janitorial Supplies	248.01	0.00	248.01	100.0%
5800 · Equipment Maintenance	3,945.08	2,003.80	1,941.28	96.88%
5820 · Building Maintenance	2,505.55	527.27	1,978.28	375.19%
5850 · Vehicle Maintenance	154.20	0.00	154.20	100.0%
5860 · Gasoline/Diesel Fuel	2,301.19	0.00	2,301.19	100.0%
Total 5700 · PARK MAINTENANCE	27,299.85	2,049.37	25,250.48	1,232.11%
6000 · CART EXPENSE				
6020 · Electricity	418.71	182.49	236.22	129.44%
6030 · Maintenance	98.64	57.24	41.40	72.33%
6050 · Cart Insurance	400.00	400.00	0.00	0.0%
Total 6000 · CART EXPENSE	917.35	639.73	277.62	43.4%
Total Expense	108,266.48	76,286.43	31,980.05	41.92%
Net Ordinary Income	-22,601.75	-50,025.61	27,423.86	54.82%
Other Income/Expense				

OAK HILLS PARK AUTHORITY
P&L - Current Month Vs. Prior Year Month
March 2016

	Mar 16	Mar 15	$ Change	% Change
Other Expense				
8000 · Depreciation/Amortization	17,957.30	19,048.46	-1,091.16	-5.73%
8001 · Capital projects	21,315.00	31,749.00	-10,434.00	-32.86%
8002 · Bond to City	4,762.29	13,470.60	-8,708.31	-64.65%
8003 · Replenish escrow	0.00	3,333.33	-3,333.33	-100.0%
8004 · Capital Debt to City	174.65	1,384.31	-1,209.66	-87.38%
8005 · Operating Debt to City	193.51	1,384.31	-1,190.80	-86.02%
Total Other Expense	44,402.75	70,370.01	-25,967.26	-36.9%
Net Other Income	-44,402.75	-70,370.01	25,967.26	36.9%
Net Income	-67,004.50	-120,395.62	53,391.12	44.35%

OAK HILLS PARK AUTHORITY
P&L - Current YTD Vs. Prior YTD
July 2015 through March 2016

	Jul '15 - Mar 16	Jul '14 - Mar 15	$ Change	% Change
Ordinary Income/Expense				
Income				
4000 · REVENUES				
4001 · Golf Revenue				
4010 · Golf Fees	623,080.60	527,694.48	95,386.12	18.08%
4020 · I.D. Cards	81,362.00	60,419.00	20,943.00	34.66%
4030 · Tournament Fees	60,351.00	56,998.00	3,353.00	5.88%
4050 · Cart Revenue	209,958.00	178,150.64	31,807.36	17.85%
4060 · Golf Revenue - Gift Certif.	14,313.00	33,766.00	-19,453.00	-57.61%
4070 · Gift & Rain Checks Redeemed	-13,605.00	-8,903.00	-4,702.00	-52.81%
Total 4001 · Golf Revenue	975,459.60	848,125.12	127,334.48	15.01%
4100 · Tennis Revenue	24,000.00	21,000.00	3,000.00	14.29%
4200 · Rental Income	11,758.00	9,000.00	2,758.00	30.64%
4300 · Investment Income	419.81	77.44	342.37	442.11%
4400 · Misc. Income	8,658.59	15,441.90	-6,783.31	-43.93%
4500 · Cash Over/Under	0.00	193.95	-193.95	-100.0%
4600 · Restaurant Income	54,000.00	54,000.00	0.00	0.0%
Total 4000 · REVENUES	1,074,296.00	947,838.41	126,457.59	13.34%
Total Income	1,074,296.00	947,838.41	126,457.59	13.34%
Gross Profit	1,074,296.00	947,838.41	126,457.59	13.34%
Expense				
5000 · PERSONNEL EXPENSE				
5010 · Management Salary	109,642.45	108,981.96	660.49	0.61%
5030 · Administrative	86,105.67	84,195.63	1,910.04	2.27%
5040 · Administrative O/T	253.99	0.00	253.99	100.0%
5050 · Course Personnel	215,182.87	232,470.92	-17,288.05	-7.44%
5060 · Course Personnel O/T	1,168.60	2,281.58	-1,112.98	-48.78%
5070 · Seasonal Personnel	67,947.44	33,613.18	34,334.26	102.15%
5080 · Seasonal Personnel O/T	1,235.90	1,202.20	33.70	2.8%
Total 5000 · PERSONNEL EXPENSE	481,536.92	462,745.47	18,791.45	4.06%
5200 · EMPLOYEE BENEFITS				
5210 · Payroll Taxes	42,674.06	38,568.82	4,105.24	10.64%
5230 · State Unemployment	16,846.17	15,511.63	1,334.54	8.6%
5250 · Health Insurance	35,999.09	36,029.13	-30.04	-0.08%
5260 · Workmans Compensation	11,154.56	11,244.97	-90.41	-0.8%
5270 · Retirement Plans	3,878.72	3,274.60	604.12	18.45%
Total 5200 · EMPLOYEE BENEFITS	110,552.60	104,629.15	5,923.45	5.66%
5400 · ADMINISTRATIVE EXPENSES				

OAK HILLS PARK AUTHORITY
P&L - Current YTD Vs. Prior YTD
July 2015 through March 2016

	Jul '15 - Mar 16	Jul '14 - Mar 15	$ Change	% Change
5420 · Telephone	4,293.95	4,287.99	5.96	0.14%
5430 · Professional Fees	45,400.64	20,642.00	24,758.64	119.94%
5436 · Advertising	8,867.42	1,800.26	7,067.16	392.56%
5440 · Office Expense	12,564.43	13,756.47	-1,192.04	-8.67%
5441 · Bank Charges	405.50	925.23	-519.73	-56.17%
5442 · Credit Card Fees	19,926.10	17,941.00	1,985.10	11.07%
5445 · Postage	29.00	166.09	-137.09	-82.54%
5450 · Training and Dues	4,045.77	2,165.00	1,880.77	86.87%
5461 · Authority Secretarial Services	2,050.00	1,360.00	690.00	50.74%
5469 · Other Outside Services	2,960.96	2,719.35	241.61	8.89%
5470 · Other Administrative	5,531.16	786.51	4,744.65	603.25%
5480 · Utilities	25,116.41	22,969.08	2,147.33	9.35%
5490 · Water	929.45	703.31	226.14	32.15%
5500 · Liability Insurance	38,382.64	35,060.81	3,321.83	9.47%
5520 · Interest Expense	3,485.80	1,918.81	1,566.99	81.67%
Total 5400 · ADMINISTRATIVE EXPENSES	173,989.23	127,201.91	46,787.32	36.78%
5700 · PARK MAINTENANCE				
5710 · Water	59,136.53	37,001.09	22,135.44	59.82%
5720 · Heating Fuel	8,860.00	16,831.07	-7,971.07	-47.36%
5730 · Grounds Maintenance	24,388.57	14,262.95	10,125.62	70.99%
5740 · Tree Maintenance	0.00	1,918.06	-1,918.06	-100.0%
5750 · Agriculture and Chemicals				
5751 · Agriculture&Chemicals-Purchase	83,670.76	50,108.53	33,562.23	66.98%
5752 · Agriculture/Chemicals Utilized	-39,543.92	-12,272.70	-27,271.22	-222.21%
Total 5750 · Agriculture and Chemicals	44,126.84	37,835.83	6,291.01	16.63%
5760 · Irrigation Maintenance	4,369.38	5,978.35	-1,608.97	-26.91%
5770 · Consumable Tools	1,424.74	2,025.22	-600.48	-29.65%
5780 · Tee and Green Supplies	4,540.28	4,754.58	-214.30	-4.51%
5790 · Other Supplies	318.60	0.00	318.60	100.0%
5795 · Janitorial Supplies	1,405.92	1,162.06	243.86	20.99%
5800 · Equipment Maintenance	30,693.13	23,823.96	6,869.17	28.83%
5810 · Equipment Rental	33.92	0.00	33.92	100.0%
5820 · Building Maintenance	21,927.42	11,937.50	9,989.92	83.69%
5840 · Small Equipment	287.42	227.93	59.49	26.1%
5850 · Vehicle Maintenance	154.20	0.00	154.20	100.0%
5860 · Gasoline/Diesel Fuel	11,038.39	12,251.14	-1,212.75	-9.9%
Total 5700 · PARK MAINTENANCE	212,705.34	170,009.74	42,695.60	25.11%
6000 · CART EXPENSE				
6010 · Cart Lease Expense	28,030.73	28,512.25	-481.52	-1.69%
6020 · Electricity	8,646.11	6,369.62	2,276.49	35.74%
6030 · Maintenance	4,954.72	3,979.52	975.20	24.51%

OAK HILLS PARK AUTHORITY
P&L - Current YTD Vs. Prior YTD
July 2015 through March 2016

	Jul '15 - Mar 16	Jul '14 - Mar 15	$ Change	% Change
6050 · Cart Insurance	3,600.00	3,600.00	0.00	0.0%
Total 6000 · CART EXPENSE	45,231.56	42,461.39	2,770.17	6.52%
Total Expense	1,024,015.65	907,047.66	116,967.99	12.9%
Net Ordinary Income	50,280.35	40,790.75	9,489.60	23.26%
Other Income/Expense				
Other Expense				
8000 · Depreciation/Amortization	161,615.70	171,436.14	-9,820.44	-5.73%
8001 · Capital projects	53,361.11	51,694.50	1,666.61	3.22%
8002 · Bond to City	49,563.53	121,235.36	-71,671.83	-59.12%
8003 · Replenish escrow	0.00	29,999.97	-29,999.97	-100.0%
8004 · Capital Debt to City	1,605.81	12,458.79	-10,852.98	-87.11%
8005 · Operating Debt to City	1,673.71	12,458.79	-10,785.08	-86.57%
8500 · Modification of City Debt	-43,481.65	0.00	-43,481.65	-100.0%
Total Other Expense	224,338.21	399,283.55	-174,945.34	-43.82%
Net Other Income	-224,338.21	-399,283.55	174,945.34	43.82%
Net Income	-174,057.86	-358,492.80	184,434.94	51.45%

Oak Hills Park Authority
2015 Actual vs. Budget

	Mar Act	Mar Bud	Var	YTD Act	YTD Bud	Var $	Var %
REVENUE							
4000 · REVENUES							
4001 · Golf Revenue							
4010 · Golf Fees	$40,196	$20,139	99.6%	$623,081	$606,923	$16,157	2.7%
4020 · I.D. Cards	$25,258	$43,189	-41.5%	$81,362	$80,382	$980	1.2%
4030 · Tournament Fees	$1,700	$717	137.2%	$60,351	$68,089	-$7,738	-11.4%
4050 · Cart Revenue	$5,036	$0	#DIV/0!	$209,958	$187,069	$22,889	12.2%
4060 · Golf Revenue - Gift Certif.	$358	$340	5.1%	$14,313	$14,739	-$426	-2.9%
4001 · Golf Revenue - Other	-$541	-$66	723.1%	-$13,605	-$8,360	-$5,245	62.7%
Total 4001 · Golf Revenue	**$72,007**	**$64,319**	**12.0%**	**$975,460**	**$948,844**	**$26,616**	**2.8%**
4100 · Tennis Revenue	$0	$0	#DIV/0!	$24,000	$24,000	$0	0.0%
4200 · Rental Income	$1,350	$1,000	35.0%	$11,758	$9,000	$2,758	30.6%
4300 · Investment Income	$8	$1	959.7%	$420	$64	$356	559.0%
4400 · Misc. Income	$6,300	$0	#DIV/0!	$8,659	$0	$8,659	#DIV/0!
4600 · Restaurant Income	$6,000	$6,000	0.0%	$54,000	$54,000	$0	0.0%
Total Other Revenue	**$13,658**	**$7,001**	**95.1%**	**$98,836**	**$87,064**	**$11,773**	**13.5%**
TOTAL REVENUE	**$85,665**	**$71,320**	**20.1%**	**$1,074,296**	**$1,035,907**	**$38,389**	**3.7%**
EXPENSE							
5000 · PERSONNEL EXPENSE							
5010 · Management Salary	$12,189	$11,484	-6.1%	$109,642	$103,353	-$6,289	-6.1%
5030 · Operations	$5,998	$2,276	-163.6%	$86,106	$75,195	-$10,911	-14.5%
5040 · Operations O/T		$0	#DIV/0!	$254	$0	-$254	#DIV/0!
5050 · Course Personnel	$23,638	$24,698	4.3%	$215,183	$222,280	$7,097	3.2%
5060 · Course Personnel O/T	$62	$97	35.7%	$1,169	$2,521	$1,353	53.6%
5070 · Seasonal Personnel	$7,117	$3,194	-122.8%	$67,947	$43,640	-$24,307	-55.7%
5080 · Seasonal Personnel O/T	$100	$16	-530.8%	$1,236	$437	-$799	-182.6%
Total 5000 · PERSONNEL EXPENSE	**$49,104**	**$41,763**	-17.6%	**$481,537**	**$447,427**	**-$34,110**	-7.6%
5200 · EMPLOYEE BENEFITS							
5210 · Payroll Taxes	$3,827	$3,993	4.1%	$42,674	$40,479	-$2,195	-5.4%
5230 · State Unemployment	$2,380	$2,334	-1.9%	$16,846	$14,639	-$2,207	-15.1%
5250 · Health Insurance	$4,422	$4,274	-3.4%	$35,999	$38,469	$2,470	6.4%
5260 · Workmans Compensation	$924	$1,195	22.7%	$11,155	$10,752	-$403	-3.7%
5270 · Retirement Plans	$392	$330	-18.8%	$3,879	$2,496	-$1,383	-55.4%
Total 5200 · EMPLOYEE BENEFITS	**$11,944**	**$12,126**	1.5%	**$110,553**	**$106,835**	**-$3,717**	-3.5%
5400 · ADMINISTRATIVE EXPENSES							
5420 · Telephone	$898	$510	-76.0%	$4,294	$4,593	$299	6.5%
5430 · Professional Fees	$4,675	$2,436	-91.9%	$45,401	$22,350	-$23,050	-103.1%
5440 · Office Expense	$858	$986	13.0%	$12,564	$11,780	-$784	-6.7%
5441 · Bank Charges	$35	$87	59.8%	$406	$1,119	$714	63.8%
5442 · Credit Card Fees	$361	$126	-186.4%	$19,926	$15,337	-$4,589	-29.9%
5445 · Postage		$0	#DIV/0!	$29	$58	$29	50.4%
5450 · Training and Dues	$195	$0	#DIV/0!	$4,046	$2,237	-$1,808	-80.8%
5460 · Outside Services		$0	#DIV/0!		$3,468	$3,468	100.0%
5461 · Authority Secretarial Services	$120	$266	54.8%	$2,050	$1,445	-$605	-41.8%
5469 · Other Outside Services	$251	$180	-39.7%	$2,961	$3,224	$263	8.2%
5470 · Other Admin/Mktng	$4,800	$1,639	-193.0%	$14,399	$14,748	$349	2.4%
5480 · Utilities	$2,629	$1,950	-34.8%	$25,116	$23,502	-$1,614	-6.9%
5490 · Water	$132	$20	-545.2%	$929	$660	-$270	-40.9%
Total 5400 · ADMINISTRATIVE EXPENSES	**$14,955**	**$8,200**	-82.4%	**$132,121**	**$104,523**	**-$27,598**	-26.4%
5500 · DEBT SERVICE AND INSURANCE							

Oak Hills Park Authority
2015 Actual vs. Budget

	Mar Act	Mar Bud	Var	YTD Act	YTD Bud	Var $	Var %
5500 · Liability Insurance	$3,832	$3,870	1.0%	$38,383	$35,059	-$3,324	-9.5%
5510 · Security	$0	$0	#DIV/0!	$0	$0	$0	#DIV/0!
5520 · Interest	$214	$655	67.3%	$3,486	$5,897	$2,411	40.9%
Total 5500 · DEBT SERVICE AND INSURANCE	**$4,046**	**$4,525**	10.6%	**$41,868**	**$40,956**	**-$912**	-2.2%
5700 · PARK MAINTENANCE							
5710 · Water	$0	$228	100.0%	$59,137	$33,196	-$25,941	-78.1%
5720 · Heating Fuel	$997	$3,935	74.7%	$8,860	$21,336	$12,476	58.5%
5730 · Grounds Maintenance	$9,023	$1,688	-434.6%	$24,389	$19,974	-$4,415	-22.1%
5740 · Tree Maintenance	$0	-$50	100.0%	$0	$2,975	$2,975	100.0%
5751 · Agriculture&Chemicals-Purch	$60,223	$20,339	-196.1%	$83,671	$46,749	-$36,922	-79.0%
5752 · Agriculture/Chemicals Utilized	-$56,165	-$16,717	-236.0%	-$39,544	$6,519	$46,063	706.6%
5760 · Irrigation Maintenance	$198	$291	31.9%	$4,369	$5,232	$863	16.5%
5770 · Consumable Tools	$0	$288	100.0%	$1,425	$1,183	-$242	-20.5%
5780 · Tee and Green Supplies	$3,870	$991	-290.7%	$4,540	$2,244	-$2,296	-102.3%
5795 · Janitorial Supplies	$248	$0	#DIV/0!	$1,725	$2,165	$440	20.3%
Total 5700 · PARK MAINTENANCE	**$18,394**	**$10,991**	-67.4%	**$148,571**	**$141,572**	**-$6,999**	-4.9%
5800 · PARK EQUIPMENT							
5800 · Equipment Maintenance	$3,945	$2,170	-81.8%	$30,693	$25,797	-$4,896	-19.0%
5810 · Equipment Rental	$2,506	$0	#DIV/0!	$34	$0	-$34	#DIV/0!
5820 · Building Maintenance	$0	$347	100.0%	$21,927	$14,437	-$7,490	-51.9%
5840 · Small Equipment	$154	$0	#DIV/0!	$442	$530	$89	16.7%
5860 · Gasoline/Diesel Fuel	$2,301	$0	#DIV/0!	$11,038	$13,825	$2,787	20.2%
5880 · Employee work clothes	$0	$0	#DIV/0!	$0	$0	$0	#DIV/0!
Total 5800 · PARK EQUIPMENT	**$8,906**	**$2,517**	-253.8%	**$64,134**	**$54,590**	**-$9,544**	-17.5%
6000 · CART EXPENSE							
6010 · Cart Lease Expense	$0	$0	#DIV/0!	$28,031	$28,227	$196	0.7%
6020 · Electricity	$419	$225	-86.3%	$8,646	$7,847	-$800	-10.2%
6030 · Maintenance	$99	$22	-345.7%	$4,955	$1,539	-$3,416	-222.0%
6050 · Cart Insurance	$400	$400	0.0%	$3,600	$3,600	$0	0.0%
6060 · Misc. Cart Expense	$0	$0	#DIV/0!	$0	$0	$0	#DIV/0!
Total 6000 · CART EXPENSE	**$917**	**$647**	-41.8%	**$45,232**	**$41,212**	**-$4,019**	-9.8%
7001 · Uncategorized Expenses							
TOTAL OPERATIONAL EXPENSE	**$108,266**	**$80,770**	-34.0%	**$1,024,016**	**$937,116**	**-$86,900**	-9.3%
TOTAL OPERATIONAL NET INCOME	**-$22,602**	**-$9,449**	139.2%	**$50,280**	**$98,792**	**-$48,511**	-49.1%
Restructured Debt	$4,762	$13,471	64.6%	$49,564	$121,235	$71,672	59.1%
Capital Funding $150k	$175	$1,384	87.4%	$1,606	$12,459	$10,853	87.1%
$150K Operating Debt	$194	$1,384	86.0%	$1,674	$12,459	$10,785	86.6%
Escrow Funding			#DIV/0!			$0	#DIV/0!
Commercial Debt Service	$1,362	$5,503	75.2%	$27,269	$49,526	$22,257	44.9%
Loan Repayment	**$6,493**	**$21,742**	70.1%	**$80,112**	**$195,679**	**$115,567**	59.1%
NET INCOME BEFORE CAPITAL EXPENSES	**-$29,094**	**-$31,192**	-6.7%	**-$29,832**	**-$96,887**	**$67,056**	69.2%
8000 · OTHER EXPENSE							
8000 · Depreciation/Amortization							
8000 · Depreciation/Amortization Non Cash							
8001 · Capital projects	$21,315	$4,167	-411.6%	$53,361	$37,500	-$15,861	-42.3%
Contingency							
Total 8000 · OTHER EXPENSE	$21,315	$4,167	-411.6%	$53,361	$37,500	-$15,861	-42.3%
NET INCOME	**-$50,409**	**-$35,358**	42.6%	**-$83,193**	**-$134,387**	**$51,194**	38.1%

NORWALK

DEPARTMENT OF FINANCE

Accounting & Treasury

MEMORANDUM

DATE: April 28, 2016

TO: The Members of the Common Council
The Members of the Board of Estimate & Taxation

FROM: Frederic Gilden, Comptroller

RE: FY 2016-17 Capital Budget Bond Authorization

Attached is a resolution prepared by bond counsel necessary to implement the FY 2016-17 capital budget that was approved by the Common Council on April 12, 2016. This resolution authorizes capital appropriations totaling $29,034,000 (the gross amount of the approved FY 2016-17 capital budget), and authorizes the issuance of $23,902,000 of general obligation bonds to finance these appropriations. The remaining balance of the appropriation totaling $5,132,000 will be finance from a combination of State grants ($632,000) and an available balance in fund net position within the WPCA Enterprise Fund ($4,500,000).

This resolution authorizes the City to sell general obligation tax-exempt bonds to finance these capital appropriations. Various provisions of the attached resolution are necessary to ensure compliance with State and Federal laws which govern the sale of debt by municipalities. The resolution provides for the use of a bond sale committee consisting of the President of the Common Council, Majority Leader, Minority Leader, and Finance Committee Chairman to approve all bond sales. This is the same bond sale procedure that has been used in the past.

POST OFFICE BOX 5125 125 EAST AVENUE NORWALK, CT 06856-5125 TELEPHONE 203-854-7715

RESOLUTION MAKING APPROPRIATIONS FOR VARIOUS PUBLIC IMPROVEMENTS AGGREGATING $29,034,000 FOR THE 2016-2017 CAPITAL BUDGET AND AUTHORIZING THE ISSUANCE OF $23,902,000 GENERAL OBLIGATION BONDS OF THE CITY TO MEET CERTAIN APPROPRIATIONS IN THE 2016-2017 CAPITAL BUDGET.

RESOLVED:

Section 1. Appropriations aggregating $29,034,000 are hereby made by the City of Norwalk, Connecticut (the "City") for each subtotal set forth opposite the City's departments and entities (herein collectively "Departments") below. Each Departmental subtotal shall constitute an appropriation to meet the estimated costs of the projects or purposes (the "Projects") specified for each Department, respectively, as follows:

Police		
Mobile Command Vehicle	$ 119,000	
Tactical Ballistic Helmets	18,000	
License Plate Reader System	30,000	
Subtotal - Police		$ 167,000
Fire		
Apparatus Replacement	550,000	
Various Stations: Repairs & Replacements	35,000	
Fire Truck Intercom Headsets	25,000	
Subtotal - Fire		610,000
Public Works		
Pavement Markings and Signage	300,000	
Projected Crosswalks / Warnings	50,000	
Perry Avenue Bridge Over Norwalk River	64,000	
Glover Avenue Bridge Improvements	300,000	
Fleet Replacement	650,000	
Pavement Management Program	5,750,000	
Norwalk River Valley Trail	300,000	
Sidewalk & Curbing	350,000	
Footpath Replacement	50,000	
General Drainage	250,000	
Watercourse Maintenance	617,000	
Southwind/Marlin Area Drainage System	125,000	
City Hall Repairs & Improvements	780,000	
Sidewalk & Curb - City Building & Property	20,000	
Various City Bldgs: General Capital Repairs	50,000	
Public Works Centers Repairs/Improvements	295,000	
Energy Conservation Various Locations	25,000	
Police Headquarters	98,000	
Ben Franklin Mechanical Upgrade	20,000	
Main Library Repairs and Improvements	35,000	
Environmental Remediation	20,000	
Alternative Energy Installation	20,000	
Tree Planting General	50,000	
Transfer Station - Repairs	70,000	
Subtotal - Public Works		10,289,000

Parking Authority		
Parking Facilities	756,000	
Revenue Control / Smart Parking	250,000	
Subtotal – Parking Authority		1,006,000
Water Pollution Control Authority		
Collection System Rehabilitation	1,000,000	
Solids Handling Facility	3,000,000	
WWTP Siphon Sluice Gates Rehabilitation	500,000	
Subtotal - WPCA		4,500,000
Board of Education		
Facilities Assessment Study Implementation	2,500,000	
WRMS Window/ Door Replacement	1,025,000	
District Building Management System	500,000	
District Paving, Concrete and Site Work	200,000	
District Technology	775,000	
Norwalk Early Childhood Center Playscape	150,000	
Capital Repairs and Replacements	200,000	
Asbestos Abatement Program	300,000	
Subtotal - Board of Education		5,650,000
Recreation & Parks		
Vehicles	118,000	
Veterans Memorial Park	1,000,000	
Brien McMahon Turf Fields Replacement	1,850,000	
Basketball & Tennis Courts	330,000	
School & Park Playgrounds	150,000	
Calf Pasture Beach	38,000	
Paving Sidewalk Projects	25,000	
Backstop & Fencing Improvements	50,000	
Tree Planting	50,000	
Wallace Bell Park Garage	25,000	
Open Space Fund	50,000	
Subtotal - Recreation & Parks		3,686,000
Library		
Strategic Plan	20,000	
Main Library Children's Rooms Renovation	66,000	
Norwalk Newspaper Digitization	21,000	
Main Library's North Entryway	61,000	
Subtotal - Library		168,000

Historical Commission			
	Mill Hill Master Plan - ADA Access	95,000	
	Lockwood Mathews Mansion Roof Repair	150,000	
	Lockwood House Museum ADA Access	100,000	
	WPA Murals	20,000	
	Lockwood Mathews Mansion Improvements	75,000	
	Museum Collection Archive	10,000	
	Mathews Park Buildings	15,000	
	Cemetery Conservation / Restoration	15,000	
	Barn/Smith Street Buildings	10,000	
Subtotal - Historical Commission			490,000
Redevelopment Agency			
	Wall Street Improvements	500,000	
	Choice Neighborhoods District	250,000	
	Affordable Housing	250,000	
	Transit Oriented Development	250,000	
	Facade Improvements	160,000	
Subtotal - Redevelopment Agency			1,410,000
Information Technology			
	Citywide IT Projects	383,000	
Subtotal - Information Technology			383,000
Health			
	Fire Monitoring and Alarm System	125,000	
Subtotal - Health			125,000
Human Relations & Fair Rent			
	ADA Compliance	250,000	
Subtotal - Human Relations & Fair Rent			250,000
Sixth Taxing District			
	Renovate Community Center	300,000	
Subtotal - Sixth District			300,000
Grand Total - Capital Budget 2016-17			**$29,034,000**

Section 2. To meet such portion of the appropriation for each Department not funded from other sources, a maximum of $23,902,000 bonds of the City are hereby authorized to be issued to fund the Projects set forth below:

Police			
	Mobile Command Vehicle	$ 119,000	
	Tactical Ballistic Helmets	18,000	
	License Plate Reader System	30,000	
Subtotal - Police			$ 167,000
Fire			
	Apparatus Replacement	550,000	
	Various Stations: Repairs & Replacements	35,000	
	Fire Truck Intercom Headsets	25,000	
Subtotal - Fire			610,000

Public Works		
Pavement Markings and Signage	300,000	
Projected Crosswalks / Warnings	50,000	
Perry Avenue Bridge Over Norwalk River	64,000	
Glover Avenue Bridge Improvements	300,000	
Fleet Replacement	650,000	
Pavement Management Program	5,118,000	
Norwalk River Valley Trail	300,000	
Sidewalk & Curbing	350,000	
Footpath Replacement	50,000	
General Drainage	250,000	
Watercourse Maintenance	617,000	
Southwind/Marlin Area Drainage System	125,000	
City Hall Repairs & Improvements	780,000	
Sidewalk & Curb - City Building & Property	20,000	
Various City Bldgs: General Capital Repairs	50,000	
Public Works Centers Repairs/Improvements	295,000	
Energy Conservation Various Locations	25,000	
Police Headquarters	98,000	
Ben Franklin Mechanical Upgrade	20,000	
Main Library Repairs and Improvements	35,000	
Environmental Remediation	20,000	
Alternative Energy Installation	20,000	
Tree Planting General	50,000	
Transfer Station - Repairs	70,000	
Subtotal - Public Works		9,657,000
Parking Authority		
Parking Facilities	756,000	
Revenue Control / Smart Parking	250,000	
Subtotal – Parking Authority		1,006,000
Board of Education		
Facilities Assessment Study Implementation	2,500,000	
WRMS Window/ Door Replacement	1,025,000	
District Building Management System	500,000	
District Paving, Concrete and Site Work	200,000	
District Technology	775,000	
Norwalk Early Childhood Center Playscape	150,000	
Capital Repairs and Replacements	200,000	
Asbestos Abatement Program	300,000	
Subtotal - Board of Education		5,650,000
Recreation & Parks		
Vehicles	118,000	
Veterans Memorial Park	1,000,000	
Brien McMahon Turf Fields Replacement	1,850,000	
Basketball & Tennis Courts	330,000	
School & Park Playgrounds	150,000	
Calf Pasture Beach	38,000	
Paving Sidewalk Projects	25,000	
Backstop & Fencing Improvements	50,000	
Tree Planting	50,000	

	Wallace Bell Park Garage	25,000	
	Open Space Fund	50,000	
Subtotal - Recreation & Parks			3,686,000
Library			
	Strategic Plan	20,000	
	Main Library Children's Rooms Renovation	66,000	
	Norwalk Newspaper Digitization	21,000	
	Main Library's North Entryway	61,000	
Subtotal - Library			168,000
Historical Commission			
	Mill Hill Master Plan - ADA Access	95,000	
	Lockwood Mathews Mansion Roof Repair	150,000	
	Lockwood House Museum ADA Access	100,000	
	WPA Murals	20,000	
	Lockwood Mathews Mansion Improvements	75,000	
	Museum Collection Archive	10,000	
	Mathews Park Buildings	15,000	
	Cemetery Conservation / Restoration	15,000	
	Barn/Smith Street Buildings	10,000	
Subtotal - Historical Commission			490,000
Redevelopment Agency			
	Wall Street Improvements	500,000	
	Choice Neighborhoods District	250,000	
	Affordable Housing	250,000	
	Transit Oriented Development	250,000	
	Facade Improvements	160,000	
Subtotal - Redevelopment Agency			1,410,000
Information Technology			
	Citywide IT Projects	383,000	
Subtotal - Information Technology			383,000
Health			
	Fire Monitoring and Alarm System	125,000	
Subtotal - Health			125,000
Human Relations & Fair Rent			
	ADA Compliance	250,000	
Subtotal - Human Relations & Fair Rent			250,000
Sixth Taxing District			
	Renovate Community Center	300,000	
Subtotal - Sixth District			300,000
Grand Total - Capital Budget 2016-17			**$23,902,000**

Section 3. Said bonds may be issued and sold, subject to final approval by the Committee (as defined and described below) in one or more series as determined by the Director of Finance in an amount necessary to meet the City's share of the cost of the Projects determined after considering the estimated amount of State and Federal grants-in-aid of the Projects, or the actual amounts thereof if this be ascertainable, and the anticipated times of the receipt of the proceeds thereof, provided that the total amount of bonds to be issued shall not be less than an amount which will provide funds sufficient with

other funds available for such purpose to pay the principal of and the interest on all temporary borrowings in anticipation of the receipt of the proceeds of said bonds outstanding at the time of the issuance thereof, and to pay for the administrative, financing, legal and other costs of issuance of such bonds. Subject to final approval by the Committee, the bonds of each series shall mature not later than the maximum maturity permitted by the General Statutes of Connecticut, as amended from time to time (the "Connecticut General Statutes"), and may be issued subject to earlier redemption by the City. The bonds of each series shall be in the denomination of $1,000 or a whole multiple thereof, be issued in fully registered form, be executed in the name and on behalf of the City by the manual or facsimile signatures of the Mayor, Comptroller and the Director of Finance, bear the City seal or a facsimile thereof, be payable at a bank or trust company designated by the Director of Finance, be certified by such bank or trust company, which bank or trust company may also be designated as the registrar and transfer agent, and be approved as to their legality by Pullman & Comley, LLC, Attorneys at Law. The bonds shall be general obligations of the City and each of the bonds shall recite that every requirement of law relating to its issue has been duly complied with, that such bond is within every debt and other limit prescribed by law, and that the full faith and credit of the City are pledged to the payment of the principal thereof and the interest thereon. The Common Council hereby delegates to the Mayor and the Director of Finance, subject to the final approval of the President of the Common Council, the Majority Leader of the Common Council, the Minority Leader of the Common Council, and the Chairman of the Finance Committee of the Common Council, or any two of them (the "Committee"), the authority to determine the number of series to be issued, the principal amount of the bonds of each series to be issued, the annual installments of principal, redemption provisions, if any, and other terms, details and particulars of such bonds including the rate or rates of interest payable thereon and the terms of any purchase agreement executed in connection with the sale of the bonds in a negotiated underwriting.

Section 4. Said bonds shall be sold by the Mayor and Director of Finance in a competitive offering or by negotiation, in their discretion. If sold in a competitive offering, the bonds shall be sold at not less than par and accrued interest on the basis of the lowest net or true interest cost to the City. If the bonds are sold by negotiation, the purchase agreement shall be signed by the Mayor and the Finance Director, subject to the final approval by the Committee. The Mayor and the Director of Finance are authorized to prepare and distribute preliminary and final Official Statements of the City for use in connection with the offering and sale of any bonds.

Section 5. The Mayor and the Director of Finance are authorized to make temporary borrowings in anticipation of the receipt of the proceeds of said bonds. Notes evidencing such borrowings shall be in such denominations, bear interest at such rate or rates and be payable at such time or times as shall be determined by the Mayor and the Director of Finance, be executed in the name of the City by the manual or facsimile signatures of the Mayor and the Director of Finance, have the City seal or a facsimile thereof affixed, be certified by a bank or trust company designated by the Director of Finance, and be approved as to their legality by Pullman & Comley, LLC as bond counsel. Such notes shall be issued with maturity dates which comply with the provisions of the Connecticut General Statutes governing the issuance of such notes, as the same may be amended from time to time. The notes shall be general obligations of the City and each of the notes shall recite that every requirement of law relating to its issue has been duly complied with, that such note is within every debt and other limit prescribed by law, and that the full faith and credit of the City are pledged to the payment of the principal thereof and the interest thereon. The net interest cost on such notes, including renewals thereof, and the expense of preparing, issuing and marketing them, to the extent paid from the proceeds of such renewals or said bonds, shall be included as a cost of the capital improvements for the financing of which said notes were issued. Upon the sale of the bonds, the proceeds thereof, to the extent required, shall be applied forthwith to the payment of the principal of and the interest on any such notes then outstanding or shall be deposited with a bank or trust company in trust for such purpose.

Section 6. In connection with the issuance of any bonds or notes authorized herein, the City may exercise any power delegated to municipalities pursuant to Section 7-370b, as may be approved and executed by the Mayor and the Director of Finance, including the authority to enter into agreements moderating interest rate fluctuation, provided any such agreement or exercise of authority shall be subject to final approval by the Committee.

Section 7. To meet any portion of the costs of such projects determined by the State of Connecticut Department of Energy and Environmental Protection to be eligible for funding under Section 22a-475 et seq. of the Connecticut General Statutes, as the same may be amended from time to time (the "Clean Water Fund Program"), the City is authorized and may issue interim funding obligations in anticipation of project loan obligations and project loan obligations ("Clean Water Fund Obligations") in such denominations as the Mayor and Director of Finance shall determine. The Mayor and Director of Finance are hereby authorized to determine the amount, date, maturity, interest rate, form and other details and particulars of such Clean Water Fund Obligations, subject to the provisions of the Clean Water Fund Program, and the Mayor, Director of Finance and Treasurer are authorized to execute and deliver the same. Said Clean Water Fund Obligations shall be secured as to both principal and interest by (i) a pledge of revenues to be derived from sewage system use and/or connection charges, benefit assessments, or both, (ii) the full faith and credit of the City, or (iii) any combination of (i) and (ii) above. The Mayor is hereby authorized to execute and deliver to the State in the name of and on behalf of the City Project Loan and Project Grant Agreements under the Clean Water Fund Program.

Section 8. Any appropriation, or portion thereof, not required, in the determination of the Common Council, for any Department set forth in Section 1, may be transferred by resolution of the Common Council to any other Department of the City.

Section 9. The City hereby expresses its official intent pursuant to §1.150-2 of the Federal Income Tax Regulations, Title 26 (the "Regulations"), to reimburse expenditures paid sixty days prior to and any time after the date of passage of this resolution in the maximum amount and for the Projects with the proceeds of bonds, notes, or other obligations ("Tax Exempt Obligations") authorized to be issued by the City. The Tax Exempt Obligations shall be issued to reimburse such expenditures not later than 18 months after the later of the date of the expenditure or the substantial completion of the Projects, or such later date the Regulations may authorize. The City hereby certifies that the intention to reimburse as expressed herein is based upon its reasonable expectations as of this date. The Director of Finance or his designee is authorized to pay project expenses in accordance herewith pending the issuance of Tax Exempt Obligations. The Director of Finance is authorized to amend such expression of official intent to bind the City pursuant to such changes he deems necessary or advisable to maintain the continued exemption from federal income taxation of interest on the Tax Exempt Obligations.

Section 10. The Mayor and Director of Finance are hereby authorized, on behalf of the City, to enter into agreements or otherwise covenant for the benefit of bondholders to provide information on an annual or other periodic basis to the Municipal Securities Rulemaking Board (the "MSRB") and to provide notices to the MSRB of material events as enumerated in Securities and Exchange Commission Exchange Act Rule 15c2-12, as amended, as may be necessary, appropriate or desirable to effect the sale of the bonds and notes authorized by this resolution. Any agreements or representations to provide information to the MSRB made prior hereto are hereby confirmed, ratified and approved.

Section 11. The Mayor and Director of Finance are hereby authorized, on behalf of the City, to enter into any other agreements, instruments, documents and certificates, including tax and investment agreements, for the consummation of the transactions contemplated by this resolution. The Mayor is hereby authorized, on behalf of the City, to apply for and accept any and all Federal and State loans and/or grants-in-aid of the Projects, to expend said funds in accordance with the terms hereof, and in connection therewith to contract in the name of the City with engineers, contractors and others.

NORWALK
on the move

DEPARTMENT OF FINANCE

Accounting & Treasury

MEMORANDUM

DATE: April 28, 2016

TO: The Members of the Common Council
The Members of the Board of Estimate & Taxation

FROM: Frederic Gilden, Comptroller Frederic J Gilden

RE: Authorization for Refunding Bonds

Attached is a resolution prepared by bond counsel necessary to refund certain current bonds. We are currently evaluating several proposals to refund which may or may not finally occur. One has a cash flow savings of $309,000 on $11 million of bonds. The other option is cash flow savings of another $300,000 on $8.9 million of bonds. Our financial advisor constantly looks at refunding possibilities and we may need to act on refunding opportunities quickly so we are asking for the maximum potential bonds of $47,500,000 that can be refunded through December 31, 2016.

The resolution provides for the use of a bond sale committee consisting of the President of the Common Council, Majority Leader, Minority Leader, and Finance Committee Chairman to approve all bond sales. This is the same bond sale procedure that has been used in the past.

RESOLUTION WITH RESPECT TO THE AUTHORIZATION, ISSUANCE AND SALE OF UP TO $47,500,000 CITY OF NORWALK GENERAL OBLIGATION REFUNDING BONDS

RESOLVED:

Section 1. A maximum amount of $47,500,000 General Obligation Refunding Bonds (the "Refunding Bonds") of the City of Norwalk, Connecticut (the "City") may be issued and sold, subject to final approval by the Committee (as defined and described below), in one or more series, in such principal amounts, as the Mayor and the Director of Finance shall determine to be in the best interest of the City for the purpose of achieving net present value savings and/or to moderate debt service payments. The Refunding Bonds are hereby authorized to refund all or any portion of any one or more series of the City's outstanding General Obligation Bonds (the "Refunded Bonds"). Subject to final approval by the Committee, each series of Refunding Bonds shall mature in such amounts and on such date or dates as shall be determined by the Mayor and the Director of Finance, provided that no Refunding Bonds shall mature later than the final maturity date of the last maturity of any Refunded Bonds being refunded by such series. The Refunding Bonds shall be executed in the name and on behalf of the City by the manual or facsimile signatures of the Mayor, the Comptroller, and the Director of Finance, bear the City seal or a facsimile thereof, and be approved as to their legality by Pullman & Comley, LLC, Bond Counsel. The Refunding Bonds shall be general obligations of the City and each of the Refunding Bonds shall recite that every requirement of law relating to its issue has been duly complied with, that such bond is within every debt and other limit prescribed by law, and that the full faith and credit of the City are pledged to the payment of the principle thereof and interest thereon. The net proceeds of the sale of the Refunding Bonds, after payment of the underwriter's discount and other costs of issuance, shall be deposited in an irrevocable escrow account in an amount sufficient to pay the principal of, interest and redemption premium, if any, due on the Refunded Bonds to maturity or earlier redemption pursuant to the plan of refunding. The Mayor and the Director of Finance are authorized to appoint an escrow agent and other professionals, including the certifying, paying, registrar and transfer agent for the Refunding Bonds, and to execute and deliver any and all escrow, investment and related agreements necessary to provide for any debt service or redemption payments on the Refunded Bonds and to provide for the transaction contemplated hereby. The Common Council hereby delegates to the Mayor and the Director of Finance, subject to the final approval of the President of the Common Council, the Majority Leader of the Common Council, the Minority Leader of the Common Council, and the Chairman of the Finance Committee of the Common Council, or any two of them (the "Committee"), the authority to determine the number of series to be issued, the principal amount of the Refunding Bonds of each series to be issued, the annual installments of principal, redemption provisions, if any, and other terms, details and particulars of such Refunding Bonds including the rate or rates of interest payable thereon and the terms of any purchase agreement executed in connection with the sale of the Refunding Bonds in a negotiated underwriting.

Section 2. The Refunding Bonds shall be issued and sold either in a negotiated underwriting or a competitive offering, at such time or times as the Mayor and the Director of Finance shall determine to be the most opportune for the City. If sold in a competitive offering, the Refunding Bonds shall be sold at not less than par and accrued interest on the basis of the lowest net or true interest cost to the City. If the Refunding Bonds are sold by negotiation, the purchase agreement shall be signed by the Mayor and the Finance Director, subject to the final approval of the Committee. The Mayor and the Director of Finance, are authorized to prepare and distribute preliminary and final Official Statements of the City for use in connection with the offering and sale of any Refunding Bonds, and they are hereby authorized to execute and deliver on behalf of the City, a continuing disclosure agreement, a tax regulatory agreement, agreements moderating interest rate fluctuation pursuant to Section 7-370b subject to final approval by the Committee, and such other agreements, instruments, documents and certificates necessary or desirable for the issuance of the Refunding Bonds and the debt service or redemption payments on the Refunded Bonds.

Section 3. This resolution shall be effective until December 31, 2016.

Gilden, Frederic

From: Bill Lindsay <bill.lindsay@ibicllc.com>
Sent: Tuesday, March 08, 2016 1:47 PM
To: Gilden, Frederic
Subject: Refunding Resolution

Hi Fred,

The aggregate amount for the resolution should be $47,500,000 rounding up for issuance costs. That would include all of the callable maturities of the City's 2012, 2013 and 2014 series. Not all of those maturities are in the money but that amount would provide the most financial flexibility. The breakdown is as follows:

- 2012 Series - $21,650,000
- 2013 Series - $15,000,000
- 2014 Series - $10,600,000

Let me know if you have any questions.

Bill

Bill Lindsay, C.I.P.M.A
Director
Independent Bond & Investment Consultants, LLC
129 Samson Rock Drive, Suite A
Madison, CT 06443
(203)-245-9603 phone
(203)-245-7763 fax
bill.lindsay@ibicllc.com

Email from City's Financial Advisor