FINANCE/CLAIMS COMMITTEE MEETING
Thursday, March 14, 2019, 7:00 P. M.

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

1. Call to Order
2. Roll Call
3. Public Participation
4. Approve the Minutes of the following Finance Committee Meetings:
   (a) February 14, 2019 – Regular Meeting
   (b) February 21, 2019 – Special Meeting
5. Claims Committee: receive the monthly Claims Report; review and approve claims as required for Claims Report dated:
   (a) March 14, 2019
6. Narrative on Tax Collections dated March 14, 2019 – Receive Report and discuss.
7. Monthly Tax Collector's Reports dated February 28, 2019 – Receive Report and discuss:
8. Receive Board of Estimate & Taxation Appropriations dated – March 4, 2019.
   a. RESOLVED that a sum not to exceed $8,246 be and the same is hereby transferred to the Police Department Special Services division. The funds will be allocated to Revenues (Account #0143010-4807) and expenditure account (Account #013042-5327).
   b. RESOLVED that a sum not to exceed $68,000 be and the same is hereby transferred from Contingency (Account #019600-5900) to the Operations and Public Works Department to cover Salt and Chemical Supplies (Account #014025-5322).
9. Resolution: Approve a special capital appropriation in the amount of $188,413 to the Recreation & Parks Dept. to fund the purchase and installation equipment at the corner of Day and Raymond Streets. (0919-6030-5777-C0364).
10. Resolution: Approve a special capital appropriation in the amount of $67,500 to the Historical Commission for water line replacement at Mathews Park. (0919-6310-5777-C0132).
11. Resolution: Authorize the issuance of $67,500 of General Obligation Bonds of the City of Norwalk to fund the Historic Commission appropriation for water line replacement at Mathews Park.
12. Receive Oak Hills Authority monthly Financial Statements for January 31, 2019.
13. Receive Oak Hills Authority Audited Financial Report for Fiscal Year 2018.
14. Adjournment.

CITY OF NORWALK
FINANCE/CLAIMS COMMITTEE
FEBRUARY 14, 2019

ATTENDANCE: Gregory Burnett, Chair; Ernest Dumas; Douglas Hempstead; John Igneri; Nicholas Sacchinelli

STAFF: Thomas Hamilton, Finance Director, Board of Education and acting Finance Director, City of Norwalk; Drew Berndlmaier, Senior Engineer; Lisa Biagiarelli, Tax Collector; Angela Fogel, Director, Management and Budgets; Chitsamay Lam, Comptroller

1. CALL TO ORDER

Mr. Burnett called the meeting to order at 7:03 p.m.

2. ROLL CALL

Mr. Burnett called the Roll. A Quorum was present.

Mr. Burnett explained that items 10 and 11 were removed from the agenda because they were already discussed at last evening's Common Council meeting.

3. PUBLIC PARTICIPATION

There were no members of the public present this evening.

4. APPROVE THE MINUTES OF THE FOLLOWING FINANCE COMMITTEE MEETINGS

January 14, 2019

Page 6: sixth paragraph, sentence should read – Mr. Bovilsky repeated his earlier request that Mr. Dumas not wait several days before letting the Housing Authority…

** **MR. HEMPSTEAD MOVED TO APPROVE THE MINUTES AS CORRECTED**
** **MOTION PASSED UNANIMOUSLY**

5. **CLAIMS COMMITTEE: RECEIVE THE MONTHLY CLAIMS REPORT; REVIEW AND APPROVE CLAIMS AS REQUIRED FOR CLAIMS REPORT DATED: FEBRUARY 14, 2019**

Ms. Biagiarelli explained there was a special request due to the dollar amount. It was a duplicate payment.

** **MR. HEMPSTEAD MOVED TO APPROVE THE SPECIAL REQUEST FOR $11,405.44 FOR CORELOGIC TAX SERVICE**
** **MOTION PASSED UNANIMOUSLY**

6. **NARRATIVE ON TAX COLLECTIONS DATED FEBRUARY 14, 2019 – RECEIVE REPORT AND DISCUSS**

7. **MONTHLY TAX COLLECTOR'S REPORT – RECEIVE REPORTS AND DISCUSS: JANUARY 31, 2019**

Ms. Biagiarelli reviewed the reports and explained they were behind in collections compared to last year; however, they took in a lot of payments during the first week of February and those payments are not shown in this report. In addition, they had a lot of payments at the end of the last fiscal year because people paid early to take advantage of the tax deduction before the federal tax law changed.

Ms. Biagiarelli asked the Committee members to not be alarmed when a "demand" notice is sent. The term "demand" is not an attempt to be rude but is a technical term.

The redemption period for last July's tax sale ended and they ended up selling 14 properties and seven of those properties were redeemed. The point of the tax sale is to collect taxes. The excess fund collected were turned over to the Superior Court. Ms. Biagiarelli said they will start working on the next tax sale in the fall.

During the month of February, they will have a better idea if they will be closer to the 99% collection rate.

The Committee accepted both reports.

8. OPERATIONS AND PUBLIC WORKS SPECIAL CAPITAL APPROPRIATION

Mr. Berndlmaier reviewed the special capital appropriation request for a new sidewalk along Wilson Avenue. Mr. Hempstead asked if any accounts have outstanding balances. Ms. Fogel said Mr. Barron worked with Mr. Gilden to clear up the accounts.

Mr. Berndlmaier said that it is rare to propose new sidewalks. He said the design was approved by the State and that is what he ran his cost estimate from. Mr. Igneri said this started when they began the Safe Routes to School initiative. He said the Sixth Taxing District has been fighting for this for a long time.

Mr. Sacchinelli said that residents have been turned away when they have requested new sidewalks because they were told the City does not create new sidewalks. Mr. Berndlmaier said this is the only new sidewalk project he is aware of.

**** MR. IGNERI MOVED TO APPROVE SPECIAL CAPITAL APPROPRIATIONS TOTALING $75,000 TO INCREASE THE AVAILABLE FUNDS FOR SIDEWALK AND CURBING PROJECT 09194021-5777 C0318 AND AUTHORIZING THE ISSUANCE OF $75,000 OF GENERAL OBLIGATION BONDS OF THE CITY OF NORWALK TO MEET SAID APPROPRIATION**

**** MOTION PASSED UNANIMOUSLY**

9. PRESENTATION OF THE FY 2019-2020 RECOMMENDED OPERATING BUDGET

Mr. Burnett said this presentation was made to the Board of Estimate and Taxation and the Common Council. This evening's presentation is an opportunity for the Finance/Claims Committee to review the recommended operating budget.

Ms. Foley gave a Power Point presentation of the 2019/2020 recommended operating budget. She said a $6 million fund balance transfer is recommended.

Mr. Hamilton explained that the State had an MBR that says municipalities are required to appropriate as much funding in a subsequent budget as they appropriate in the current budget.

Mr. Hempstead asked if there is enough in the Rainy Day fund if they draw down this year and will there be enough to draw down next year. Mr. Hamilton recommended that the City consider using a step down approach and bring the fund balance down between $12 - $15 million. At this point the City has a $60 million fund balance. The Rainy Day fund can be used for what the appropriating bodies deem appropriate.

Mr. Hempstead requested the sheet showing the tax impact table with the step graph.

Ms. Fogel said the total tax levy is a 3.3% increase over last year and is within historical ranges. The Board of Education budget increase is 3.0%.

Mr. Hamilton explained that the Board of Education is working on identifying where they can make $1.8 million in cuts and said there may be some programmatic cuts. Mr. Hempstead asked if they anticipate any surplus that can be applied to offset any expenses. Mr. Hamilton said there is nothing left in the health care budget because they moved to the State plan.

Mr. Hamilton distributed a chart showing AAA municipalities in CT and said that Norwalk is at or near the top in terms of total fund balances. He said Norwalk is in the middle of an historical investment in the educational system and he expects the rate of increases in the Board of Education funding to come down in a few years. He said it is reasonable to draw down on the fund balance and that $45 million in the fund balance would be sufficient.

Mr. Sacchinelli asked if they would have funds available in the event of a disaster. Mr. Hamilton said that FEMA historically reimburses the City for expenses in response to natural disasters. In addition, the City has insurance that covers City buildings.

It is up to the City to determine how much they feel can be drawn down from the fund balance. Mr. Hamilton said the City has an advantage because it has a very stable and diverse tax base and does not rely on one corporation. The fact that the City does not get much State aid means it is not subject to cuts in that State aid. Only about 5% of the budget comes from State aid.

Mr. Burnett requested a chart showing four different amounts coming out of the fund balance and the impact those amounts would have on the 2019/2020 budget.

Mr. Hempstead asked about the driver for employee benefits. Mr. Hamilton explained the underlying trend in health insurance is a 7 ½ - 8% increase.

Mr. Burnett announced a public hearing on Thursday, February 21, 2019 at 6:30 p.m. in the concert hall.

10. **OAK HILLS SPECIAL APPROPRIATION**

Discussed at last evening's special Common Council meeting.

11. **RECEIVE OAK HILLS AUTHORITY MONTHLY FINANCIAL STATEMENTS FOR DECEMBER 31, 2018.**

Discussed at last evening's special Common Council meeting.

Mr. Burnett said they will have a final audit report for Oak Hills by the next meeting.

12. **ADJOURNMENT**

**** MR. IGNERI MOVED TO ADJOURN**
**** MOTION PASSED UNANIMOUSLY**

There was no further business and the meeting was unanimously adjourned at 8:36 p.m.

Respectfully submitted,

Rosemarie Lombardi
Telesco Secretarial Services

CITY OF NORWALK
FINANCE/CLAIMS COMMITTEE
PUBLIC HEARING AND SPECIAL MEETING
FEBRUARY 21, 2019

ATTENDANCE: Gregory Burnett, Chair; Ernest Dumas; John Igneri; John Kydes; Thomas Livingston; Nicholas Sacchinelli; Darlene Young; Douglas Hempstead (6:55)

STAFF: Thomas Hamilton, Finance Director, Board of Education and acting Finance Director, City of Norwalk; Angela Fogel, Director, Management and Budgets; Chitsamay Lam, Comptroller

PUBLIC HEARING

Public Hearing on Fiscal year 2019/2020 Operating Budget

Mr. Burnett opened the public hearing at 6:36 p.m. He said he looked forward to listening to comments. He said the goal is to keep the tax rate as low as possible by allocating only those funds necessary to maintain or improve services. The plan is to draw down from the Rainy-Day fund for one time expenditures. He said it was essential that this draw down does not impact the City's AAA bond rating.

Mr. Burnett wished the Lady Bears well as they go for the FCIAC championship.

Public participation comments are not verbatim and represent a summarization of statements unless otherwise noted.

Mr. Burnett said he would give Ms. Lauricella additional time to speak since she was the only member of the public present.

Ms. Diane Lauricella said she was disappointed that there were not more people present this evening. She said she was here to share insight on the question of the Cap but noted she did not have time to read the 347 pages of the budget document.

Ms. Lauricella asked the Committee to reduce the cap and said she is lobbying to reduce expenditures. She asked that the document reflect Ms. Young's name instead of Mr. Simms'.

Ms. Lauricella said there is a lot of happy talk related to the status of people living in Norwalk; however, it should reflect it has a middle income population. The revenue side of the budget neglects the potential of grants. She said she continues to be concerned about the lack of a full time Grants Writer. Norwalk should be looking at such items as clean energy grants and green infrastructure grants. Ms. Lauricella said she asked the director of Planning and Zoning to ask for a special appropriation for a robust sustainability program that would include a sustainability consultant.

Ms. Lauricella said the City could do better on the revenue side and that is why she does not recommend raising the cap. She added that she would be advocating for the Board of Education. She asked if efforts have been made to reduce the use of energy.

There were no other members of the public present and Mr. Burnett closed the public hearing at 6:47 p.m.

CALL TO ORDER

Mr. Burnett called the special meeting of the Finance/Claims Committee to order at 6:47 p.m.

ROLL CALL

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

FISCAL YEAR 2019-2020 OPERATING BUDGET; CAP REVIEW AND DISCUSSION, AND RECOMMENDATION

Ms. Fogel gave a power point presentation showing the incremental analysis and the impact on property taxes for a single-family home. Mr. Burnett asked her to send the chart showing the decreases to the Committee. Ms. Fogel explained that the tax payers, except for those in the Third Taxing District will see a reduction in their taxes. A million dollar decrease in the budget would show a greater reduction to the tax payers.

Mr. Sacchinelli asked in regard to the $6 million draw down, if it has been the practice to earmark that money for a single use item.

Mr. Hempstead joined the meeting at 6:55 p.m.

Mr. Hamilton explained that the issue of the fund balance rests with the Board of Estimate and Taxation. Mr. Sacchinelli asked if it is the practice of the Board of Estimate and Taxation to ear mark the funds for one time use. Mr. Hamilton said the funds become part of the general fund. He said the Board of Estimate and Taxation could create a resolution to ear mark those funds or they could devise a way to put guardrails around those funds, but that is difficult since those funds would be in the general fund. Mr. Kydes said that this level of draw down for him, is cause for concern.

Mr. Burnett said that the Common Council does not have line item control over the approved budget. The $2.3 million is going into the general Board of Education account. He asked if there was a way the Common Council could put boundaries around those funds to be sure they are used for one-time expenses as opposed to going into the general fund. Mr. Hamilton said State law is that the Board of Education has line item control over their budget.

Mr. Hamilton discussed the option of creating an MOU between the City and the Board of Education, but said he did not know if the Board of Education and the Superintendent would be open to that.

Mr. Hempstead asked Mr. Hamilton what was being removed from the original Board of Education budget request. Mr. Hamilton said they are still working on the list of cuts. They are focusing on the Central Office. In addition, they may apply a small amount to the school allocation.

Mr. Hempstead noted that the one-time expenditures will not go away and will be the baseline for next year. He commented that part of what is helping the impact is the growth of the grand list and the draw down from the fund balance. He agreed that the fund balance was too high and suggested taking $7 million off the top and fund the school system.

Mr. Hamilton said the Common Council does not make the determination on the fund balance; they set the expenditure cap. They can; however, make a recommendation, but the Board of Estimate and Taxation is charged with setting the mill rate and the budget.

Mr. Burnett said this discussion has been helpful. He asked Mr. Hamilton for his recommendation for the next budget cycle. Mr. Hamilton said his thought is that they could take between $10 - $12 million out of the fund balance over the next few years. He said the fund balance could grow during that time. He noted that the building permit revenues already exceeded the budget.

Mr. Kydes said he was hesitant to believe that revenues will come in to offset the costs. He asked if all City department budgets, except for the Board of Education, were coming in flat minus contractual obligations. Mr. Hamilton said that the reality is that since the end of the great recession, the City has out performed its budget and the City's fund balance grew to $60 million since the end of the great recession.

Mr. Kydes asked, with the severe draw down, if there could come a time where there would not be enough in the fund balance to fund the Board of Education. Mr. Hamilton recommended a schedule that steps down the fund balance so there is not a big impact on the fund balance.

Mr. Sacchinelli said he wants to be able to lock in the use of the rainy day funds. Mr. Hamilton said the policy allow it to be drawn down for a number of things, including reducing taxes. He added that he would not recommend drawing down $12 million all in one year.

****	MR. BURNETT MOVED THE FOLLOWING RESOLUTION:**

***WHEREAS*, SECTION 1-289 OF THE NORWALK CHARTER REQUIRES THAT A MAJORITY OF THE COMMON COUNCIL VOTE TO ESTABLISH A SPECIFIC SPENDING LIMITATION ON LOCALLY FUNDED EXPENDITURES DURING THE PROCESS ESTABLISHING THE NEXT FISCAL YEAR'S OPERATING BUDGET.**

NOW, THEREFORE, MAY IT BE RESOLVED BY THE COMMON COUNCIL OF THE CITY OF NORWALK THAT:

THE MAXIMUM LIMIT ON TOTAL APPROPRIATIONS FOR THE CITY OF NORWALK FOR FISCAL YEAR BEGINNING JULY 1, 2019 SHALL BE NO MORE THAN $351,020,774. THIS APPROPRIATION CAP REPRESENTS TOTAL EXPENDITURES OF $367,624,642 LESS ESTIMATED INTERGOVERNMENTAL GRANTS OF $16,603,868

BE IT FURTHER RESOLVED THAT THE RESULT OF THIS VOTE AND RESOLUTION, TOGETHER WITH THE ATTACHED 2019-20 BUDGET GUIDE, BE FORWARDED BY THE CLERK OF THE CITY OF NORWALK TO THE BOARD OF ESTIMATE AND TAXATION

****	MOTION PASSED WITH ONE (1) ABSTENTION (MR. HEMPSTEAD)**

Mr. Hempstead said this Common Council needs to come up with a resolution by Tuesday to address the fund balance. He said that taking the $6 million is putting a patch on the budget; those funds could have been in the taxpayer's pockets. He suggested that the Common Council come up with a census as to how the fund balance is spent. Ms. Young said she agreed with Mr. Hempstead's sentiment and said she sees a benefit to exploring this.

ADJOURNMENT

****	MR. IGNERI MOVED TO ADJOURN**
****	MOTION PASSED UNANIMOUSLY**

There was no further business and the meeting was unanimously adjourned at 7:44 p.m.

Respectfully submitted,

Rosemarie Lombardi
Telesco Secretarial Services

AGENDA

MARCH 14, 2019

CLAIMS COMMITTEE MEETING

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

PAY TO:	BILL No & AMOUNT REFUNDED	REASON
AGUILAR-VEGA CARLOS A	16-MV-301025 ($87.75)	PRORATION
	17-MV-301191 ($21.49)	PRORATION
ALONZO-CHINCHILLA EULOGIO	17-MV-301809 ($42.70)	PRORATION
BENENSON ADAM SH	17-MV-401246 ($46.36)	PRORATION
BHATTI NIDA A	17-MV-305880 ($147.79)	PRORATION
BIRNBAUM JANE	17-MV-306038 ($224.29)	PRORATION
BOCCANFUSO ALMERICO	17-MV-401427 ($559.90)	PRORATION
BRODNAX CARL	17-MV-401630 ($86.46)	PRORATION
BROWN THOMAS	17-MV-401692 ($24.70)	PRORATION
CAB EAST LLC	15-MV-308292 ($482.60)	PRORATION
	16-MV-308603 ($211.80)	PRORATION
	16-MV-308662 ($372.27)	PRORATION
DOTEL LUIS ARMONDO	17-MV-404132 ($90.73)	ABATEMENT
ESANNASON DEBORAH	17-MV-404786 ($142.23)	DUPLICATE BILL
FINANCIAL SERV VEH TRUST	15-MV- SEE BACK UP ($8076.78)	PRORATIONS
	16-MV- SEE BACK UP	ABATEMENTS
	17-MV- SEE BACK UP	
FINANCIAL SERV VEH TRUST	16-17-MV-SEE BACK UP ($8932.95)	PRORATION
FINANCIAL SERV VEH TRUST	16-MV-322060 ($300.88)	PRORATION
FINANCIAL SER VEH TRUST	17-MV-322415 ($246.86)	PRORATION
GALVEZ-GONILLA YESSENIA ZULAY	17-MV-324574 ($28.47)	PRORATION
GONZALEZ JUAN CARLOS	17-MV-326773 ($61.23)	PRORATION
HAAN AUTO TRUST	17-MV-328313 ($119.04)	PRORATION
HODES RITA L	17-MV-330279 ($33.43)	PRORATION
HONDA LEASE TRUST	17-MV-406991 ($496.28)	PRORATION
HONDA LEASE TRUST	17-MV-330645 ($142.24)	PRORATION

AGENDA

MARCH 14, 2019

CLAIMS COMMITTEE MEETING

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

PAY TO:	BILL No & AMOUNT REFUNDED		REASON
HONDA LEASE TRUST	17-MV-331337	($141.12)	PRORATION
	17-MV-406963	($274.64)	PRORATION
JP MORGAN CHASE BANK NA	16-MV-407456	($227.50)	PRORATION
	16-MV-334759	($625.02)	PRORATION
JP MORGAN CHASE BANK NA	17-MV-334684	($384.59)	PRORATION
KOROSCIL MICHAEL VALENTINE	17-MV-408480	($127.03)	PRORATION
LESKO MICHAEL	17-MV-339164	($14.00)	PRORATION
LIU-HELISCH LANI	16-MV-405995	($20.00)	REV DMV EXP
LOCKWOOD JUSTIN V	17-MV-409039	($324.42)	PRORATION
	17-MV-409041	($489.45)	PRORATION
MAILLARD EDWARD	17-MV-409387	($361.87)	PRORATION
MARIA-TELLEZ MARITZA	17-MV-408769	($148.49)	PRORATION
MARIN VICTOR H	17-MV-341938	($17.99)	PRORATION
MIGLIETTA LISA C	16-MV-344476	($338.93)	PRORATION
MOVE AMERICA CORP	17-MV-346535	($158.48)	PRORATION
MUNOZ-SUAREZ MARLY	17-MV-346805	($51.24)	PRORATION
NAGLE JEFFREY CHARLES	17-MV-347165	($85.80)	PRORATION
NISSAN INFINITI LT	17-MV-348668	($513.45)	PRORATION
NISSAN INFINITI LT	17-MV-411086	($471.82)	PRORATION
NISSAN INFINITI	17-MV-348777	($174.27)	PRORATION
	17-MV-348889	($47.43)	PRORATION
NISSAN INFINITI LT	17-MV-348182	($166.71)	PRORATION
NORWALK INN AND CONFERENCE	17-MV-349194	($328.66)	PRORATION
PEREZ-VEGAS GLADYS CECILIA	17-MV-352495	($74.12)	PRORATION
PETERSON MARGARET ANN	17-MV-352748	($75.30)	PRORATION
REYES MERCEDES	17-MV-355618	($33.29)	PRORATION

AGENDA

MARCH 14, 2019

CLAIMS COMMITTEE MEETING

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

PAY TO:	BILL No & AMOUNT REFUNDED	REASON
ROBINSON ANGELA	17-MV-412774 ($77.92)	PRORATION
	17-MV-412775 ($182.02)	PRORATION
SRINIVAAN RAMESH	17-MV-362702 ($123.71)	PRORATION
TOWNE COLLEEN ELIZABETH	17-MV-365956 ($12.63)	PRORATION
VAULT TRUST	17-MV-415251 ($405.12)	PRORATION
VW CREDIT LEASING LTD	17-MV-370911 ($361.87)	PRORATION
WALLACE DANIEL KARLOS	17-MV-371085 ($387.50)	PRORATION
CORELOGIC TAX SERVICES ADD: 2 NUTMEG PL 5-49-98-0	17-RE-104059 ($3880.02)	DUP PAYMENT/ OVER PAYMENT
CORELOGIC TAX SERVICE ADD: 103 NEW CANAAN AVE 5-50-1-0	17-RE-119613 ($6926.64)	OVER PAYMENT
CORELOGIC TAX SERVICE ADD: 246 ROWAYTON AVE 6-23B-8-0	16-RE-114279 ($6990.10)	DUP PAYMENT/ OVER PAYMENT
DBI DEVELOPMENT LLC ADD: 17 ASSISSI WAY 5-16-170-0	17-RE-105822 ($238.06)	OVER PAYMENT

AGENDA

MARCH 14, 2019

CLAIMS COMMITTEE MEETING

REFUNDS PROCESSED CLAIMS COMMITTEE		APPROVED BY TAX COLLECTOR
PAY TO:	**BILL No & AMOUNT REFUNDED**	**REASON**
PATRIOT BANK		
ADD: 1 DEANE ST		
6-31-39-0	17-RE-123109 ($1343.20)	OVER PAYMENT
WELLS FARGO REAL ESTATE TAX SERV		
ADD: 71 AIKEN ST I/14		DUP PAYMENT/
5-21-382-I/14	16-RE-121189 ($2648.00)	OVER PAYMENT
WELLS FARGO REAL ESTATE TAX SERV		
ADD: 71 AIKEN ST 3/3		DUP PAYMENT/
5-21-382-3/3	16-RE-121188 ($122.99)	OVER PAYMENT

SPECIAL REQUESTS:

CAB EAST LLC	16-MV-SEE ATTACHED ($21,919.58)	PRORATION/
	17-MV-	OVER PAYMENT
CP IV WAYPOINTE BP I LLC		
ADD: 515 WEST AVE		
1-21-10-0	17-MV-106063 ($156,667.10)	OVER PAYMENT
SHULLMAN DIANE TRUSTEE		
ADD: 275 MAIN AVE		DUP PAYMENT/
5-47-9-0	17-RE-124556 ($31,547.10)	OVER PAYMENT

FINACIAL SER VEH TRUST

BILL #	PLATE #	VIN#	AMOUNT
15-404691	AF22107	WBA4B3C59GG528994	$ 252.68
15-321268	AA49547	WBA4B3C55FGV48254	$ 322.08
15-321613	3ADBP3	WBA3B5G5XDNS05983	$ 568.60
15-404845	112ZXX	WBA3B5G58FNS18802	$ 396.14
15-321326	2ALRL8	WBA3B5C54EF599286	$ 588.34
15-404789	446UFC	WBA8B7C54GK702508	$ 635.52
15-321397	6AVA7	5UXWX9C53E0D35392	$ 643.47
15-321699	177LDX	WBA3C3G50ENS69856	$ 512.46
16-322272	3AMAT5	WBA3B5G56ENS11023	$ 40.79
16-322412	AF51454	WMWXP5C50H3B77737	$ 76.22
16-404689	4ABNV9	WMWWG5C56H3C19999	$ 213.25
16-322142	AB87827	WBA8F1C56GK438550	$ 71.33
16-322190	7AJVM9	WBA3C3C55EP662570	$ 111.17
16-322055	850TVG	WBAVL1C57FVY28551	$ 133.50
16-322198	5AKGV7	WBA3V9C58EPR69650	$ 309.39
16-322502	896XWK	WBAKP9C59ED693356	$ 521.17
16-322383	5AKUK6	WBAVL1C56FVY26919	$ 177.83
16-322384	3AHSL1	WBA3B5G56ENS08090	$ 163.63
17-322509	3AHSL1	WBA3B5G56ENS08090	$ 467.55
17-322713	1AXAN4	WBA3B5G50FNS12637	$ 123.43
17-322359	634ZFO	5UXKR0C50F0K71749	$ 198.94
17-322723	7AWDJ5	WBA3B5C50FF960031	$ 82.44
17-322730	3AWWM2	5UXWX9C57G0D70794	$ 163.48
17-322257	AB84835	WBA3B5G51FNS18222	$ 40.99
17-322372	AA81617	WBA3T7C56F5A37067	$ 794.83
17-322547	AG16461	WBA3B3G57ENR84927	$ 467.55
TOTAL			**$ 8,076.78**

FINACIAL SER VEH TRUST

BILL #	PLATE #	VIN#	AMOUNT
16-322120	286SMJ	WBA6B4C54ED098918	$ 989.22
16-322128	589LEO	WBAKF9C53DE672689	$ 566.85
16-322184	477LEP	WBA3B5G51ENS07901	$ 40.79
16-322196	0ADBP3	WBAVL1C5XEVY14013	$ 499.60
16-322223	907ZPM	WBA3B5G57ENS09829	$ 122.85
16-322293	725WXA	WBA5B3C56ED537509	$ 253.56
16-322361	2AHSL4	WBA3B5C56EP541299	$ 286.48
16-322416	2ADMM8	WBAXH5C58DD113668	$ 440.98
16-322495	1AFLN5	WBA3C3G51ENS67128	$ 333.48
16-322587	446MPZ	WBA3B9G56DNR90218	$ 410.64
16-322627	3AKW7	WBAFV3C54ED686268	$ 190.74
17-322199	AA50137	WBA3B5G54FNS20076	$ 40.99
17-306304	AC05954	WBA3A5G53ENP33790	$ 363.24
17-322229	4APSD2	WBA3B5C5XFF960117	$ 287.85
17-322254	9AMVA7	WBA3D5C5XEKX97291	$ 444.40
17-322286	AH54473	WBA1F5C54FV343524	$ 157.13
17-322383	311ZHB	5UXKR0C50F0P03109	$ 463.95
17-322403	2ARVA9	WBA5A7C58FD623335	$ 255.73
17-322405	468XVL	WBA3B9G58FNR92863	$ 410.73
17-322410	620ZFO	5UXKU2C59F0N75849	$ 662.87
17-322453	AG56703	WBA3B5G58FNS17780	$ 329.30
17-322462	9ATBE6	WBA3B5G50FNS18194	$ 411.28
17-322483	222ZEL	WBA5B3C56FD542498	$ 479.90
17-322492	1APSD7	WBA3B9G51FNR93563	$ 410.73
17-322719	555ZHH	WMWXS5C57FT830248	$ 79.66
TOTAL			**$ 8,932.95**

TAX COLLECTOR'S REPORT
FEBRUARY 2019

FISCAL YEAR 2018-2019 (2017 GRAND LIST)	ORIGINAL LEVY	ADJ. TAX COLLECTIONS JUN 18 - FEB 19	COLLECTION %	CORRECTED LEVY*	CHANGE IN LEVY	COLLECTION %
AUTOMOBILE-REGULAR	$19,785,892.64	$17,965,363.98	90.80%	$19,428,267.15	($357,625.49)	92.47%
AUTOMOBILE-SUPPLEMENTAL	$3,590,970.07	$2,753,174.70	76.67%	$3,529,762.60	($61,207.47)	78.00%
PERSONAL PROPERTY	$21,248,718.54	$20,500,650.64	96.48%	$21,241,215.20	($7,503.34)	96.51%
REAL ESTATE	$280,979,420.26	$276,095,142.64	98.26%	$281,034,567.11	$55,146.85	98.24%
TOTAL TAX	**$325,605,001.51**	**$317,314,331.96**	**97.45%**	**$325,233,812.06**	**($371,189.45)**	**97.56%**
SEWER USE	$15,844,431.00	$15,864,403.00	100.13%	$16,272,214.00	$427,783.00	97.49%
IPP FEE	$207,250.00	$178,736.35	86.24%	$207,500.00	$250.00	86.14%

FISCAL YEAR 2017-2018 (2016 GRAND LIST)	ORIGINAL LEVY	JUN 17 - FEB 18				
AUTOMOBILE-REGULAR	$18,742,512.33	$17,051,375.61	90.98%	$18,457,351.39	($285,160.94)	92.38%
AUTOMOBILE-SUPPLEMENTAL	$3,260,045.73	$2,607,753.46	79.99%	$3,239,626.09	($20,419.64)	80.50%
PERSONAL PROPERTY	$20,774,746.28	$20,216,868.84	97.31%	$21,004,357.94	$229,611.66	96.25%
REAL ESTATE	$269,517,650.26	$265,247,232.96	98.42%	$268,741,041.54	($776,608.72)	98.70%
TOTAL TAX	**$312,294,954.60**	**$305,123,230.87**	**97.70%**	**$311,442,376.96**	**($852,577.64)**	**97.97%**
SEWER USE	$15,371,652.00	$15,138,244.62	98.48%	$15,501,826.00	$130,174.00	97.65%
IPP FEE	$204,250.00	$184,522.25	90.34%	$214,750.00	$10,500.00	85.92%
TAX DIFFERENCE 2017 G.L. vs. 2016 G.L. INCREASE/(DECREASE)	$13,310,046.91	$12,191,101.09	-0.25%	$13,791,435.10	$481,388.19	-0.41%
SEWER DIFFERENCE 2017 G.L. vs. 2016 G.L. INCREASE/(DECREASE)	$472,779.00	$726,158.38	1.64%	$770,388.00	$297,609.00	-0.16%
IPP DIFFERENCE 2017 G.L. vs. 2016 G.L. INCREASE/(DECREASE)	$3,000.00	($5,785.90)	-4.10%	($7,250.00)	($10,250.00)	0.21%

BACK TAXES COLLECTED	FISCAL YR 2018-2019 (JUL 18 - FEB 19)	FISCAL YR 2017-2018 (JUL 17 - FEB 18)	CUR YR vs.PRIOR YR INC/(DEC)
PRIOR TAXES	$1,935,646.46	$1,744,528.92	$191,117.54
PRIOR SEWER USE FEE	$261,938.51	$2,205.88	$259,732.63
PRIOR IPP FEE	$11,374.91	$7,903.86	$3,471.05
TOTAL PRIOR TAX, SEWER & IPP	**$2,208,959.88**	**$1,754,638.66**	**$454,321.22**
CURRENT INTEREST	$490,643.45	$449,624.61	$41,018.84
PRIOR INTEREST	$557,267.36	$534,102.32	$23,165.04
SEWER USE FEE INTEREST	$50,067.52	$52,592.84	($2,525.32)
IPP FEE INTEREST	$6,896.82	$4,457.52	$2,439.30
TOTAL INTEREST COLLECTED	**$1,104,875.15**	**$1,040,777.29**	**$64,097.86**
PRIOR LIEN FEE	$10,086.21	$10,161.06	($74.85)
CURRENT LIEN FEE	$0.00	$0.00	$0.00
TOTAL LIEN FEE COLLECTED	**$10,086.21**	**$10,161.06**	**($74.85)**
MISC FEES COLLECTED**	**$371,730.66**	**$105,181.32**	**$266,549.34**
TOTAL PRIOR TAX, ALL INTEREST & ALL FEES	**$3,695,651.90**	**$2,910,758.33**	**$784,893.57**

* CORRECTED LEVY INCLUDING CERTIFICATES OF CORRECTION

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

SECTION A
OTHER BUSINESS

City of Norwalk Board of Estimate and Taxation
March 4, 2019

2. Special Appropriations Agenda

Advertised items:

FY 2018-19:

approved

approved

1. RESOLVED that a sum not to exceed $8,246 be and the same is hereby transferred to the Police Department Special Services division. The funds will be allocated to Revenues (Account #01-3010-4807) and expenditure account (Account #01-3042-5327).

2. RESOLVED, that a sum not to exceed $68,000 be and the same is hereby transferred from Contingency (Account #01-9600-5900) to the Operations and Public Works Department to cover Salt and Chemical Supplies. (Account #01-4025-5322).

Maddox, Simona

From: Peloso, Stephen
Sent: Tuesday, January 8, 2019 11:57 AM
To: Maddox, Simona
Cc: De Jesus, Mariana; Docimo, Michael
Subject: Police Dept Fund Appropriations

[redacted]

I have also posted funds in the amount of $8,246.14 to account 013010-4807 dated 11/29/2018. Please appropriate these funds to account 013042-5327.

Thank you.

Cordially,

Stephen M. Peloso
Accountant

Office of the Comptroller
City of Norwalk, Connecticut
Office: (203) 854-7273
Fax: (203) 854-7710
Email: SPeloso@norwalkct.org

WebsterBank® OFFICIAL CHECK 0002008869

145 Bank St.
Waterbury, CT 06702

00242 108743 11/01/2018

******$3,030.00

PAY TO THE ORDER OF **3,030 DOLLARS AND 00 CENTS**

THE NORWALK POLICE DEPARTMENT

AUTHORIZED SIGNATURE

⑈0002008869⑈ ⑆211170101⑆10 0010200104⑈

For Deposit Only
CONCENTRATION

CITY OF NORWALK, DEPARTMENT OF FINANCE
Office of Management & Budgets
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: March 4, 2019

TO: Harry Rilling, Mayor
The Members of the Board of Estimate & Taxation

FROM: Angela Fogel, Director Management & Budgets

RE: Operations & Public Works Special Appropriation

Attached is a request from the Operations and Public Works department for a special appropriation in the amount of $68,000. The Operations and Public Works Department's salt account is expected to have a deficit of $68,000 by year end due to increased cost from $81.82 to $82.57 per ton as well as increased salt use related to this season's high number of ice storms. The proportion of ice versus snow storms significantly affects salt usage. Also, salt stores at the beginning of the season were below prior years' beginning supplies.

This appropriation will be funded with a transfer from contingency account number 01-9600-5900 to account number 01-4025-5322, Chemical Supplies.

Finance recommends the approval of this request.

ACTION REQUESTED:

1. RESOLUTION: Approve special appropriations in the amount of $68,000 to Operations and Public Works account 01-4025-5322, Chemical Supplies, with a transfer from contingency account 01-9600-5900.

NORWALK

DEPT. OF PUBLIC WORKS
PUBLIC WORKS CENTER

Date: February 22, 2019

To: Angela Fogel, Director of Management and Budgets

From: Chris Torre, Superintendent of DPW Operations

RE: Special Appropriation

We are requesting a special appropriation in the amount of $68,000 to cover the shortfall in the road salt account (014025-5322) for the 2018/19 winter season. The deficit in this account is due to an increase in cost from $81.82 to $82.57 per ton as well as in increase in usage due the number of ice storms which has a greater impact on the use of road salt. The higher the ice totals in contrast to snow, increases salt use dramatically.

We average between ten and fifteen winter weather events a season and we are on number eleven today and tonight. Through the first ten storms DPW has used 1744 tons of salt at a cost of $144,031.81 (this does not factor in salt use by other departments such as Laz, Parks, Housing Authority, and the Fire Dept.). Our initial salt purchase at the beginning of the season was for 2500 tons of salt, at a cost of $206, 442. In addition, we purchased Magnesium Chloride for $3200.00 which we pre-wet the salt with prior to the salt hitting the road.

We did not start this season with the same amount we have started with in years past (1800 tons). I hope that the rest of the winter proves to be a non-issue in terms of materials use. I cannot accurately forecast what our materials surplus will be at the end of this winter season. I have cautioned lowering the materials budget in the past. In 2016 our budget was $425,000, and last year was $325,000 which was exceeded by $50,000.

ACTION REQUESTED:
Authorize a special appropriation from contingency in the amount of $68,000 for the Department of Public Works for a shortage in the road salt account.

15 South Smith Street • Norwalk, CT 06855 • Telephone 203-854-3228 • Fax 203-854-3224 • www.norwalkct.org

SECTION C
OTHER BUSINESS

City of Norwalk Board of Estimate and Taxation
March 4, 2019

4. Other Business (Section C)

Approved

1. RESOLUTION, requesting a special capital appropriation in the amount of $188,413 to the Recreation and Parks Department to fund the purchase and installation of playground equipment at the corner of Day and Raymond Streets. (Account #0919-6030-5777-C0364).

Approved

2. RESOLUTION: approving a special capital appropriation in the amount of $67,500 to the Historical Commission for water line replacement at Mathews Park. (Account 0918-6310-5777-C0132).

Approved

2.2 RESOLUTION: Authorize the issuance of $67,500 of General Obligation Bonds of the City of Norwalk to fund the Historic Commission appropriation for water line replacement at Mathews Park.

NORWALK
The Sound of Connecticut

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

MEMORANDUM

DATE: March 4, 2019

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: Angela Fogel Director, Management & Budgets

RE: Recreation & Parks Special Capital Appropriation

Attached is a request from the Recreation & Parks Department for a special capital appropriation totaling $188,413 to fund the purchase and installation of playground equipment at the corner of Day & Raymond streets. The project is related to the Redevelopment Department's recently completed Day & Raymond infrastructure project account number 0917 0910 5777 C0560. The playground project will be implemented through the Recreation & Parks department in order to take advantage of direct purchase manufacturer discounts and eliminate contractor mark-up. The Raymond Day infrastructure project number 0917 0910 5777 C0560 was fully bonded. As such, the balance of $188,413 will be transferred to Capital Fund balance upon closure of the project. Funding will be provided through unspent funds from the Day & Raymond project that will return to the Capital Fund balance upon closure of the project. Reallocating these funds is consistent with the city's requirements related to the use of unspent project balances.

The closure of the Day & Raymond infrastructure project will increase the Capital Fund balance by $188,413. Funds for this special capital appropriation in the amount of $188,413 will be drawn down from the Capital Fund balance. As such, this request will not require bond approval and along with the unspent balances from the Day & Raymond project, will not have a net effect on the Capital Fund balance.

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

ACTION REQUESTED:

1. RESOLUTION: Approve special capital appropriations totaling $188,413 to increase the available balance in Recreation & Parks account 09-196030 5777 C0364 to fund the purchase and installation of playground equipment at the corner of Day & Raymond streets. The funds will be drawn down from the balance in the Capital Fund.

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

NORWALK
The Sound of Connecticut

MEMORANDUM

DATE: March 4, 2019

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: Recreation & Parks ~~Special~~ Capital Appropriation

Attached is a request from the Recreation & Parks department for $188,413 of supplemental appropriations for the purchase and installation of playground equipment at the corner of Day & Raymond streets. This project will continue the committed investment in the Day and Raymond Street area of the Choice Neighborhoods District and make use of unspent funds from the Day & Raymond infrastructure improvement project.

ACTION REQUESTED:

1. RESOLUTION: Approve special capital appropriations totaling $188,413 to increase the available balance in Recreation & Parks account 09-196030 C0364 to fund the purchase and installation of playground equipment at the corner of Day & Raymond streets. The funds will be drawn down from the balance in the Capital Fund.

CITY OF NORWALK
Recreation and Parks Department
125 East Avenue, Room 129
PO BOX 5125
Norwalk, CT 06851-5125

NORWALK
Recreation & Parks

Date: February 28, 2019

To: Angela Fogel, Director of Management and Budgets

From: Ken Hughes, Interim Director Recreation & Parks

Re: Special Appropriation

We are requesting a Special Appropriation in the amount of $188,143 to fund the purchase and installation of playground equipment at the corner of Day & Raymond Streets. The direct purchase of the playground equipment was always intended to be outside of the contract bid for the Ryan Park Improvement Project in order to take advantage of the manufacturer discounts awarded to the State for municipal projects and also to eliminate the contractor mark-up.

The Ryan Park Improvements are a budget line item in the Choice Neighborhoods Implementation HUD grant in the amount of $110,000 Design Services (expended) and $1,090,000 Capital Costs. In the process of the environmental reviews required by HUD (funded through an EPA grant), the contaminant levels were significantly higher than anticipated. A $2,000,000 State grant was received for remediation and $800,000 was transferred from project Capital Costs. Preparing the site for the improvements depleted the project account significantly and reallocations of Choice funding from other budget line items has been required.

The Day Raymond project was also a component of the Choice Neighborhoods initiative to raise the public roads and sidewalks to an elevation 12 out of the flood plain also required the adjacent parcels, including Ryan Park, to meet that elevation as well. In addition, the Day Raymond State DOH funders required a path of dry egress for the newly constructed residences which was done within the Ryan Park remediation project as a companion piece to the Choice Neighborhoods flood mitigation. The Day Raymond Infrastructure project has been closed and project accounts unencumbered leaving a current fund balance of $188,413 which we are requesting be reallocated to the Ryan Park Improvements for the purchase and installation of play equipment.

ACTION REQUESTED:
Authorize a special appropriation totaling $188,413 to increase the available balance in Recreation & Parks account 0919-6030-5777-CO364 to fund the purchase and installation of playground equipment in Ryan Park at the corner of Day & Raymond Streets.

Stantec

Project Name: Ryan Park Improvements
Subject: Construction Documents - Opinion of Probable Cost
192310567

ESTIMATED BY / DATE: BWV 12-9-18
CHECKED BY / DATE:
REVISED BY / DATE: CH 8-14-18
CHECKED BY / DATE: JAO 8-15-18

RYAN PARK SITE IMPROVEMENTS

ITEM DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	TOTAL	COMMENTS
General					
Mobilization	1	EA	$ 5,000.00	$ 5,000	
Temporary Moveable Construction Fence	500	LF	$ 37.00	$ 18,500	
				$ 23,500	Subtotal
Site Preparation					
Silt Fence & Haybales	850	LF	$ 13.00	$ 11,050	
Anti-tracking Pad	2	EA	$ 400.00	$ 800	
Silt Sacks	4	EA	$ 100.00	$ 400	
				$ 12,250	Subtotal
Pavements, Curbs and Walls					
Concrete Pavement - Path/Pads	8,178	SF	$ 9.00	$ 73,602	
Concrete Pavement - Splash Pad	667	SF	$ 9.00	$ 6,003	
Bituminous Concrete Pavement - Basketball Court	110	TON	$ 130.00	$ 14,300	
Color Seal System at Basketball Court	610	SY	$ 20.00	$ 12,200	
6" Flush Concrete Curb - Play Area and Fitness Station	350	LF	$ 29.00	$ 10,150	
Concrete Steps at Basketball	1	EA	$ 6,000.00	$ 6,000	
Concrete Walls	61	LF	$ 148.00	$ 9,028	
Concrete Pavers on Bituminous Setting Bed	2,395	SF	$ 19.00	$ 45,505	
Processed Aggregate Base	313	CY	$ 55.00	$ 17,215	
Stone Aggregate Base	164	CY	$ 55.00	$ 9,020	
				$ 203,023	Subtotal
Furnishings, Accessories and Finishes					
6' Backed Bench	9	EA	$ 2,200.00	$ 19,800	
6' Backless Bench	7	EA	$ 2,200.00	$ 15,400	
Relocate 4' Backed Bench	4	EA	$ 300.00	$ 1,200	
Relocate Concrete Game Table	2	EA	$ 300.00	$ 600	
Water Fountain	3	EA	$ 5,500.00	$ 16,500	
Bike Rack	12	EA	$ 700.00	$ 8,400	
Granite Seating Block	5	EA	$ 2,500.00	$ 12,500	
Trash Receptacle	5	EA	$ 2,200.00	$ 11,000	
Steel Handrails	18	LF	$ 200.00	$ 3,600	
				$ 85,400	Subtotal
Sports, Fitness and Play					
Basketball Goal	2	EA	$ 4,000.00	$ 8,000	
2 - 5 Year Play Equipment Install	1	LS	$ 19,457.00	$ 19,457	
5 - 12 Year Play Equipment Install	1	LS	$ 58,637.00	$ 58,637	
Fitness Equipment	1	LS	$ 24,178.00	$ 24,178	
Freestanding Music Play Install	1	LS	$ 11,870.00	$ 11,870	
PIP Safety Surface at Fitness	62	SY	$ 99.00	$ 8,118	
PIP Safety Surface at 2 - 5 Year (7' fall height)	125	SY	$ 137.25	$ 17,156	
PIP Safety Surface at 5-12 Year (8' fall height)	230	SY	$ 155.25	$ 35,708	
Play Area Drainage (inc. stone, fabric, perf. pipe)	3,164	SF	$ 2.00	$ 6,328	
				$ 189,652	Subtotal
Structures					
Shade Structure (Allowance)	1	LS	$ 75,000.00	$ 75,000	
				$ 75,000	Subtotal
Utilities / Drainage					
Pedestrian Light Pole (inc. luminaire and foundation)	9	LF	$ 8,500.00	$ 76,500	
Potable Water Service (piping)	602	LF	$ 12.00	$ 7,224	
Drainage Pipe Allowance	153	LF	$ 35.00	$ 5,369	
				$ 89,093	Subtotal
Fencing					
Concrete Two-Rail Fence	221	LF	$ 85.00	$ 18,785	
4' HT. Chain Link Fence on Curb	0	LF	$ 100.00	$ -	
10' HT. Chain Link Fence On Curb	160	LF	$ 150.00	$ 24,000	
				$ 42,785	Subtotal
Landscape					
Topsoil at Lawn Areas (6" depth)	1,112	CY	$ 50.00	$ 55,600	
CU Structural Soil	125	CY	$ 100.00	$ 12,500	
Lawn Seed	60,003	SF	$ 0.35	$ 21,001	
Ornamental/Flowering Tree - Small	29	EA	$ 900.00	$ 26,100	
Ornamental/Flowering Tree - Large	5	EA	$ 1,100.00	$ 5,500	
Shade/Canopy Tree - Small	16	EA	$ 1,200.00	$ 19,200	
Shade/Canopy Tree - Large	28	EA	$ 1,400.00	$ 39,200	
				$ 179,101	Subtotal
Add-Alt Deductions					
Deduct Alternative #1 (trees)	0	EA	$ (8,100.00)		Estimated savings
Deduct Alternative #2 (precast concrete block seating)	0	EA			Unable to access pricing
Deduct Alternative #3 (2x2' scored concrete pavement)	0	EA	$ (23,850.00)		Estimated savings
				$ 899,804	Total (w/out contingency)
CD Contingency (15%)				$ 134,971	
			TOTAL	$ 1,034,774	
Play Equipment					
Splash Pad Equipment (manifold, elements, piping, wiring, sensor)	1	LS	$ 29,182.00	$ 29,182	
Musical Equipment	1	LS	$ 11,870.00	$ 11,870	
2 - 5 Year Play Equipment	1	LS	$ 19,457.00	$ 19,457	
5 - 12 Year Play Equipment	1	LS	$ 58,837.00	$ 58,837	
			Equipmet	$ 119,346	

ProjectNumber: RA2019-2 Bid Date: 2-28-2019
Project Name: RYAN PARK IMPROVEMENTS

Item Number	Description	Quantity	Unit	Apparent Low Bidder UnitPrice	Apparent Low Bidder Amount	Second Bidder UnitPrice	Second Bidder Amount	ThirdBidder UnitPrice	ThirdBidder Amount	Engineer's Estimate UnitPrice	Engineer's Estimate Amount
3.4502	RELOCATE CONCRETE GAME TABLE	2.0	EA	$250.00	$500.00	$705.00	$1,410.00	$324.50	$649.00	$300.00	$600.00
4.4000	RECLAIMED BROWNSTONE SEATING BLOCK (INSTALL ONLY)	5.0	EA	$600.00	$3,000.00	$705.00	$3,525.00	$500.00	$2,500.00	$0.00	$0.00
5.5214	EXTERIOR METAL HANDRAILS	18.0	LF	$200.00	$3,600.00	$188.00	$3,384.00	$333.33	$5,999.94	$200.00	$3,600.00
11.6816	2-5 YEAR PLAY EQUIPMENT (INSTALL ONLY)	1.0	LS	$8,500.00	$8,500.00	$4,817.50	$4,817.50	$9,500.00	$9,500.00	$19,457.00	$19,457.00
11.6816	5-12 YEAR PLAY EQUIPMENT (INSTALL ONLY)	1.0	LS	$25,700.00	$25,700.00	$4,817.50	$4,817.50	$27,000.00	$27,000.00	$58,837.00	$58,837.00
11.6816	FITNESS EQUIPMENT (INSTALL ONLY)	1.0	LS	$5,500.00	$5,500.00	$2,350.00	$2,350.00	$5,000.00	$5,000.00	$24,178.00	$24,178.00
11.6816	FREE STANDING MUSIC (INSTALL ONLY)	1.0	LS	$5,300.00	$5,300.00	$1,997.50	$1,997.50	$5,000.00	$5,000.00	$11,870.00	$11,870.00
11.6822	SPLASH PAD EQUIPMENT (INSTALL ONLY)	1.0	LS	$8,500.00	$8,500.00	$4,347.50	$4,347.50	$35,000.00	$35,000.00	$29,182.00	$29,182.00
11.6823	BASKETBALL GOALS (INSTALL ONLY)	2.0	EA	$2,000.00	$4,000.00	$3,525.00	$7,050.00	$5,475.00	$10,950.00	$4,000.00	$8,000.00
12.9313	BICYCLE RACK	12.0	EA	$500.00	$6,000.00	$675.63	$8,107.56	$750.00	$9,000.00	$700.00	$8,400.00
12.9323	TRASH RECEPTACLE	5.0	EA	$2,000.00	$10,000.00	$1,985.75	$9,928.75	$1,700.00	$8,500.00	$2,200.00	$11,000.00
12.9343	6' BACKED BENCHES	9.0	EA	$1,725.00	$15,525.00	$1,943.45	$17,491.05	$1,500.00	$13,500.00	$2,200.00	$19,800.00
12.9343	6' BACKLESS BENCHES	7.0	EA	$1,600.00	$11,200.00	$1,609.75	$11,268.25	$1,000.00	$7,000.00	$2,200.00	$15,400.00
12.9343	RELOCATE 4' BACKED BENCH	4.0	EA	$500.00	$2,000.00	$705.00	$2,820.00	$250.00	$1,000.00	$300.00	$1,200.00
13.3113	SHADE STRUCTURE	1.0	ALLOW	$75,000.00	$75,000.00	$75,000.00	$75,000.00	$75,000.00	$75,000.00	$75,000.00	$75,000.00
21.0100	ANTI-TRACKING PAD	2.0	EA	$2,000.00	$4,000.00	$2,350.00	$4,700.00	$1,500.00	$3,000.00	$800.00	$1,600.00

ProjectNumber: RA2019-2 Bid Date: 2-28-2019
Project Name: RYAN PARK IMPROVEMENTS

Item Number	Description	Quantity	Unit	Apparent Low Bidder UnitPrice	Apparent Low Bidder Amount	Second Bidder UnitPrice	Second Bidder Amount	ThirdBidder UnitPrice	ThirdBidder Amount	Engineer's Estimate UnitPrice	Engineer's Estimate Amount
22.4714	EXTERIOR DRINKING FOUNTAIN	3.0	EA	$2,250.00	$6,750.00	$2,126.75	$6,380.25	$2,666.67	$8,000.01	$5,500.00	$16,500.00
26.5629	SITE LIGHTING	1.0	LS	$83,000.00	$83,000.00	$89,098.55	$89,098.55	$91,000.00	$91,000.00	$76,500.00	$76,500.00
30.3001	CONCRETE STEPS AT BASKETBALL COURT	1.0	LS	$4,500.00	$4,500.00	$11,750.00	$11,750.00	$13,350.00	$13,350.00	$6,000.00	$6,000.00
30.3001	CONCRETE RETAINING WALLS	61.0	LF	$285.00	$17,385.00	$282.00	$17,202.00	$491.80	$29,999.80	$148.00	$9,028.00
32.1123	PROCESSED AGGREGATE BASE	313.0	CY	$48.00	$15,024.00	$42.30	$13,239.90	$67.09	$20,999.17	$55.00	$17,215.00
32.1216	BITUMINOUS CONCRETE PAVEMENT- BASKETBALL COURT	110.0	TON	$134.00	$14,740.00	$157.45	$17,319.50	$545.45	$59,999.50	$130.00	$14,300.00
32.1314	CONCRETE PAVEMENT-PATHS/PADS	8,178.0	SF	$7.00	$57,246.00	$11.75	$96,091.50	$13.00	$106,314.00	$9.00	$73,602.00
32.1314	CONCRETE PAVEMENT-SPLASH PAD	667.0	SF	$10.00	$6,670.00	$11.75	$7,837.25	$13.00	$8,671.00	$9.00	$6,003.00
32.1314	6" FLUSH CONCRETE CURB-PLAY AREA AND FITNESS STATION	350.0	LF	$27.00	$9,450.00	$23.50	$8,225.00	$45.71	$15,998.50	$29.00	$10,150.00
32.1413	CONCRETE PAVERS ON CONCRETE SETTING BED	2,395.0	SF	$30.00	$71,850.00	$37.60	$90,052.00	$22.96	$54,989.20	$20.00	$47,900.00
32.1816	PIP SAFETY SURFACE AT FITNESS STATION (4' FALL HEIGHT)	82.0	SY	$168.00	$13,776.00	$248.38	$20,367.16	$286.59	$23,500.38	$99.00	$8,118.00
32.1816	PIP SAFETY SURFACE AT 2-5 YEAR (8' FALL HEIGHT)	125.0	SY	$168.00	$21,000.00	$173.20	$21,650.00	$180.00	$22,500.00	$137.25	$17,156.25
32.1816	PIP SAFETY SURFACE AT 5-12 YEAR (8' FALL HEIGHT)	230.0	SY	$168.00	$38,640.00	$206.57	$47,511.10	$193.48	$44,500.40	$155.25	$35,707.50

ProjectNumber: RA2019-2 Bid Date: 2-28-2019

Project Name: RYAN PARK IMPROVEMENTS

Item Number	Description	Quantity	Unit	Apparent Low Bidder UnitPrice	Apparent Low Bidder Amount	Second Bidder UnitPrice	Second Bidder Amount	ThirdBidder UnitPrice	ThirdBidder Amount	Engineer's Estimate UnitPrice	Engineer's Estimate Amount
32.1823	COLOR SEAL COAT SYSTEM AND BASKETBALL COURT LINES	610.0	SY	$16.50	$10,065.00	$12.34	$7,527.40	$16.39	$9,997.90	$20.00	$12,200.00
32.3113	10' HEIGHT CHAIN LINK FENCE ON CURB	160.0	LF	$92.00	$14,720.00	$76.38	$12,220.80	$65.63	$10,500.80	$150.00	$24,000.00
32.3113	4' HEIGHT CHAIN LINK FENCE ON CURB	48.0	LF	$79.50	$3,816.00	$52.88	$2,538.24	$52.00	$2,496.00	$100.00	$4,800.00
32.3113	CONCRETE TWO-RAIL FENCE	221.0	LF	$107.00	$23,647.00	$169.65	$37,492.65	$120.00	$26,520.00	$85.00	$18,785.00
32.9113	TOPSOIL AT LAWN AREAS (6" DEPTH)	1,112.0	CY	$38.00	$42,256.00	$35.25	$39,198.00	$27.88	$31,002.56	$50.00	$55,600.00
32.9210	LAWN SEED	60,003.0	SF	$0.95	$57,002.85	$0.55	$33,001.65	$0.23	$13,800.69	$0.35	$21,001.05
32.9309	ORNAMENTAL/FLOWERING TREE	34.0	EA	$875.00	$29,750.00	$1,480.50	$50,337.00	$1,544.12	$52,500.08	$1,100.00	$37,400.00
32.9309	SHADE/CANOPY TREE	44.0	EA	$1,000.00	$44,000.00	$1,480.50	$65,142.00	$1,704.55	$75,000.20	$1,400.00	$61,600.00
33.1000	WATER DISTRIBUTION	1.0	LS	$12,500.00	$12,500.00	$21,150.00	$21,150.00	$21,150.00	$21,150.00	$8,000.00	$8,000.00
210.0000	TEMPORARY SOIL EROSION AND WATER POLLUTION CONTROL	1.0	ALLOW	$30,000.00	$30,000.00	$30,000.00	$30,000.00	$30,000.00	$30,000.00	$30,000.00	$30,000.00
650.1700	SITE DRAINAGE	1.0	LS	$11,000.00	$11,000.00	$17,625.00	$17,625.00	$8,000.00	$8,000.00	$13,000.00	$13,000.00
944.0060	STRUCTURAL PLANTING SOIL	125.0	CY	$100.00	$12,500.00	$152.75	$19,093.75	$600.00	$75,000.00	$100.00	$12,500.00
971.0000	MAINTENANCE AND PROTECTION OF TRAFFIC	1.0	LS	$18,000.00	$18,000.00	$3,525.00	$3,525.00	$25,000.00	$25,000.00	$5,000.00	$5,000.00
975.0000	MOBILIZATION (MAXIMUM 3% OF TOTAL BID)	1.0	LS	$20,000.00	$20,000.00	$32,900.00	$32,900.00	$30,000.00	$30,000.00	$20,000.00	$20,000.00
985.0000	PROJECT SURVEY AND STAKEOUT	1.0	LS	$20,000.00	$20,000.00	$14,100.00	$14,100.00	$10,000.00	$10,000.00	$20,000.00	$20,000.00

ProjectNumber: RA2019-2 Bid Date: 2-28-2019
Project Name: RYAN PARK IMPROVEMENTS

Item Number	Description	Quantity	Unit	Apparent Low Bidder UnitPrice	Apparent Low Bidder Amount	Second Bidder UnitPrice	Second Bidder Amount	ThirdBidder UnitPrice	ThirdBidder Amount	Engineer's Estimate UnitPrice	Engineer's Estimate Amount
					$897,612.85		$995,590.31		$1,139,389.13		$970,189.80

Apparent Low Bidder = Deering Construction, Inc., Norwalk, CT

Second Bidder = Vaz Quality Works, LLC. Bridgeport, CT

Third Bidder =Mountainview Landscapes and Lawncare, Inc Chicopee, MA

CITY OF NORWALK, DEPARTMENT OF FINANCE
Office of Management & Budgets
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: March 4, 2019

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: Angela Fogel Director, Management & Budgets Angela Fogel

RE: Historical Commission Special Capital Appropriation

Attached is a request from the Historical Commission for a special capital appropriation of $67,500 to fund new water lines servicing the Lockwood Mathews Mansion, the Gate Lodge, the Visitor Bathrooms building, and the Center for Contemporary Printmaking all within Mathews Park. The structure of the existing lines facilitates bacteria growth and has introduced unacceptable bacteria levels into the water supply for these buildings. The department of Operations & Public Works along with Tighe & Bond have arrived at a solution to replace the water lines to these buildings.

This special capital appropriation will increase the authorized but unissued debt by $67,500 and requires the authorization to issue $67,500 of General Obligation Bonds to fund the project.

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

ACTION REQUESTED:

1. RESOLUTION: Approve special capital appropriations totaling $67,500 to increase the available balance in account 09-18-6310 5777 C0132, Mathews Park to fund the replacement of water lines servicing the buildings located at Mathews Park.

2. RESOLUTION: Authorize the issuance of $67,500 of General Obligation Bonds of the City of Norwalk to fund the Historic Commission appropriation for water line replacement at Mathews Park.

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

NORWALK
The Sound of Connecticut

MEMORANDUM

DATE: March 4, 2019

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 HW Rilling

RE: Historical Commission Special Capital Appropriation

Attached is a request from the Historic Commission for water line replacement at Mathews Park. The water supply at park buildings including, Lockwood Mathews Mansion, the Gate Lodge, the Visitor Bathrooms building, and the Center for Contemporary Printmaking has been compromised. The City's department of Operations & Public Works along with consulting firm Tighe & Bond have concluded that the only solution is to install new water service to these buildings.

The Director of Management & Budgets and the Chairman of the Historic Commission have provided additional information regarding funding for these projects in the attached documents.

ACTION REQUESTED:

1. RESOLUTION: Approve special capital appropriations totaling $67,500 to increase the available balance in account 09-18-6310 5777 C0132, Mathews Park to fund the replacement of water lines servicing the buildings located at Mathews Park.

2. RESOLUTION: Authorize the issuance of $67,500 of General Obligation Bonds of the City of Norwalk to fund the Historic Commission appropriation for water line replacement at Mathews Park.

ProjectNumber: PM2019-1

Project Name: PAVEMENT MANAGEMENT PROGRAM

Item				Apparent Low Bidder		Second Bidder		ThirdBidder		Engineer's Estimate	
Number	Description	Quantity	Unit	UnitPrice	Amount	UnitPrice	Amount	UnitPrice	Amount	UnitPrice	Amount
0202000	EARTH EXCAVATION	500.00	CY	$12.00	$6,000.00	$30.00	$15,000.00	$0.00	$0.00	$14.00	$7,000.00
0202503 A	REMOVAL OF CONCRETE CURBING	1200.00	LF	$4.90	$5,880.00	$2.00	$2,400.00	$0.00	$0.00	$20.00	$24,000.00
0202504 A	REMOVAL OF BITUMINOUS CONCRETE CURBING	10000.00	LF	$1.40	$14,000.00	$2.00	$20,000.00	$0.00	$0.00	$2.50	$25,000.00
0209001	FORMATION OF SUBGRADE	500.00	SY	$2.15	$1,075.00	$2.00	$1,000.00	$0.00	$0.00	$3.00	$1,500.00
0304002	PROCESSED AGGREGATE BASE	650.00	CY	$28.00	$18,200.00	$25.00	$16,250.00	$0.00	$0.00	$30.00	$19,500.00
0403875 A	15" RECLAMATION - ASPHALT GRAVEL BASE	4200.00	SY	$4.60	$19,320.00	$8.00	$33,600.00	$0.00	$0.00	$10.00	$42,000.00
0403876 A	10" RECLAMATION - ASPHALT GRAVEL BASE	6100.00	SY	$4.60	$28,060.00	$6.00	$36,600.00	$0.00	$0.00	$6.50	$39,650.00
0406171 A	HMA SUPERPAVE 0.5" (12.5) LEVEL 2	4700.00	TON	$96.45	$453,315.00	$107.43	$504,921.00	$0.00	$0.00	$90.50	$425,350.00
0406172 A	HMA SUPERPAVE 0.375" (9.5) LEVEL 2	9500.00	TON	$101.00	$959,500.00	$112.00	$1,064,000.00	$0.00	$0.00	$97.00	$921,500.00
0406201 A	ROAD ENCROACHMENT PERMANENT PAVEMENT REPAIR (MAJOR ARTERIAL) MIN BID - SEE SPECIAL NOTES	10.00	SY	$185.00	$1,850.00	$120.00	$1,200.00	$0.00	$0.00	$150.00	$1,500.00
0406202 A	ROAD ENCROACHMENT PERMANENT PAVEMENT REPAIR (MINOR ARTERIAL) MIN BID - SEE SPECIAL NOTES	90.00	SY	$120.00	$10,800.00	$100.00	$9,000.00	$0.00	$0.00	$106.00	$9,540.00
0406203 A	ROAD ENCROACHMENT PERMANENT PAVEMENT REPAIR (COLLECTOR) MIN BID - SEE SPECIAL NOTES	400.00	SY	$80.00	$32,000.00	$80.00	$32,000.00	$0.00	$0.00	$90.00	$36,000.00
0406204 A	ROAD ENCROACHMENT PERMANENT PAVEMENT REPAIR (LOCAL) MIN BID - SEE SPECIAL NOTES	1000.00	SY	$60.00	$60,000.00	$60.00	$60,000.00	$0.00	$0.00	$65.00	$65,000.00
0406267 A	BITUMINOUS CONCRETE MILLING (0-4")	112000.00	SY	$2.30	$257,600.00	$2.40	$268,800.00	$0.00	$0.00	$2.35	$263,200.00
0406279 A	MILL FULL LANE 1.5" (40 LF TO 200 LF)	250.00	SY	$3.80	$950.00	$4.00	$1,000.00	$0.00	$0.00	$10.00	$2,500.00
0406280 A	MILL FULL LANE 1.5" (>200 LF)	270.00	SY	$3.00	$810.00	$10.00	$2,700.00	$0.00	$0.00	$3.50	$945.00
0406282 A	MILL FULL LANE 2" (>200 LF)	1200.00	SY	$3.00	$3,600.00	$7.00	$8,400.00	$0.00	$0.00	$2.35	$2,820.00

ProjectNumber: PM2019-1

Project Name: PAVEMENT MANAGEMENT PROGRAM

Item Number	Description	Quantity	Unit	Apparent Low Bidder UnitPrice	Apparent Low Bidder Amount	Second Bidder UnitPrice	Second Bidder Amount	ThirdBidder UnitPrice	ThirdBidder Amount	Engineer's Estimate UnitPrice	Engineer's Estimate Amount
0406451 A	BITUMINOUS CONCRETE 1.5" OVERLAY FULL LANE (40LF TO 200LF)	20.00	TON	$175.00	$3,500.00	$250.00	$5,000.00	$0.00	$0.00	$200.00	$4,000.00
0406452 A	BITUMINOUS CONCRETE 1.5" OVERLAY FULL LANE (> 200LF)	120.00	TON	$100.00	$12,000.00	$200.00	$24,000.00	$0.00	$0.00	$150.00	$18,000.00
0406454 A	BITUMINOUS CONCRETE 2" OVERLAY FULL LANE (>200LF)	140.00	TON	$100.00	$14,000.00	$200.00	$28,000.00	$0.00	$0.00	$200.00	$28,000.00
0406998 A	DENSITY ADJUSTMENT	1.00	ALLOW	$17,000.00	$17,000.00	$17,000.00	$17,000.00	$0.00	$0.00	$17,000.00	$17,000.00
0406999 A	ASPHALT ADJUSTMENT COST	1.00	EST	$78,000.00	$78,000.00	$78,000.00	$78,000.00	$0.00	$0.00	$78,000.00	$78,000.00
0407010 A	SPEED BUMPS	1450.00	SF	$2.35	$3,407.50	$10.00	$14,500.00	$0.00	$0.00	$12.00	$17,400.00
0507042 A	RESET CATCH BASIN	300.00	EA	$450.00	$135,000.00	$600.00	$180,000.00	$0.00	$0.00	$500.00	$150,000.00
0507781	RESET MANHOLE	200.00	EA	$450.00	$90,000.00	$650.00	$130,000.00	$0.00	$0.00	$500.00	$100,000.00
0507792 A	RECONSTRUCT CATCH BASIN	20.00	VF	$250.00	$5,000.00	$400.00	$8,000.00	$0.00	$0.00	$300.00	$6,000.00
0511530 A	LINDENWOODS ROAD DRAINAGE IMPROVEMENTS	1.00	LS	$32,500.00	$32,500.00	$59,900.00	$59,900.00	$0.00	$0.00	$46,000.00	$46,000.00
0511531 A	SMITH STREET DRAINAGE IMPROVEMENTS	1.00	LS	$14,500.00	$14,500.00	$23,950.00	$23,950.00	$0.00	$0.00	$20,000.00	$20,000.00
0511532 A	NORTH TAYLOR AVENUE DRAINAGE IMPROVEMENTS	1.00	LS	$15,250.00	$15,250.00	$53,250.00	$53,250.00	$0.00	$0.00	$20,000.00	$20,000.00
0651344 A	STORM DRAINAGE ALLOWANCE	1.00	ALLOW	$100,000.00	$100,000.00	$100,000.00	$100,000.00	$0.00	$0.00	$100,000.00	$100,000.00
0811001 A	CONCRETE CURBING	760.00	LF	$35.00	$26,600.00	$35.00	$26,600.00	$0.00	$0.00	$35.00	$26,600.00
0811007 A	CONCRETE CURBING (<45 LF PER MOB.)	45.00	LF	$40.00	$1,800.00	$50.00	$2,250.00	$0.00	$0.00	$40.00	$1,800.00
0812000 A	EXTRUDED CONCRETE CURB	1900.00	LF	$7.35	$13,965.00	$8.00	$15,200.00	$0.00	$0.00	$7.00	$13,300.00
0813015 A	5" X 16" GRANITE STONE CURBING (STRAIGHT)	5000.00	LF	$58.00	$290,000.00	$55.00	$275,000.00	$0.00	$0.00	$50.00	$250,000.00
0815001	BITUMINOUS CONCRETE LIP CURBING	10000.00	LF	$4.25	$42,500.00	$6.00	$60,000.00	$0.00	$0.00	$4.00	$40,000.00
0910004	METAL BEAM RAIL (TYPE R-B)	120.00	LF	$27.50	$3,300.00	$78.00	$9,360.00	$0.00	$0.00	$75.00	$9,000.00
0911923	R-B END ANCHORAGE- TYPE 2	2.00	EA	$1,450.00	$2,900.00	$4,550.00	$9,100.00	$0.00	$0.00	$1,500.00	$3,000.00
0912504	REMOVE METAL BEAM RAIL	120.00	LF	$6.60	$792.00	$6.50	$780.00	$0.00	$0.00	$6.00	$720.00
0921001 A	CONCRETE SIDEWALK	28500.00	SF	$8.75	$249,375.00	$10.00	$285,000.00	$0.00	$0.00	$12.00	$342,000.00
0921004 A	CONCRETE SIDEWALK (<110 SF PER MOB.)	110.00	SF	$15.00	$1,650.00	$20.00	$2,200.00	$0.00	$0.00	$20.00	$2,200.00

ProjectNumber: PM2019-1
Project Name: PAVEMENT MANAGEMENT PROGRAM

Item				Apparent Low Bidder		Second Bidder		ThirdBidder		Engineer's Estimate	
Number	Description	Quantity	Unit	UnitPrice	Amount	UnitPrice	Amount	UnitPrice	Amount	UnitPrice	Amount
0921010 A	CONCRETE DRIVEWAY RAMP (<90 SF PER MOB.)	90.00	SF	$15.00	$1,350.00	$30.00	$2,700.00	$0.00	$0.00	$21.00	$1,890.00
0921011 A	CONCRETE DRIVEWAY RAMP	7500.00	SF	$10.00	$75,000.00	$14.00	$105,000.00	$0.00	$0.00	$16.00	$120,000.00
0921014 A	PRECAST CONCRETE PAVER SIDEWALK AND DRIVEWAY	7150.00	SF	$18.00	$128,700.00	$25.00	$178,750.00	$0.00	$0.00	$45.00	$321,750.00
0921021 A	RELAY PRECAST CONCRETE PAVER SIDEWALK AND DRIVEWAY	400.00	SF	$18.00	$7,200.00	$20.00	$8,000.00	$0.00	$0.00	$30.00	$12,000.00
0921051 A	PROPOSED SIDEWALKS AT ROUTE 136 (WILSON AVENUE)	1.00	LS	$49,000.00	$49,000.00	$81,604.00	$81,604.00	$0.00	$0.00	$75,000.00	$75,000.00
0922001 A	BITUMINOUS CONCRETE SIDEWALK	12000.00	SY	$36.00	$432,000.00	$40.00	$480,000.00	$0.00	$0.00	$36.00	$432,000.00
0922502 A	BITUMINOUS CONCRETE DRIVEWAY OVERLAY	50.00	TON	$170.00	$8,500.00	$250.00	$12,500.00	$0.00	$0.00	$175.00	$8,750.00
0922525 A	MAIN STREET PARKING LOT	1.00	LS	$57,500.00	$57,500.00	$65,650.00	$65,650.00	$0.00	$0.00	$73,590.00	$73,590.00
0922526 A	WEBSTER LOT I	1.00	LS	$80,000.00	$80,000.00	$92,950.00	$92,950.00	$0.00	$0.00	$183,040.00	$183,040.00
0922527 A	WEBSTER LOT II	1.00	LS	$133,000.00	$133,000.00	$161,964.00	$161,964.00	$0.00	$0.00	$54,450.00	$54,450.00
0922528 A	WEBSTER LOT III	1.00	LS	$182,000.00	$182,000.00	$218,182.00	$218,182.00	$0.00	$0.00	$219,285.00	$219,285.00
0922529 A	TRANSFER STATION PARKING LOT	1.00	LS	$80,000.00	$80,000.00	$103,900.00	$103,900.00	$0.00	$0.00	$70,000.00	$70,000.00
0922530 A	LOCKWOOD MATHEWS MANSION MUSEUM PARKING LOT	1.00	LS	$23,000.00	$23,000.00	$85,595.76	$85,595.76	$0.00	$0.00	$56,000.00	$56,000.00
0922531 A	PARKS & REC PARKING LOT (SOUTH SMITH STREET)	1.00	LS	$36,000.00	$36,000.00	$39,250.00	$39,250.00	$0.00	$0.00	$45,000.00	$45,000.00
0922532 A	YANKEE DOODLE GARAGE BURNELL BOULEVARD ENTRANCE	1.00	LS	$10,000.00	$10,000.00	$24,845.00	$24,845.00	$0.00	$0.00	$50,000.00	$50,000.00
0922533 A	OAK HILLS PARK GOLF COURSE - CART PATH	1.00	LS	$11,000.00	$11,000.00	$13,560.00	$13,560.00	$0.00	$0.00	$12,000.00	$12,000.00
0924007 A	HANDICAP RAMPS (ADA COMPLIANT)	420.00	SF	$25.00	$10,500.00	$45.00	$18,900.00	$0.00	$0.00	$35.00	$14,700.00
0944003 A	FURNISHING AND PLACING TOPSOIL	8000.00	SY	$6.00	$48,000.00	$12.00	$96,000.00	$0.00	$0.00	$10.00	$80,000.00
0950003 A	TURF ESTABLISHMENT (LAWN)	8000.00	SY	$1.00	$8,000.00	$3.00	$24,000.00	$0.00	$0.00	$1.50	$12,000.00

ProjectNumber: PM2019-1

Project Name: PAVEMENT MANAGEMENT PROGRAM

Item Number	Description	Quantity	Unit	Apparent Low Bidder UnitPrice	Apparent Low Bidder Amount	Second Bidder UnitPrice	Second Bidder Amount	ThirdBidder UnitPrice	ThirdBidder Amount	Engineer's Estimate UnitPrice	Engineer's Estimate Amount
0980003 A	PROJECT SURVEY AND STAKEOUT	1.00	ALLOW	$3,500.00	$3,500.00	$3,500.00	$3,500.00	$0.00	$0.00	$3,500.00	$3,500.00
1111051 A	LOOP VEHICLE DETECTOR	200.00	LF	$15.00	$3,000.00	$18.00	$3,600.00	$0.00	$0.00	$40.00	$8,000.00
1111451	LOOP DETECTOR SAW CUT	200.00	LF	$15.00	$3,000.00	$5.00	$1,000.00	$0.00	$0.00	$15.00	$3,000.00
1210101	4" WHITE EPOXY RESIN PAVEMENT MARKINGS	835.00	LF	$0.40	$334.00	$0.48	$400.80	$0.00	$0.00	$0.50	$417.50
1210104	4" DOUBLE YELLOW EPOXY RESIN PAVEMENT MARKINGS	8000.00	LF	$0.80	$6,400.00	$0.96	$7,680.00	$0.00	$0.00	$0.85	$6,800.00
1210105	EPOXY RESIN PAVEMENT MARKINGS - SYMBOLS AND LEGENDS	700.00	SF	$3.85	$2,695.00	$4.62	$3,234.00	$0.00	$0.00	$4.00	$2,800.00
1210106	12" WHITE EPOXY RESIN PAVEMENT MARKINGS	100.00	LF	$3.85	$385.00	$4.62	$462.00	$0.00	$0.00	$4.00	$400.00
1210124	24" WHITE EPOXY RESIN PAVEMENT MARKINGS	3500.00	LF	$7.75	$27,125.00	$9.30	$32,550.00	$0.00	$0.00	$8.00	$28,000.00
1302060	RESET GATE BOXES	400.00	EA	$45.00	$18,000.00	$75.00	$30,000.00	$0.00	$0.00	$55.00	$22,000.00
1304016 A	MATHEWS PARK WATER SERVICE REPLACEMENT	1.00	LS	$67,500.00	$67,500.00	$187,940.00	$187,940.00	$0.00	$0.00	$55,000.00	$55,000.00
					$4,538,688.50		$5,567,678.56		$0.00		$5,151,397.50

Apparent Low Bidder = Deering Construction, Inc. Norwalk, CT

Second Bidder = The Grasso Companies Norwalk, CT

Third Bidder = East Coast USA Construction Richmond Hill, NY

29 of 172

January 2019 Financial Commentary

Balance Sheet
Cash is flat compared to prior year, bank loan is $190k higher and Accounts Receivable is lower by $16k; offset by lower Accounts Payable and accrued expenses of $2k. This leaves us at a net deficit cash position of $188k.

January Month vs Prior Year Month
Golf Revenue is flat compared to prior year; other revenue is down by $3k due to restaurant rent.

Personnel and employee benefits expenses are $2k lower than prior year month mainly due to savings on health insurance for one full-time employee that has transitioned to part-time / seasonal and as such no longer qualifies for benefits.

Administrative expenses are down $2k driven by the $3k of bad debt we recognized last year for unpaid restaurant rent. We also had an additional $1.5k in accrued legal expense related to the restaurant tenant issues in FY18, offset by increased utilities due to the new Clubhouse this year.

Park Maintenance is $6k lower than prior year month driven by much lower equipment maintenance this year vs. several high cost parts last year.

Cart Expenses are flat compared to prior year.

Operating Income is $6k higher than the prior year month attributable to unfavorable revenue of $4k and favorable expenses of $10k.

January YTD vs Prior YTD
Golf Revenue is lower by $98k year over year for the seven month period attributable to poor weather, as well as lower Other Revenue of $56k due to loss of restaurant rent and lower tennis rent.

Personnel and employee benefits expenses are lower by $21k with the bulk of that coming from the Course personnel department.

Administrative expenses are down by $8k driven by last year's bad debt expense of $15k for restaurant rent not paid, offset by a $8k increase in utilities.

Sales & Operations is $8k higher driven by repairs and maintenance on the Clubhouse and restaurant equipment.

Park Maintenance is $22k lower driven by lower water ($20), building maintenance ($6k) and equipment maintenance ($2k), offset by more Ag&Chem ($6k) utilized due to rainy, humid weather.

Cart expenses are lower by $4k due to invoices related to GPS software in the carts that belonged to FY17 were not received until the first half of FY18.

Operating Income is lower than the prior year by $106k due to unfavorable revenue of $154k and favorable expenses of $47k.

Budget Comparison YTD
The YTD Revenue is below budget by $16k driven mainly by membership revenue.

Personnel and employee benefits expenses are $8k compared to budget mostly due to lower grounds personnel expense.

Administrative expenses are flat compared to budget.

Sales & Operations are under budget by $1k.

Park Maintenance is under budget by $15k due mostly to underspending on water, grounds maintenance and equipment maintenance.

Cart Expenses are $4k over budget due to property taxes owed on the leased equipment that was not expected.

Operating Income is $7k lower than the budget for the seven month period. Unfavorable revenue of $16k and favorable expenses of $23k.

OAK HILLS SALES ANALYSIS JANUARY 2019

Description	Jan-19	Jan-18	Inc/(Dec)	YTD FY19	YTD FY18	Inc/(Dec)
Revenue Rounds	189	129	46.5%	18,752	21,260	-11.8%
Barter Rounds	0	14	-100.0%	1,168	1,478	-21.0%
Sub Total	189	143	32.2%	19,920	22,738	-12.4%
Comp Rounds	1	0	0.0%	528	479	10.2%
Total All Rounds	190	143	32.9%	20,448	23,217	-11.9%
Total Carts	0	14	-100.0%	11,306	13,720	-17.6%
Total Boards	0	0	0.0%	191	547	-65.1%
Total Golf ID Cards	307	96	219.8%	415	591	-29.8%
Total Gift Cards	8	1	700.0%	211	251	-15.9%
Total $ Revenue Rounds	$4,277	$1,424	200.4%	$568,653	$620,579	-8.4%
Total Carts $	$0	$0	0.0%	$185,985	$209,708	-11.3%
Total Board $	$0	$0	0.0%	$4,061	$10,538	-61.5%
Total Golf ID Cards $	$29,340	$7,245	305.0%	$38,715	$44,045	-12.1%
Total Gift Cards $	$853	$50	1606.0%	$15,071	$18,787	-19.8%
Rain Chks/Gift Cards Redeemed	-$632	-$110	474.5%	-$13,668	-$15,050	-9.2%
	$33,838	**$8,609**	**293.1%**	**$798,817**	**$888,607**	**-10.1%**
$ Revenue/Revenue Round	**$22.63**	**$11.04**	105.0%	**$30.32**	**$29.19**	3.9%
Carts/Revenue Round	**0.0%**	**10.9%**	-100.0%	**60.3%**	**64.5%**	-6.6%
Cart $/Revenue Round	**$0.00**	**$0.00**	0.0%	**$9.92**	**$9.86**	0.5%
Cart $/Cart Round	**$0.00**	**$0.00**	0.0%	**$16.45**	**$15.28**	7.6%
Board $/Board Round	**$0.00**	**$0.00**	0.0%	**$21.26**	**$0.00**	0.0%
ID Card $/Card	**$95.57**	**$75.47**	26.6%	**$93.29**	**$74.53**	25.2%
Resident Adult 18 Rounds	85	69	23.2%	5,308	5,292	0.3%
Resident Senior 18 Rounds	35	29	20.7%	4,045	4,666	-13.3%
Junior/Golf Team 18 Rounds	6	2	200.0%	420	623	-32.6%
Golf League 18 Rounds	0	0	0.0%	165	132	25.0%
Employee 18 Rounds	0	2	-100.0%	304	363	-16.3%
Non Resident 18 Rounds	31	21	47.6%	7,715	8,190	-5.8%
Total 9 Hole Rounds	32	6	433.3%	795	1,994	-60.1%
Total Revenue Rounds	***189***	***129***	***46.5%***	***18,752***	***21,260***	***-11.8%***
Resident Adult 18 Rounds $	$1,824	$808	125.7%	$147,181	$148,350	-0.8%
Resident Senior 18 Rounds $	$640	$206	210.7%	$93,495	$106,144	-11.9%
Junior/Golf Team 18 Rounds $	$112	$36	211.1%	$7,500	$11,176	-32.9%
Golf League 18 Rounds	$0	$0	0.0%	$3,135	$2,622	19.6%
Employee 18 Rounds $	$0	$14	-100.0%	$2,128	$3,119	-31.8%
Non Resident 18 Rounds $	$997	$276	261.2%	$297,671	$304,400	-2.2%
Total 9 Hole Rounds $	$704	$84	738.1%	$17,544	$44,768	-60.8%
Total $ Revenue Rounds	***4,277***	***1,424***	***200.4%***	***568,653***	***620,579***	***-8.4%***
Senior Non-Resident ID	28	12	133.3%	32	62	-48.4%
Adult Non-Resident ID	21	10	110.0%	31	63	-50.8%
Family ID	0	1	-100.0%	0	4	-100.0%
Total Non-Resident ID's	***49***	***23***	***113.0%***	***63***	***129***	***-51.2%***
GolfNow/TeeOff Rounds	0	0	0.0%	603	1,198	-49.7%
GolfNow/TeeOff Dollars	$0	$0	0.0%	$21,354	$35,858	-40.4%
Dollars/Round	$0.00	$0.00	0.0%	$35.41	$29.93	18.3%

OAK HILLS SALES ANALYSIS JANUARY 2019 CALENDAR

Description	Jan-19	Jan-18	Inc/(Dec)	YTD 2019	YTD 2018	Inc/(Dec)
Revenue Rounds	189	129	46.5%	189	129	46.5%
Barter Rounds	0	14	-100.0%	0	14	-100.0%
Sub Total	189	143	32.2%	189	143	32.2%
Comp Rounds	1	0	0.0%	1	0	0.0%
Total All Rounds	190	143	32.9%	190	143	32.9%
Total Carts	0	14	-100.0%	0	14	-100.0%
Total Boards	0	0	0.0%	0	0	0.0%
Total Golf ID Cards	307	96	219.8%	307	96	219.8%
Total Gift Cards	8	1	700.0%	8	1	700.0%
Total $ Revenue Rounds	$4,277	$1,424	200.4%	$4,277	$1,424	200.4%
Total Carts $	$0	$0	0.0%	$0	$0	0.0%
Total Board $	$0	$0	0.0%	$0	$0	0.0%
Total Golf ID Cards $	$29,340	$7,245	305.0%	$29,340	$7,245	305.0%
Total Gift Cards $	$853	$50	1606.0%	$853	$50	1606.0%
Rain Chks/Gift Cards Redeemed	-$632	-$110	474.5%	-$632	-$110	474.5%
	$33,838	**$8,609**	**293.1%**	**$33,838**	**$8,609**	**293.1%**
$ Revenue/Revenue Round	**$22.63**	**$11.04**	105.0%	**$22.63**	**$11.04**	105.0%
Carts/Revenue Round	**0.0%**	**10.9%**	-100.0%	**0.0%**	**10.9%**	-100.0%
Cart $/Revenue Round	**$0.00**	**$0.00**	0.0%	**$0.00**	**$0.00**	0.0%
Cart $/Cart Round	**$0.00**	**$0.00**	0.0%	**$0.00**	**$0.00**	0.0%
Board $/Board Round	**$0.00**	**$0.00**	0.0%	**$0.00**	**$0.00**	0.0%
ID Card $/Card	**$95.57**	**$75.47**	26.6%	**$95.57**	**$75.47**	26.6%
Resident Adult 18 Rounds	85	69	23.2%	85	69	23.2%
Resident Senior 18 Rounds	35	29	20.7%	35	29	20.7%
Junior/Golf Team 18 Rounds	6	2	200.0%	6	2	200.0%
Golf League 18 Rounds	0	0	0.0%	0	0	0.0%
Empl 18 Rounds	0	2	-100.0%	0	2	-100.0%
Non Resident 18 Rounds	31	21	47.6%	31	21	47.6%
Total 9 Hole Rounds	32	6	433.3%	32	6	433.3%
Total Revenue Rounds	***189***	***129***	***46.5%***	***189***	***129***	***46.5%***
Resident Adult 18 Rounds $	$1,824	$808	125.7%	$1,824	$808	125.7%
Resident Senior 18 Rounds $	$640	$206	210.7%	$640	$206	210.7%
Junior/Golf Team 18 Rounds $	$112	$36	211.1%	$112	$36	211.1%
Golf League 18 Rounds	$0	$0	0.0%	$0	$0	0.0%
Empl 18 Rounds $	$0	$14	-100.0%	$0	$14	-100.0%
Non Resident 18 Rounds $	$997	$276	261.2%	$997	$276	261.2%
Total 9 Hole Rounds $	704	84	738.1%	704	84	738.1%
Total $ Revenue Rounds	***4,277***	***1,424***	***200.4%***	***4,277***	***1,424***	***200.4%***
SR NONRES DISC	28	12	133.3%	28	12	133.3%
NONRES DISCOUNT	21	10	110.0%	21	10	110.0%
FAMILY REG	0	1	-100.0%	0	1	-100.0%
Total	***49***	***23***	***113.0%***	***49***	***23***	***113.0%***
GolfNow Rounds	0	0	0.0%	1,113	1,582	-29.6%
GolfNow Dollars	$0	$0	0.0%	$36,100	$48,275	-25.2%
Dollars/Round	$0.00	$0.00	0.0%	$32.43	$30.52	6.3%

OAK HILLS PARK AUTHORITY
Balance Sheet FY18
As of January 31, 2019

	Total			
	As of Jan 31, 2019	As of Jan 31, 2018 (PY)	Change	% Change
ASSETS				
Current Assets				
Bank Accounts				
1000 Cash				
1021 NBT Money Market	14,176.95	27,970.89	-13,793.94	-49.32%
1022 NBT Payment Account	-1,108.01	-15,082.75	13,974.74	92.65%
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	$ 15,819.94	$ 15,639.14	$ 180.80	1.16%
Total Bank Accounts	$ 15,819.94	$ 15,639.14	$ 180.80	1.16%
Accounts Receivable				
1201 Accounts Receivable	12,926.05	28,650.00	-15,723.95	-54.88%
Total Accounts Receivable	$ 12,926.05	$ 28,650.00	-$ 15,723.95	-54.88%
Other Current Assets				
1100 Inventory	53,401.52	38,270.29	15,131.23	39.54%
1203 Allowance for Bad Debts	0.00	-15,000.00	15,000.00	100.00%
1300 Prepaid Expenses	13,267.27	12,570.22	697.05	5.55%
Total Other Current Assets	$ 66,668.79	$ 35,840.51	$ 30,828.28	86.02%
Total Current Assets	$ 95,414.78	$ 80,129.65	$ 15,285.13	19.08%
Fixed Assets				
1500 Fixed Assets				
1505 Machinery and Equipment	1,015,495.99	913,442.02	102,053.97	11.17%
1510 Accumulated Depreciation/Amort.	-3,368,853.01	-3,129,265.13	-239,587.88	-7.66%
1520 Furniture & Fixtures	50,085.23	0.00	50,085.23	100.00%
1560 Leasehold Improvements	22,103.88	0.00	22,103.88	100.00%
1561 Park Improvements	1,755,964.06	1,735,612.87	20,351.19	1.17%
1562 Restaurant	2,277,134.66	2,277,134.66	0.00	0.00%
1565 Amortize Leasehold Improvements	-1,488.21	0.00	-1,488.21	-100.00%
1570 Capital Projects in Progress	7,853.00	71,706.14	-63,853.14	-89.05%
Total 1500 Fixed Assets	$1,758,295.60	$1,868,630.56	-$110,334.96	-5.90%
Total Fixed Assets	$1,758,295.60	$1,868,630.56	-$110,334.96	-5.90%
TOTAL ASSETS	$1,853,710.38	$1,948,760.21	-$ 95,049.83	-4.88%
LIABILITIES AND EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable				
2000 *Accounts Payable	51,739.17	32,464.09	19,275.08	59.37%
Total Accounts Payable	$ 51,739.17	$ 32,464.09	$ 19,275.08	59.37%
Other Current Liabilities				

2010 Accounts Payable - Payroll	6,084.65	17,861.55	-11,776.90	-65.93%
2050 Accounts Payable-Tennis Revenue	185.00	0.00	185.00	100.00%
2051 Accounts Payable - OHMGA Revenue	0.00	160.00	-160.00	-100.00%
2052 Accounts Payable - F&B Revenue	3,485.00	0.00	3,485.00	100.00%
2100 Accrued Payroll	8,814.23	8,458.63	355.60	4.20%
2104 Accrued retirement contribution	1,322.88	1,282.28	40.60	3.17%
2105 Accrued Vacation Pay	27,653.25	25,758.49	1,894.76	7.36%
2106 Accrued Sick Leave Pay	0.00	27,878.03	-27,878.03	-100.00%
2200 Accrued Expenses	33,472.11	21,193.93	12,278.18	57.93%
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%**
2230 NBT Credit Line	190,000.00	0.00	190,000.00	100.00%
2250 Deferred Revenue				
2251 Tournament Deposits	1,000.00	0.00	1,000.00	100.00%
2254 Other Deferred	58,255.50	21,695.37	36,560.13	168.52%
Total 2250 Deferred Revenue	**$ 59,255.50**	**$ 21,695.37**	**$ 37,560.13**	**173.13%**
2400 Cart Sales Tax Due	32.00	-3.72	35.72	960.22%
2500 Interest due City of Norwalk				
2501 Bond Due to City of Norwalk	43,721.63	21,860.83	21,860.80	100.00%
2503 150k Capital Debt	1,243.31	621.66	621.65	100.00%
2504 150k Operating Debt	1,491.96	870.31	621.65	71.43%
Total 2500 Interest due City of Norwalk	**$ 46,456.90**	**$ 23,352.80**	**$ 23,104.10**	**98.94%**
Total Other Current Liabilities	**$ 378,111.52**	**$ 148,987.36**	**$ 229,124.16**	**153.79%**
Total Current Liabilities	**$ 429,850.69**	**$ 181,451.45**	**$ 248,399.24**	**136.90%**
Long-Term Liabilities				
2701 Consolidated City Debt	2,034,195.80	2,034,195.80	0.00	0.00%
2730 Capital Debt (150k)	78,523.93	78,523.93	0.00	0.00%
2731 Operating Expense Debt (150k)	78,526.47	78,526.47	0.00	0.00%
2764 NBT Truck Loan	7,218.02	13,094.54	-5,876.52	-44.88%
2765 Deere Credit Inc. Progator Sprayer	9,619.86	16,976.46	-7,356.60	-43.33%
2766 Wells Fargo Eq Bandit Chipper	6,926.01	10,595.02	-3,669.01	-34.63%
2767 Deere Credit, Inc. Sweeper Vac	10,236.01	15,036.86	-4,800.85	-31.93%
2768 Deere Credit Inc. Greens Roller	8,388.67	11,505.87	-3,117.20	-27.09%
2769 Deere Credit, Inc. Gator	0.00	898.97	-898.97	-100.00%
2770 Deere Credit Inc. Hybrid Mower	9,199.91	14,993.53	-5,793.62	-38.64%
2771 Yard Card-Skid Mount	916.75	2,291.71	-1,374.96	-60.00%
2772 Wells Fargo 2017 Aera-Vator	3,345.78	4,400.58	-1,054.80	-23.97%
2773 DLL Finance Club Car CA550G Utility Cart	6,192.50	7,740.50	-1,548.00	-20.00%
2774 Wells - Sod Cutter, Progator, 3500-D Groundsmaster	52,766.34	64,467.17	-11,700.83	-18.15%
2775 Deere Credit, Inc. Hybrid Mower	24,850.88	0.00	24,850.88	100.00%
2776 Wells Fargo MTE 2018 TurfCo Blower	7,591.23	0.00	7,591.23	100.00%
Total Long-Term Liabilities	**$2,338,498.16**	**$2,353,247.41**	**-$ 14,749.25**	**-0.63%**
Total Liabilities	**$2,768,348.85**	**$2,534,698.86**	**$ 233,649.99**	**9.22%**
Equity				
3000 Fund Balance				
3010 Fund Balance - Beginning	-42,873.28	-42,873.28	0.00	0.00%

Total 3000 Fund Balance	**-$ 42,873.28**	**-$ 42,873.28**	**$ 0.00**	**0.00%**
3500 Reserves				
3550 Reserve for Contingencies	405,368.10	405,368.10	0.00	0.00%
Total 3500 Reserves	**$ 405,368.10**	**$ 405,368.10**	**$ 0.00**	**0.00%**
3900 Retained Earnings	-1,068,821.25	-832,320.44	-236,500.81	-28.41%
Net Income	-208,312.04	-116,113.03	-92,199.01	-79.40%
Total Equity	**-$ 914,638.47**	**-$ 585,938.65**	**-$328,699.82**	**-56.10%**
TOTAL LIABILITIES AND EQUITY	**$1,853,710.38**	**$1,948,760.21**	**-$ 95,049.83**	**-4.88%**

OAK HILLS PARK AUTHORITY
P&L - Current Month Vs. Prior Year Month
January 2019

	Total			
	Jan 2019	Jan 2018 (PY)	Change	% Change
Income				
4000 REVENUES				
4001 Golf Revenue				
4010 Golf Fees	4,287.00	1,284.00	3,003.00	233.88%
4020 I.D. Cards	33,635.00	36,905.00	-3,270.00	-8.86%
4030 Tournament Fees	0.00	0.00	0.00	0.00%
4050 Cart Revenue	0.00	0.00	0.00	0.00%
4055 GolfBoard Revenue	0.00	0.00	0.00	0.00%
4060 Golf Revenue - Gift Certif.	803.00	50.00	753.00	1506.00%
4070 Gift & Rain Checks Redeemed	-632.00	-110.00	-522.00	-474.55%
Total 4001 Golf Revenue	**$ 38,093.00**	**$ 38,129.00**	**-$ 36.00**	**-0.09%**
4200 Rental Income	1,350.00	1,350.00	0.00	0.00%
4300 Investment Income	0.81	7.96	-7.15	-89.82%
4600 Restaurant Income	0.00	3,000.00	-3,000.00	-100.00%
4700 Advertising Revenue	0.00	0.00	0.00	0.00%
Total 4000 REVENUES	**$ 39,443.81**	**$ 42,486.96**	**-$ 3,043.15**	**-7.16%**
Total Income	**$ 39,443.81**	**$ 42,486.96**	**-$ 3,043.15**	**-7.16%**
Gross Profit	**$ 39,443.81**	**$ 42,486.96**	**-$ 3,043.15**	**-7.16%**
Expenses				
5000 PERSONNEL EXPENSE				
5010 Management Salary	12,940.94	12,259.63	681.31	5.56%
5030 Operations	1,873.26	1,038.53	834.73	80.38%
5040 Operations O/T	0.00	0.00	0.00	0.00%
5050 Course Personnel	23,967.05	26,067.02	-2,099.97	-8.06%
5060 Course Personnel O/T	0.00	0.00	0.00	0.00%
5070 Seasonal Personnel	-275.55	0.00	-275.55	-100.00%
5080 Seasonal Personnel O/T	0.00	0.00	0.00	0.00%
Total 5000 PERSONNEL EXPENSE	**$ 38,505.70**	**$ 39,365.18**	**-$ 859.48**	**-2.18%**
5200 EMPLOYEE BENEFITS				
5210 Payroll Taxes	2,908.82	3,011.41	-102.59	-3.41%
5230 State Unemployment	2,133.81	2,347.59	-213.78	-9.11%
5250 Health Insurance	3,199.15	4,212.39	-1,013.24	-24.05%
5260 Workmans Compensation	814.35	613.30	201.05	32.78%
5270 Retirement Plans	592.78	589.36	3.42	0.58%
Total 5200 EMPLOYEE BENEFITS	**$ 9,648.91**	**$ 10,774.05**	**-$ 1,125.14**	**-10.44%**
5400 ADMINISTRATIVE EXPENSES				
5420 Telephone	1,048.36	538.12	510.24	94.82%
5430 Professional Fees	2,515.14	4,015.14	-1,500.00	-37.36%
5436 Advertising	743.05	778.42	-35.37	-4.54%
5440 Office Expense	635.08	616.30	18.78	3.05%

5441 Bank Charges	113.90	19.70	94.20	478.17%
5442 Credit Card Fees	316.40	941.19	-624.79	-66.38%
5450 Training and Dues	595.00	395.00	200.00	50.63%
5461 Authority Secretarial Services	240.00	250.00	-10.00	-4.00%
5469 Other Outside Services	751.91	653.75	98.16	15.01%
5470 Other Administrative	649.06	431.25	217.81	50.51%
5480 Utilities	3,208.70	1,621.84	1,586.86	97.84%
5499 Bad Debt Expense	0.00	3,000.00	-3,000.00	-100.00%
5500 Liability Insurance	4,073.77	3,915.47	158.30	4.04%
5520 Interest Expense	1,031.59	867.32	164.27	18.94%
Total 5400 ADMINISTRATIVE EXPENSES	**$ 15,921.96**	**$ 18,043.50**	**-$ 2,121.54**	**-11.76%**
5700 PARK MAINTENANCE				
5710 Water	706.65	895.91	-189.26	-21.12%
5720 Heating Fuel	1,956.03	2,290.05	-334.02	-14.59%
5730 Grounds Maintenance	0.00	559.79	-559.79	-100.00%
5740 Tree Maintenance	1,060.00	0.00	1,060.00	100.00%
5760 Irrigation Maintenance	0.00	198.00	-198.00	-100.00%
5770 Consumable Tools	65.61	0.00	65.61	100.00%
5800 Equipment Maintenance	411.28	5,292.34	-4,881.06	-92.23%
5820 Building Maintenance	1,024.48	1,138.95	-114.47	-10.05%
5860 Gasoline/Diesel Fuel	0.00	786.15	-786.15	-100.00%
Total 5700 PARK MAINTENANCE	**$ 5,224.05**	**$ 11,161.19**	**-$ 5,937.14**	**-53.19%**
6000 CART EXPENSE				
6020 Electricity	193.44	195.44	-2.00	-1.02%
6050 Cart Insurance	400.00	400.00	0.00	0.00%
Total 6000 CART EXPENSE	**$ 593.44**	**$ 595.44**	**-$ 2.00**	**-0.34%**
Total Expenses	**$ 69,894.06**	**$ 79,939.36**	**-$10,045.30**	**-12.57%**
Net Operating Income	**-$30,450.25**	**-$ 37,452.40**	**$ 7,002.15**	**18.70%**
Other Expenses				
8000 Depreciation/Amortization	19,973.46	19,694.55	278.91	1.42%
8001 Capital projects				
8100 Capital Projects - Cash	616.64	85.15	531.49	624.18%
Total 8001 Capital projects	**$ 616.64**	**$ 85.15**	**$ 531.49**	**624.18%**
8002 Bond to City	0.00	4,372.16	-4,372.16	-100.00%
8004 Capital Debt to City	0.00	124.33	-124.33	-100.00%
8005 Operating Debt to City	0.00	124.33	-124.33	-100.00%
Total Other Expenses	**$ 20,590.10**	**$ 24,400.52**	**-$ 3,810.42**	**-15.62%**
Net Other Income	**-$20,590.10**	**-$ 24,400.52**	**$ 3,810.42**	**15.62%**
Net Income	**-$51,040.35**	**-$ 61,852.92**	**$ 10,812.57**	**17.48%**

OAK HILLS PARK AUTHORITY
P&L - Current YTD Vs. Prior YTD
July 2018 - January 2019

	Total			
	Jul 2018 - Jan 2019	Jul 2017 - Jan 2018 (PY)	Change	% Change
Income				
4000 REVENUES				
4001 Golf Revenue				
4010 Golf Fees	531,789.50	612,572.10	-80,782.60	-13.19%
4020 I.D. Cards	38,715.00	44,140.00	-5,425.00	-12.29%
4030 Tournament Fees	59,405.10	39,300.00	20,105.10	51.16%
4050 Cart Revenue	174,829.00	197,187.00	-22,358.00	-11.34%
4055 GolfBoard Revenue	3,767.00	9,832.00	-6,065.00	-61.69%
4060 Golf Revenue - Gift Certif.	14,151.95	18,607.00	-4,455.05	-23.94%
4070 Gift & Rain Checks Redeemed	-13,669.00	-14,870.00	1,201.00	8.08%
Total 4001 Golf Revenue	$ 808,988.55	$ 906,768.10	-$ 97,779.55	-10.78%
4100 Tennis Revenue	15,000.00	30,088.00	-15,088.00	-50.15%
4200 Rental Income	9,450.00	9,450.00	0.00	0.00%
4300 Investment Income	32.05	142.83	-110.78	-77.56%
4400 Misc. Income	50.00	121.12	-71.12	-58.72%
4600 Restaurant Income	7.00	39,000.00	-38,993.00	-99.98%
4700 Advertising Revenue	0.00	200.00	-200.00	-100.00%
Total 4000 REVENUES	$ 833,527.60	$ 985,770.05	-$152,242.45	-15.44%
Total Income	$ 833,527.60	$ 985,770.05	-$152,242.45	-15.44%
Gross Profit	$ 833,527.60	$ 985,770.05	-$152,242.45	-15.44%
Expenses				
5000 PERSONNEL EXPENSE				
5010 Management Salary	88,570.07	88,197.45	372.62	0.42%
5030 Operations	101,649.79	100,092.88	1,556.91	1.56%
5040 Operations O/T	472.23	443.28	28.95	6.53%
5050 Course Personnel	171,653.98	181,067.97	-9,413.99	-5.20%
5060 Course Personnel O/T	455.65	629.41	-173.76	-27.61%
5070 Seasonal Personnel	76,972.47	84,002.17	-7,029.70	-8.37%
5080 Seasonal Personnel O/T	346.61	855.93	-509.32	-59.50%
Total 5000 PERSONNEL EXPENSE	$ 440,120.80	$ 455,289.09	-$ 15,168.29	-3.33%
5200 EMPLOYEE BENEFITS				
5210 Payroll Taxes	33,413.40	35,053.24	-1,639.84	-4.68%
5230 State Unemployment	11,447.61	12,351.13	-903.52	-7.32%
5250 Health Insurance	24,965.67	29,486.73	-4,521.06	-15.33%
5260 Workmans Compensation	10,118.53	8,899.52	1,219.01	13.70%
5270 Retirement Plans	4,380.11	4,424.85	-44.74	-1.01%
Total 5200 EMPLOYEE BENEFITS	$ 84,325.32	$ 90,215.47	-$ 5,890.15	-6.53%
5400 ADMINISTRATIVE EXPENSES				
5420 Telephone	6,034.35	3,731.39	2,302.96	61.72%

5430 Professional Fees	17,515.14	20,390.14	-2,875.00	-14.10%
5436 Advertising	6,893.33	10,037.42	-3,144.09	-31.32%
5440 Office Expense	7,772.62	6,692.48	1,080.14	16.14%
5441 Bank Charges	272.30	191.85	80.45	41.93%
5442 Credit Card Fees	19,586.40	21,142.99	-1,556.59	-7.36%
5445 Postage	44.70	59.84	-15.14	-25.30%
5450 Training and Dues	1,720.00	2,785.00	-1,065.00	-38.24%
5461 Authority Secretarial Services	1,440.00	1,630.00	-190.00	-11.66%
5469 Other Outside Services	3,318.44	2,712.39	606.05	22.34%
5470 Other Administrative	4,229.43	3,306.73	922.70	27.90%
5471 Charitable Contributions	0.00	100.00	-100.00	-100.00%
5480 Utilities	30,688.83	22,873.92	7,814.91	34.17%
5499 Bad Debt Expense	0.00	15,000.00	-15,000.00	-100.00%
5500 Liability Insurance	28,521.34	27,530.89	990.45	3.60%
5520 Interest Expense	6,039.44	4,073.09	1,966.35	48.28%
Total 5400 ADMINISTRATIVE EXPENSES	**$ 134,076.32**	**$ 142,258.13**	**-$ 8,181.81**	**-5.75%**
5600 SALES AND OPERATIONS				
5620 Clubhouse / Pro Shop Maintenance	6,143.57	0.00	6,143.57	
5640 Golf Pro Supplies	2,099.14	130.58	1,968.56	1507.55%
Total 5600 SALES AND OPERATIONS	**$ 8,242.71**	**$ 130.58**	**$ 8,112.13**	**6212.38%**
5700 PARK MAINTENANCE				
5710 Water	22,079.81	41,850.44	-19,770.63	-47.24%
5720 Heating Fuel	5,437.94	6,632.24	-1,194.30	-18.01%
5730 Grounds Maintenance	12,551.13	12,112.57	438.56	3.62%
5740 Tree Maintenance	1,060.00	1,930.00	-870.00	-45.08%
5750 Agriculture and Chemicals				
5751 Agriculture&Chemicals-Purchased	30,162.21	13,766.72	16,395.49	119.10%
5752 Agriculture/Chemicals Utilized	19,196.94	29,399.49	-10,202.55	-34.70%
Total 5750 Agriculture and Chemicals	**$ 49,359.15**	**$ 43,166.21**	**$ 6,192.94**	**14.35%**
5760 Irrigation Maintenance	8,346.68	6,662.57	1,684.11	25.28%
5770 Consumable Tools	1,985.58	884.25	1,101.33	124.55%
5780 Tee and Green Supplies	0.00	171.26	-171.26	-100.00%
5795 Janitorial Supplies	29.01	106.82	-77.81	-72.84%
5800 Equipment Maintenance	15,720.26	17,538.15	-1,817.89	-10.37%
5820 Building Maintenance	8,648.29	14,609.89	-5,961.60	-40.81%
5840 Small Equipment	920.00	1,035.89	-115.89	-11.19%
5860 Gasoline/Diesel Fuel	7,237.54	8,466.63	-1,229.09	-14.52%
5880 Employee work clothes	0.00	126.85	-126.85	-100.00%
Total 5700 PARK MAINTENANCE	**$ 133,375.39**	**$ 155,293.77**	**-$ 21,918.38**	**-14.11%**
6000 CART EXPENSE				
6010 Cart Lease Expense	55,782.28	60,588.00	-4,805.72	-7.93%
6015 Board Lease Expense	4,716.09	7,588.23	-2,872.14	-37.85%
6020 Electricity	9,027.21	8,602.19	425.02	4.94%
6030 Maintenance	2,605.51	1,688.24	917.27	54.33%
6050 Cart Insurance	2,800.00	2,800.00	0.00	0.00%
6060 Misc. Cart Expense	2,000.00	0.00	2,000.00	100.00%
Total 6000 CART EXPENSE	**$ 76,931.09**	**$ 81,266.66**	**-$ 4,335.57**	**-5.33%**

Total Expenses	**$ 877,071.63**	**$ 924,453.70**	**-$ 47,382.07**	**-5.13%**
Net Operating Income	**-$ 43,544.03**	**$ 61,316.35**	**-$104,860.38**	**-171.02%**
Other Expenses				
8000 Depreciation/Amortization	139,256.40	137,861.85	1,394.55	1.01%
8001 Capital projects				
8100 Capital Projects - Cash	25,511.61	7,174.79	18,336.82	255.57%
Total 8001 Capital projects	**$ 25,511.61**	**$ 7,174.79**	**$ 18,336.82**	**255.57%**
8002 Bond to City	0.00	30,605.12	-30,605.12	-100.00%
8004 Capital Debt to City	0.00	917.31	-917.31	-100.00%
8005 Operating Debt to City	0.00	870.31	-870.31	-100.00%
Total Other Expenses	**$ 164,768.01**	**$ 177,429.38**	**-$ 12,661.37**	**-7.14%**
Net Other Income	**-$ 164,768.01**	**-$ 177,429.38**	**$ 12,661.37**	**7.14%**
Net Income	**-$ 208,312.04**	**-$ 116,113.03**	**-$ 92,199.01**	**-79.40%**

Oak Hills Park Authority
FY18 Actual vs. Budget

	January Act	January Bud	Var $	Var %	YTD Act	YTD Bud	Var $	Var %
REVENUE								
4000 · REVENUES								
4001 · Golf Revenue								
4010 · Golf Fees	$4,287	$3,443	$844	24.5%	$531,790	$529,730	$2,060	0.4%
4020 · I.D. Cards	$33,635	$45,897	-$12,262	-26.7%	$38,715	$50,977	-$12,262	-24.1%
4030 · Tournament Fees	$0	$0	$0	0.0%	$59,405	$59,405	$0	0.0%
4050 · Cart Revenue	$0	$0	$0	0.0%	$174,829	$175,628	-$799	-0.5%
4055 · GolfBoard Revenue	$0	$0	$0	0.0%	$3,767	$3,801	-$34	-0.9%
4060 · Golf Revenue - Gift Certif.	$803	$441	$362	82.2%	$14,152	$18,563	-$4,411	-23.8%
4070 · Gift & Rain Checks Redeemed	-$632	-$98	-$534	547.4%	-$13,669	-$13,101	-$568	4.3%
Total 4001 · Golf Revenue	**$38,093**	**$49,684**	**-$11,591**	**-23.3%**	**$808,989**	**$825,003**	**-$16,015**	**-1.9%**
4100 · Tennis Revenue	$0	$0	$0	0.0%	$15,000	$15,000	$0	0.0%
4200 · Rental Income	$1,350	$1,364	-$14	-1.0%	$9,450	$9,479	-$29	-0.3%
4300 · Investment Income	$1	$24	-$23	-96.6%	$32	$110	-$78	-70.8%
4400 · Misc. Income	$0	$0	$0	0.0%	$50	$50	$0	0.0%
4600 · Restaurant Income	$0	$0	$0	0.0%	$7	$6	$1	16.7%
4700 · Advertising Revenue	$0	$0	$0	0.0%	$0	$0	$0	0.0%
Total Other Revenue	**$1,351**	**$1,388**	**-$37**	**-2.7%**	**$24,539**	**$24,644**	**-$105**	**-0.4%**
TOTAL REVENUE	**$39,444**	**$51,072**	**-$11,628**	**-22.8%**	**$833,528**	**$849,648**	**-$16,120**	**-1.9%**
EXPENSE								
5000 · PERSONNEL EXPENSE								
5010 · Management Salary	$12,941	$12,960	$19	0.1%	$88,570	$88,301	-$270	-0.3%
5030 · Operations	$1,873	$1,417	-$456	-32.2%	$101,650	$100,446	-$1,204	-1.2%
5040 · Operations O/T	$0	$0	$0	0.0%	$472	$0	-$472	0.0%
5050 · Course Personnel	$23,967	$26,240	$2,273	8.7%	$171,654	$176,094	$4,440	2.5%
5060 · Course Personnel O/T	$0	$0	$0	0.0%	$456	$629	$173	27.6%
5070 · Seasonal Personnel	-$276	$749	$1,024	136.8%	$76,972	$80,651	$3,678	4.6%
5080 · Seasonal Personnel O/T	$0	$107	$107	100.0%	$347	$574	$228	39.6%
Total 5000 · PERSONNEL EXPENSE	**$38,506**	**$41,473**	**$2,968**	7.2%	**$440,121**	**$446,694**	**$6,573**	1.5%
5200 · EMPLOYEE BENEFITS								
5210 · Payroll Taxes	$2,909	$3,046	$137	4.5%	$33,413	$33,986	$572	1.7%
5230 · State Unemployment	$2,134	$2,494	$360	14.4%	$11,448	$11,847	$399	3.4%
5250 · Health Insurance	$3,199	$3,312	$113	3.4%	$24,966	$26,064	$1,099	4.2%
5260 · Workmans Compensation	$814	$556	-$258	-46.5%	$10,119	$9,779	-$339	-3.5%
5270 · Retirement Plans	$593	$544	-$49	-8.9%	$4,380	$4,316	-$64	-1.5%
Total 5200 · EMPLOYEE BENEFITS	**$9,649**	**$9,952**	**$303**	3.0%	**$84,325**	**$85,992**	**$1,666**	1.9%
5400 · ADMINISTRATIVE EXPENSES								
5420 · Telephone	$1,048	$517	-$532	-103.0%	$6,034	$5,213	-$821	-15.7%
5430 · Professional Fees	$2,515	$2,500	-$15	-0.6%	$17,515	$17,500	-$15	-0.1%
5436 · Advertising	$743	$1,244	$501	40.3%	$6,893	$7,778	$885	11.4%
5440 · Office Expense	$635	$1,232	$597	48.4%	$7,773	$8,231	$458	5.6%
5441 · Bank Charges	$114	$16	-$98	-617.6%	$272	$171	-$101	-59.1%
5442 · Credit Card Fees	$316	$590	$274	46.4%	$19,586	$19,885	$299	1.5%
5445 · Postage	$0	$0	$0	0.0%	$45	$25	-$20	-81.0%
5450 · Training and Dues	$595	$836	$241	28.8%	$1,720	$2,404	$684	28.4%
5461 · Authority Secretarial Services	$240	$300	$60	20.0%	$1,440	$1,561	$121	7.7%
5469 · Other Outside Services	$752	$544	-$208	-38.2%	$3,318	$3,129	-$190	-6.1%
5470 · Other Admin	$649	$428	-$221	-51.7%	$4,229	$3,943	-$287	-7.3%
5471 · Charitable Contributions	$0	$0	$0	0.0%	$0	$0	$0	0.0%
5480 · Utilities	$3,209	$2,416	-$793	-32.8%	$30,689	$29,558	-$1,131	-3.8%
5490 · Water	$0	$0	$0	0.0%	$0	$0	$0	0.0%
5499 · Bad Debt Expense	$0	$0	$0	0.0%	$0	$0	$0	0.0%
Total 5400 · ADMINISTRATIVE EXPENSES	**$10,817**	**$10,622**	**-$194**	-1.8%	**$99,516**	**$99,397**	**-$118**	-0.1%
5500 · DEBT SERVICE AND INSURANCE								

Oak Hills Park Authority
FY18 Actual vs. Budget

	January Act	January Bud	Var $	Var %	YTD Act	YTD Bud	Var $	Var %
5500 · Liability Insurance	$4,074	$4,200	$127	3.0%	$28,521	$28,775	$253	0.9%
5520 · Interest	$1,032	$1,722	$691	40.1%	$6,039	$7,776	$1,737	22.3%
Total 5500 · DEBT SERVICE AND INSURANCE	**$5,105**	**$5,923**	**$817**	13.8%	**$34,561**	**$36,551**	**$1,990**	5.4%
5600 · SALES AND OPERATIONS								
5620 · Clubhouse/Pro Shop Maint.	$0	$694	$694	100.0%	$6,144	$7,531	$1,388	18.4%
5640 · Golf Pro Supplies	$0	$0	$0	0.0%	$2,099	$2,099	$0	0.0%
5680 · Golf Pro Work Clothes	$0	$0	$0	0.0%	$0	$0	$0	0.0%
Total 5600 SALES AND OPERATIONS	**$0**	**$694**	**$694**	100.0%	**$8,243**	**$9,630**	**$1,388**	14.4%
5700 · PARK MAINTENANCE								
5710 · Water	$707	$2,216	$1,509	68.1%	$22,080	$28,053	$5,974	21.3%
5720 · Heating Fuel	$1,956	$2,019	$63	3.1%	$5,438	$6,712	$1,274	19.0%
5730 · Grounds Maintenance	$0	$337	$337	100.0%	$12,551	$13,510	$959	7.1%
5740 · Tree Maintenance	$1,060	$0	-$1,060	0.0%	$1,060	$0	-$1,060	0.0%
5751 · Agriculture&Chemicals-Purch	$0	$0	$0	0.0%	$30,162	$46,435	$16,273	35.0%
5752 · Agriculture/Chemicals Utilized	$0	$0	$0	0.0%	$19,197	$0	-$19,197	0.0%
5760 · Irrigation Maintenance	$0	$151	$151	100.0%	$8,347	$9,114	$767	8.4%
5770 · Consumable Tools	$66	$54	-$12	-21.8%	$1,986	$1,438	-$548	-38.1%
5780 · Tee and Green Supplies	$0	$198	$198	100.0%	$0	$198	$198	100.0%
5795 · Janitorial Supplies	$0	$0	$0	0.0%	$29	$363	$334	92.0%
Total 5700 · PARK MAINTENANCE	**$3,788**	**$4,975**	**$1,186**	23.8%	**$100,849**	**$105,821**	**$4,972**	4.7%
5800 · PARK EQUIPMENT								
5800 · Equipment Maintenance	$411	$4,598	$4,187	91.1%	$15,720	$20,992	$5,271	25.1%
5820 · Building Maintenance	$1,024	$1,918	$893	46.6%	$8,648	$12,969	$4,321	33.3%
5840 · Small Equipment	$0	$0	$0	0.0%	$920	$932	$12	1.3%
5860 · Gasoline/Diesel Fuel	$0	$353	$353	100.0%	$7,238	$8,211	$974	11.9%
5880 · Employee work clothes	$0	$0	$0	0.0%	$0	$0	$0	0.0%
Total 5800 · PARK EQUIPMENT	**$1,436**	**$6,869**	**$5,433**	79.1%	**$32,526**	**$43,105**	**$10,579**	24.5%
6000 · CART EXPENSE								
6010 · Cart Lease Expense	$0	$0	$0	0.0%	$55,782	$52,428	-$3,354	-6.4%
6015 · Board Lease Expense	$0	$0	$0	0.0%	$4,716	$4,716	$0	0.0%
6020 · Electricity	$193	$63	-$130	-205.8%	$9,027	$8,844	-$183	-2.1%
6030 · Maintenance	$0	$167	$167	100.0%	$2,606	$2,420	-$185	-7.6%
6050 · Cart Insurance	$400	$400	$0	0.0%	$2,800	$2,800	$0	0.0%
6060 · Misc. Cart Expense	$0	$0	$0	0.0%	$2,000	$2,000	$0	0.0%
Total 6000 · CART EXPENSE	**$593**	**$630**	**$36**	5.8%	**$76,931**	**$73,209**	**-$3,722**	-5.1%
7001 · Uncategorized Expenses								
TOTAL OPERATIONAL EXPENSE	**$69,894**	**$81,137**	**$11,243**	13.9%	**$877,072**	**$900,399**	**$23,327**	2.6%
TOTAL OPERATIONAL NET INCOME	**-$30,450**	**-$30,065**	**-$385**	1.3%	**-$43,544**	**-$50,751**	**$7,207**	-14.2%
Depreciation/Amortization								
Restructured Debt	$0	$0	$0	0.0%	$0	$0	$0	0.0%
Capital Funding $150k	$0	$0	$0	0.0%	$0	$0	$0	0.0%
$150K Operating Debt	$0	$0	$0	0.0%	$0	$0	$0	0.0%
Total Other Expense	**$0**	**$0**	**$0**	0.0%	**$0**	**$0**	**$0**	0.0%
NET INCOME BEFORE CAPITAL EXPENSES	**-$30,450**	**-$30,065**	**-$385**	1.3%	**-$43,544**	**-$50,751**	**$7,207**	-14.2%
8000 · OTHER EXPENSE								
8000 · Depreciation/Amortization								
8000 · Depreciation/Amortization Non Cash								
8001 · Capital projects								
8100 - Capital Proj Cash	$617	$2,465	$1,848	75.0%	$25,512	$17,675	-$7,837	-44.3%
8101 - Capital Proj Financed	$0	$0	$0	0.0%	$0	$0	$0	0.0%
Contingency								
Total 8000 · OTHER EXPENSE	$617	$2,465	$1,848	75.0%	$25,512	$17,675	-$7,837	-44.3%
NET INCOME	**-$31,067**	**-$32,530**	**$1,463**	-4.5%	**-$69,056**	**-$68,426**	**-$629**	0.9%

Oak Hills Park Authority

Financial Statements
With Independent Auditors' Report
For The Year Ended June 30, 2018

Oak Hills Park Authority

Table of Contents

PKF O'CONNOR DAVIES ACCOUNTANTS AND ADVISORS

Independent Auditors' Report

Board of Directors
Oak Hills Park Authority

We have audited the accompanying financial statements of Oak Hills Park Authority which consist of the statement of net position as of June 30, 2018, the related statements of revenues, expenses and change in net position and cash flows for the year ended June 30, 2018, and the related notes to the financial statements, which collectively comprise Oak Hills Park Authority's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the statement of net position of Oak Hills Park Authority as of June 30, 2018, and the respective statements of revenues, expenses and change in net position and cash flows, and notes to the financial statements, for the year then ended in accordance with accounting principles generally accepted in the United States of America.

PKF O'CONNOR DAVIES, LLP
3001 Summer Street, 5th Floor East, Stamford, CT 06905 I Tel: 203.323.2400 I Fax: 203.967.8733 I www.pkfod.com

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis on pages 3 through 6 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Government Accounting Standards Board, who considers it to be an essential part of the financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise Oak Hills Park Authority's basic financial statements. The supplemental schedules on pages 18 and 19 are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The supplemental schedules are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the supplemental schedules are fairly stated in all material respects in relation to the basic financial statements as a whole.

PKF O'Connor Davies, LLP

February 20, 2019

Management's Discussion and Analysis
June 30, 2018

Within this section of the Oak Hills Park Authority (the "Authority") annual financial report, the Authority's management provides narrative discussion and analysis of the financial condition and activities of the Authority as of and for the year ended June 30, 2018. The Authority's financial performance is discussed and analyzed within the context of the accompanying financial statements and disclosures following this section. This information should be read in conjunction with the audited financial statements and accompanying notes to the financial statements which follow this section.

Financial Highlights

- The liabilities of the Authority exceeded its assets at the close of the most recent fiscal year by $706,328 (*net position*).

- The Authority's total net position decreased by $178,246. The decrease is substantially due to the on-going expenses that exceed revenue generation.

- The Authority's debt and notes payable increased by $81,705 during the current fiscal year due to new capital leases for the financing of a ground maintenance equipment and a drawdown from a line of credit, offset by scheduled principal payments.

Overview of the Financial Statements

Management's discussion and analysis introduces the Authority's basic financial statements which include the statement of net position, the statement of revenues, expenses and change in net position, the statement of cash flows, notes to the financial statements and information to supplement the basic financial statements.

The statement of net position is the statement of position presenting information that includes the Authority's assets and liabilities, with the difference reported as net position. Over time, increases and decreases in net position may serve as a useful indicator whether the financial position of the Authority is improving or deteriorating. Evaluation of the overall economic health of the Authority would extend to other nonfinancial factors in addition to the financial information provided in this report.

The statement of revenues, expenses and change in net position reports how the Authority's net position changed during the current fiscal year. An important purpose of the design of the statement of revenues, expenses and change in net position is to show the financial reliance of the Authority's distinct activities or functions on revenue provided by the users of the Park.

The accompanying notes to the financial statements provide information essential to a full understanding of the Authority's financial statements. The notes to the financial statements begin immediately following the basic financial statements.

In addition to the basic financial statements and accompanying notes, this report also presents certain supplementary information concerning the Authority's expenses for personnel, administrative and park maintenance expenses. Supplementary information follows the notes to the financial statements.

Financial Analysis

As year-to-year financial information is accumulated on a consistent basis, changes in net position may be observed and used to discuss the changing financial position of the Authority.

The following provides a summary of the Authority's net position at June 30:

	2018	2017
Current Assets	$ 168,203	$ 274,046
Capital Assets, net	1,889,699	1,934,787
Total Assets	$ 2,057,902	$ 2,208,833
Long-term Liabilities	2,196,483	2,105,898
Other Liabilities	567,747	631,017
Total Liabilities	$ 2,764,230	$ 2,736,915
Net Position		
Net Investment in Capital Assets	(610,708)	(310,551)
Unrestricted	(95,620)	(217,531)
Total Net Position	$ (706,328)	$ (528,082)

The following provides a summary of revenues, operating expenses, nonoperating expenses and changes in net position for the years ended June 30:

	2018	2017
Revenues	$ 1,610,423	$ 1,553,741
Operating Expenses	(1,723,302)	(1,693,671)
Net Nonoperating Revenue (Expenses)	(65,367)	(64,413)
Net Change in Net Position	$ (178,246)	$ (204,343)

Total net position is comprised of the following:

1. Total net position is restricted by constraints imposed by the lease agreement with the City of Norwalk.
2. Unrestricted net position (deficit) represents the portion available to maintain the Authority's continuing obligations for its operation and to its creditors.
3. Capital assets include park improvements, a restaurant and machinery and equipment, net of accumulated depreciation.

The Authority's net position at June 30, 2018 is a deficit of $706,328, an increase of $178,246 over the previous year deficit of $528,082. Net position decreased due to shortfalls in rental income and user fees and the debt burden that has resulted from cumulative capital costs.

Total liabilities of the Authority increased by $27,315 to $2,764,230 primarily due to increases in capital lease obligations and borrowings under the line of credit.

Revenue for the year was $1,610,423, an increase of $56,682 over revenue reported for the prior year, primarily due to an increase in golf fees and cart and board revenue. Revenue for fiscal year 2018 was $54,279 less than budgeted primarily due to lower than anticipated tournament revenue and restaurant rental income.

Operating expenses for the year were $1,723,702, an increase of $29,631 over operating expenses reported for the prior year due to an increase in cart lease and legal expenses. Operating expenses for fiscal year 2018 were $30,766 less than budgeted due to decreased personnel and park maintenance, offset by an increase in administrative and cart expenses.

Net nonoperating expenses for the year were $65,367, an increase of $954 over the prior year.

During the year ended June 30, 2018, the Authority acquired $194,594 of capital assets including restaurant equipment and refurbishment to the restaurant. No assets were retired from service during the year.

Capital assets

The following provides a summary of capital assets (net) at June 30, 2018 and 2017:

	2018	2017
Park Improvements	$ 569,796	$ 631,874
Restaurant	1,145,265	1,173,560
Machinery and Equipment	174,638	129,352
Total Capital Assets, net	$ 1,889,699	$ 1,934,786

Long-term debt

At the end of the current fiscal year, the Authority had total long-term debt of $2,500,407, an increase of $81,705 as compared to the prior year. The increase is primarily due to the principal payments of $79,504, debt isssuance of $60,000 and capital lease additions of $101,209. All debt is backed by the full faith and credit of the Authority.

	2018	2017
City Debt	$ 2,191,246	$ 2,220,922
Commercial Debt	161,514	112,134
Capital Leases	147,647	85,646
Total Long-term Debt	$ 2,500,407	$ 2,418,702

Additional information on the Authority's long-term debt can be found in Notes 6, 7 and 8.

Economic Factors

The Authority's operations are driven by user fees. With the economy relatively strong and steady, combined with the recent improvements to the facilities, we expect user fees to increase going forward. The Board considers the condition of the local economy as well as other factors when developing the Authority's annual operating budget.

Requests for Information

This financial report is designed to provide a general overview of the Authority's finances for all those with an interest in the Authority's finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to Mark Gartner, Oak Hills Park Golf Course, 165 Fillow Street, Norwalk, Connecticut 06850.

Oak Hills Park Authority

Statement of Net Position

Year Ended June 30, 2018

ASSETS	
Current Assets	
Cash	$ 56,778
Receivables and prepaid expense	38,827
Prepaid supplies	72,598
Total Current Assets	168,203
Capital Assets, net	1,889,699
Total Assets	$ 2,057,902
LIABILITIES AND NET POSITION	
Current Liabilities	
Account payable	$ 49,504
Accrued expenses	146,946
Security deposit	1,350
Unearned revenue	66,023
Borrowings under a line of credit	140,000
Current portion of notes payable	122,529
Capital lease payable	41,395
Total Current Liabilities	567,747
Noncurrent Liabilities	
Notes payable, less current portion	2,090,231
Capital lease payable	106,252
Total nonurrent Liabilities	2,196,483
Total Liabilities	2,764,230
Net Position	
Net investment in capital assets	(610,708)
Unrestricted	(95,620)
Total net position	(706,328)
Total liabilities and net position	$ 2,057,902

See accompanying notes to financial statements

Oak Hills Park Authority

Statement of Revenue, Expenses and Change in Net Position
Budget and Actual
Year Ended June 30, 2018

	Actual	Budget
REVENUES		
Golf fees	$ 1,049,302	$ 1,069,340
Identification cards	123,746	136,225
Cart revenue	330,502	324,437
Rental income	95,289	122,700
Other	11,584	12,000
Total Revenue	1,610,423	1,664,702
EXPENSES		
Personnel	870,652	921,917
Administrative	178,852	176,446
Park maintenance	291,962	313,155
Cart	142,154	110,834
Depreciation	239,682	231,716
Total Expense	1,723,302	1,754,068
Operating loss	(112,879)	(89,366)
OTHER REVENUE (EXPENSE)		
Investment income	161	272
Interest expense	(65,528)	(62,674)
Net Other Expense	(65,367)	(62,402)
Net Change in net position	(178,246)	$ (151,768)
Total position - July 1, 2017	(528,082)	
Total position - June 30, 2018	$ (706,328)	

See accompanying notes to financial statements

Oak Hills Park Authority
Statement of Cash Flows
Year Ended June 30, 2018

CASH FLOWS FROM OPERATING ACTIVITIES	
Receipts from customers	$ 1,491,892
Receipts from tenants	95,289
Payments to employees for services	(910,140)
Payments to suppliers for goods and services	(611,059)
Net Cash Provided By Operating Activities	65,982
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITES	
Net advances on line of credit	60,000
Principal paid on debt	(40,296)
Payments on capital leases	(39,208)
Interest paid	(65,528)
Acquisition of capital assets	(93,385)
Net Cash Used for Capital and Related Financing Activities	(178,417)
NET CASH FROM INVESTING ACTIVITES	
Interest income	161
Net change in Cash	(112,274)
CASH	
Beginning of year	169,052
End of year	$ 56,778
RECONCILIATION OF OPERATING LOSS TO NET CASH PROVIDED BY OPERATING ACTIVITIES:	
Operating income (loss)	$ (112,879)
Adjustments to reconcile operating loss to net cash provided by operating activities:	
Depreciation	239,682
Changes in operating assets and liabilities	
Accounts receivable	(7,814)
Prepaid expenses	6,311
Prepaid supplies	(4,928)
Accounts payable	(7,166)
Accrued expenses	(31,796)
Unearned revenue	(15,428)
Net cash provided by operating activities	$ 65,982

See accompanying notes to financial statements

1. Organization

Oak Hills Park Authority (the "Authority") was created by Common Council of the City of Norwalk (the “City”), in accordance with Section 7-130a through 7-130w of the Connecticut General Statutes, in February 1997 for the purpose of acquiring, constructing, operating, maintaining and managing the Oak Hills Park (the “Park”), including the golf course, tennis courts and related recreational facilities currently located in Norwalk, Connecticut, for the use, enjoyment and benefit of the public. On December 22, 1997, the Authority entered into a lease agreement with the City of Norwalk effective March 1, 1998, at which time the Authority assumed responsibility for the operations of the Park.

The ordinance creating the Authority provides that the powers of the Authority shall be exercised by a body of nine members consisting of two members appointed by the Mayor of the City of Norwalk and seven members appointed by a majority vote of the Common Council of the City of Norwalk. Appointed members serve for a term of three years or until their successors are appointed or qualified.

The Authority is to adopt its annual budget for the ensuing fiscal year on or before June 1 of each year and is required to submit its proposed annual budget to the Mayor, Board of Estimate and Taxation and the Common Council by January 1 of each year.

2. Summary of Significant Accounting Policies

This summary of significant accounting policies of the Authority is presented to assist in understanding the Authority’s financial statements. The financial statements and selected notes are representations of the Authority’s management, which is responsible for their integrity and objectivity.

Basis of Accounting and Financial Statement Presentation

The financial statements of the Authority are prepared in accordance with generally accepted accounting principles.

The financial statements utilize the economic resources measurement focus and the accrual basis of accounting. Under this method, all assets and liabilities associated with operations are included on the statement of net position, revenues are recorded in the period they become available and measurable, which is at the time the service is provided, and expenses are recorded at the time liabilities are incurred.

Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States requires management to make estimates and assumptions that affect reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenue and expenses during the reporting period. Actual results could differ from those estimates.

2. Summary of Significant Accounting Policies *(continued)*

Cash and Cash Equivalents

For the purposes of the statement of cash flows, the Authority considers all highly liquid investments with a maturity of three months or less when purchased to be cash equivalents. When both restricted and unrestricted resources are available for use, it is the policy of the Authority to use unrestricted resources first, and then restricted resources as they are needed.

Receivables

Receivables are recorded when they are billed.

Prepaid Supplies

Prepaid supplies, consisting primarily of chemicals and agricultural products, are stated at cost.

Capital Assets

Capital assets, consisting of a restaurant, park improvements and machinery and equipment, are stated at cost and are depreciated over their estimated useful lives on a straight-line basis. Maintenance and repairs are expensed in the year incurred. Major renewals and betterments of equipment and facilities in excess of $500 are capitalized and depreciated over the estimated life of the asset.

The estimated useful lives of assets are as follows:

Park improvements	10 to 23.5 years
Restaurant	25 years
Machinery and equipment	5 years

Employee Sick Leave

Full time employees are entitled to accrue sick leave at the rate of 4.67 hours per month and are only able to use sick leave after their initial six months of employment. The maximum number of sick leave hours each employee is allowed to accrue is 56. There is no carryover to the next fiscal year of unused sick leave time; therefore, sick leave not used by June 30 is lost. No accrued, but unused sick time shall be paid out upon employee termination.

Long-term Obligations

Long-term debt and other long-term obligations are reported as liabilities in the statement of net position. Premiums and discounts are deferred and amortized over the life of the bonds using the effective interest method. Long-term debt is reported net of the applicable premium or discount. Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as debt service expenses.

2. Summary of Significant Accounting Policies *(continued)*

Fund Equity and Net Position

Net position is classified into the following categories:

Net investment in capital assets
This category presents the net position that reflect capital assets net of only the debt applicable to the acquisition or construction of these assets. Debt issued for non-capital purposes, and unspent bond proceeds, are excluded.

Restricted net position
This category presents the net position restricted by external parties (creditors, grantors, contributors or laws and regulations).

Unrestricted net position
This category presents the net position of the Authority which is not restricted.

3. Operating Deficits and Going Concern

For the year ended June 30, 2018, the Authority incurred an operating loss of $178,246, and ended the year with a working capital deficit of $399,544 and a deficiency in net position of $706,328. In addition, the Authority was not able to meet its debt service obligations as they became due and has defaulted on its debt to the City. Historically, the Authority has relied on the City to waive defaults and to modify the debt agreements in order to accommodate the Authority's operating deficiencies.

Management of the Authority is currently in discussions with the City regarding the Authority's lease (see Notes 7 and 9). The City has committed to provide funding to the Authority of approximately $82,000 to help fund the Authority's operations for the fiscal year ending June 30, 2019. Management of the Authority believes that it will be able to reach an agreement with the City that will allow the Authority to continue as a going concern.

4. Cash

Deposits - custodial credit risk - Custodial credit risk is the risk that, in the event of a bank failure, the Authority's deposits may not be returned to it. The Authority does not have a deposit policy for custodial credit risk. The Authority's bank balance of $70,431 was fully insured at year end.

Financial instruments that potentially subject the Authority to significant concentrations of credit risk consist primarily of cash. From time to time, the Authority's cash account balances exceed the Federal Deposit Insurance Corporation limit. The Authority reduces its credit risk by maintaining its cash deposits with major financial institutions and monitoring their credit ratings.

5. Capital Assets

Costs relating to capital assets and related accumulated depreciation are as follows:

	Beginning Balance	Increase	Ending Balance
Capital Assets Being Depreciated			
Park improvements	$ 1,735,613	$ 20,351	$ 1,755,964
Restaurant	2,277,135	72,189	2,349,324
Machinery and equipment	913,442	102,054	1,015,496
Total Capital Assets Being Depreciated	4,926,190	194,594	5,120,784
Accumulated Depreciation for:			
Park improvements	$ 1,103,739	$ 82,429	$ 1,186,168
Restaurant	1,103,575	100,484	1,204,059
Machinery and equipment	784,089	56,769	840,858
Total Accumulated Depreciation	2,991,403	239,682	3,231,085
Total Capital Assets Being Depreciated, Net	$ 1,934,787	$ (45,088)	$ 1,889,699

6. Capital Lease Obligations

The Authority leases various park maintenance equipment from several finance companies. The economic substance of the leases is the Authority is financing the acquisition of the assets through leases and, accordingly, the leases are recorded in the Authority's assets and liabilities. Capital leases reflect the transfer of risks and benefits associated with the leased assets. During the year, the Authority leased three new capital assets with a total cost of $101,209.

The following leased assets are included in machinery and equipment:

Machinery and equipment	$ 341,837
Less accumulated deprecation	195,539
Net book value	$ 146,298

6. Capital Lease Obligations *(continued)*

Amortization associated with the capital equipment leased is included in depreciation expense. Maturities of future capital lease obligations are as follows:

2019	$ 47,151
2020	46,341
2021	32,057
2022	24,247
2023	15,740
	165,536
Less amounts treated as interest	(17,889)
Total capital lease obligations	$ 147,647

7. Notes Payable

Notes payable to the City are comprised of the Restaurant Debt, Irrigation Debt, Paving Debt, Capital Debt and Operating Debt (collectively, the "City Debt"). The Restaurant Debt, Irrigation Debt and Paving Debt have been combined and are now referred to as the “consolidated debt”. The Authority also has “commercial debt”, which consists of two term loans and a line of credit.

Consolidated Debt

In 1997, the City issued the Oak Hills Park Project Bond Series dated 1997 totaling $2.5 million. The bond proceeds, as well as other City funds, were loaned by the City to the Authority and were used for improvements to the Park, as follows:

Irrigation Debt - $990,000 note payable to the City, advanced to the Authority in 1999

Paving Debt - $97,583 note payable to the City, advanced to the Authority in 1999

Restaurant Debt - $2,200,000 note payable to the City, originally dated January 2005

These debts were consolidated in August 2011 and are now subject to the terms in the Fourth Amended Promissory Note (the "Fourth Promissory Note"), executed in September, 2015.

This note requires annual payments of principal and interest, at the rate of 2.579% per annum, in the amount of $131,466 on each September 1, through September 1, 2036. The note is secured by an assignment of the rental income received by the Authority from the rental of the restaurant and the net rental income generated by the rental of carts and equipment.

Capital Debt

In August 2012, the Authority entered into an agreement with the City in the amount of $150,000 for the financing of capital improvements, with an interest rate of 1.9%. Payments of principal and interest in the amount of $16,612 are due annually through September 2022. Upon a default by the Authority of its repayment obligation, the City has a right to the assignment of rental income received by the Authority from the rental of the restaurant and the net rental income generated by the rental of carts and equipment at Oak Hills Park.

7. Notes Payable *(continued)*

Operating Debt

In March 2013, the Authority entered into an agreement with the City in the amount of $150,000 for the financing of operating expenses, with an interest rate of 1.9%. Principal and interest in the amount of $14,474 was paid July 2013, and payments of principal and interest of $16,612 are due annually commencing July 2014 through July 2022. Upon a default by the Authority of its repayment obligation, the City has a right to the assignment of rental income received by the Authority from the rental of the restaurant and the net rental income generated by the rental of carts and equipment at Oak Hills Park.

Commercial Debt

In March 2015, the Authority financed the purchase of a maintenance vehicle which requires annual payments of principal and interest of $6,511 through March 2020 with interest payable at the rate of 6% per annum. The loan is secured by the vehicle financed.

In December 2015, the Authority financed the purchase of equipment which requires annual payments of principal and interest of $4,503 through October 2020. The agreement is secured by the equipment financed.

The Authority has a loan and security agreement with a bank which allows for advances of up to $200,000. The loan is payable on demand with interest at the Wall Street Journal Prime Rate, with a minimum interest rate of 5%. The loan is secured by all of the Authority's present and future right, title and interest in and to any and all of the personal property of the Authority. The loan requires the ratio of EBITDA and capital expenditures less new long term indebtedness issued during the year to fund capital expenditures, to interest expense plus current maturities of long term debt, could not be less than 1.25 to 1.0 for any fiscal year. These covenants were not met during the year. The loan expired on December 16, 2018 and, despite the covenant violations, was extended to November 1, 2019.

8. Summary of All Long-term Debt

Long-term debt activity, including notes payable and capital lease obligations, for the year was as follows:

	City Debt	Commercial Financing	Capital Leases	Total
Beginning Balance	$ 2,220,922	$ 112,134	$ 85,646	$ 2,418,702
Additions	-	60,000	101,209	161,209
Reductions	(29,676)	(10,620)	(39,208)	(79,504)
Ending Balance	$ 2,191,246	$ 161,514	$ 147,647	$ 2,500,407

8. Summary of All Long-term Debt *(continued)*

Maturities of future long-term debt payments are as follows:

2019	$	303,924
2020		164,909
2021		144,927
2022		142,355
2023		136,733
2024 through 2028		484,567
2029 through 2033		550,365
2034 through 2038		572,627
Total long-term debt	$	2,500,406

9. Operating Leases Commitments

Effective March 1, 1998, the Authority assumed responsibility for the operations of the Park pursuant to the terms of a lease agreement entered into with the City on December 22, 1997. The term of the lease was for 15 years commencing March 1, 1998, renewable for two additional five-year periods. In August 2012, the Authority renewed the lease for an additional five year term through February 1, 2017. No new lease or lease extension has been signed and the Authority and representatives of the City are in on-going discussions with respect to the terms for the lease period subsequent to February 1, 2017.

The Authority's rental obligation under the lease is to repay all of the costs incurred in connection with the Oak Hills Park Project Bond Series dated 1997 totaling $2.5 million issued by the City for development of the Park (see Note 7). (The notes are a general obligation of the City and the City.) The lease was never amended when the project funds were advanced by the City to the Authority, but the Authority has assumed that the service of the consolidated debt discussed in Note 7 satisfies its obligation under this lease.

The Authority is also required to pay as additional rent to the City an amount equal to 50% of the Park's net operating revenues, as defined, up to $200,000, plus 75% of the next $200,000 of net operating revenues and 80% of the net operating revenues which exceed $400,000.

No rent or additional rent was paid to the City during the year ended June 30, 2018.

The Authority leases golf carts and other equipment under operating leases that extend through September, 2020. Rentals due under these leases for the years ending June 30 are as follows:

2019	$	79,966
2020		79,966
2021		43,696
Total	$	203,628

The Authority subleases its restaurant and tennis facilities under short-term leases. Sublease income received during the year was $55,201.

10. Risk Management

The Authority is exposed to various risks of loss related to public official liability, theft or impairment of assets, errors and omissions, injury to employees and natural disasters. The Authority purchases commercial insurance for all other risks of loss, including blanket and umbrella policies.

Settled claims have not exceeded commercial coverage in any of the past three years, and there have not been any significant reductions in insurance coverage from amounts held in prior years.

11. Retirement Plan

The Authority maintains a 457(b) plan which provides for employee contributions in addition to matching contributions by the Authority of up to 2% of eligible compensation. Employer contributions for the year were $7,516.

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Supplementary Schedules

Oak Hills Park Authority

Supporting Supplementary Schedules of Personnel and Administrative Expenses
Year Ended June 30, 2018

	Actual	Budget
Personnel expense		
Park maintenance wages	$ 303,481	$ 300,046
Management wages	144,908	154,913
Operations wages	138,010	151,671
Seasonal maintenance wages	134,245	150,050
Payroll taxes	76,766	84,362
Employee benefits	49,900	56,675
Workman's compensation insurance	15,826	17,000
Retirement plans	7,516	7,200
Total Personnel Expense	$ 870,652	$ 921,917
Administrative expense		
Liability insurance	$ 47,736	$ 47,883
Professional fees	45,390	26,000
Other administrative expense	39,081	49,340
Advertising expense	14,431	20,000
Office expense	12,894	14,961
Telephone	7,689	6,437
Outside services	7,417	6,780
Training and dues	4,214	5,045
Total Administrative Expense	$ 178,852	$ 176,446

See independent auditors' report

Oak Hills Park Authority

Supporting Supplementary Schedule of Park Maintenance Expense
Year Ended June 30, 2018

	Actual	Budget
Park Maintenance Expense		
Agriculture and chemicals	$ 83,682	$ 85,000
Water	50,971	60,000
Utilities	39,127	36,340
Equipment maintenance	28,682	32,000
Grounds maintenance	24,148	30,000
Building maintenance	19,757	22,000
Irrigation system maintenance	13,477	12,500
Heating fuel	11,592	11,000
Gasoline	11,554	10,000
Tee and green supplies	3,564	3,000
Tree maintenance	1,930	5,000
Other expense	1,849	3,000
Consumable tools	1,507	2,500
Other supplies	122	815
Total Park Maintenance Expense	$ 291,962	$ 313,155

See independent auditors' report