

**CITY OF NORWALK
BOARD OF ESTIMATE & TAXATION
REGULAR MEETING
OCTOBER 2, 2017**

ATTENDANCE: Gregory Burnett, Chairman; Mayor Harry Rilling; James Feigenbaum; Anne Yang-Dwyer; Edwin Camacho

STAFF: Robert Barron, Director of Finance; Lunda Asmani, Director of Management and Budgets; Donna King, City Clerk

CALL TO ORDER

Mr. Burnett called the meeting to order at 6:30 p. m. A quorum was present.

- ** MAYOR RILLING MOVED TO ADD A DISCUSSION OF THE IMPACT OF THE STATE BUDGET AND THE CURRENT EXECUTIVE ORDER TO THE AGENDA.**
- ** THE MOTION PASSED UNANIMOUSLY.**

1. APPROVAL OF MINUTES

September 5, 2017 – Regular Meeting

- ** MR. CAMACHO MOVED TO APPROVE THE SEPTEMBER 5, 2017 MINUTES AS SUBMITTED.**
- ** THE MOTION PASSED UNANIMOUSLY.**

2. SPECIAL APPROPRIATIONS AGENDA (SECTION A)

No items were brought forward.

3. TRANSFER AGENDA (SECTION B)

No transfers were brought forward.

4. OTHER BUSINESS (SECTION C)

1. RESOLUTION, A special capital appropriation in the amount of \$509,000 to proceed with Phase II of the City Hall Roof Replacement project.

Mr. Barron stated that the city's Public Works department is requesting a special capital appropriation in the amount of \$509,000 to proceed with phase II of the City Hall Roof Replacement project. This request, along with \$406,000 of available funds from existing authorizations will pay for the estimated \$915,000 project cost.

Mr. Barron stated that an RFP was issued for the project and the city received a low bid of \$830,421. The bid, plus a 10% contingency totals \$915,000. Mr. Barron stated that the \$406,000 of available funds are made up of \$286,000 remaining from Phase I and \$120,000 in a current year appropriation for Phase II.

Mr. Barron stated that the Public Works Department recently closed five projects resulting in \$581,000 being returned to the Capital Fund. These project closures and return of funds were anticipated when the current year's bonding authorization for Phase II was requested.

Mr. Barron recommended approval of the Special Capital Appropriation request of \$509,000 for Phase II of the City Hall Roof Replacement Project.

Mr. Alan Lo stated that Phase I of the roofing project was completed in the spring of 2017. The project included the replacement of about half of the roofing areas and the replacement of the copper dome over the atrium. Mr. Lo stated that we are proceeding with the installation of the proposed solar panels. He stated that the only remaining roof component that is currently under assessment and not included in Phase II is the original copula over the Concert Hall.

**** MS. YANG-DWYER MOVED TO APPROVE THE SPECIAL CAPITAL APPROPRIATION REQUEST OF \$509,000 FOR PHASE II OF THE CITY HALL ROOF REPLACEMENT PROJECT.
** THE MOTION PASSED UNANIMOUSLY.**

2. DISCUSSION OF OAK HILLS PARK AUTHORITY FYE 2018 BUDGET.

Mr. Jerry Crowley, Mr. Mark Gartner, and Mr. William Waters came forward on behalf of Oak Hills Park Authority. Mr. Gartner stated that he revenue rounds decreased in 2017. The decrease was due in part, to construction being done on the course. Nine holes were shut down for part of the year. Poor weather in March and April also led to a decrease in rounds.

Mr. Crowley stated that he anticipates an increase in rounds and revenue due to the improved course and an increase in advertising. Dynamic pricing, particularly on weekdays, is helping to sell tee times that otherwise would have gone unsold. Some construction work still needs to be done on cart paths. The work should take about ten days to complete.

Mr. Barron stated that OHPA paid a partial amount of the annual bond payment due in September in the amount of \$52,465.92, which was only the interest, leaving the principal as a remaining balance of \$79,000.08. He stated that OHPA is expecting to pay the balance due by the end of the fiscal year.

Mr. Barron referred to a letter submitted by Pat Williams of the OHPA. She stated that she has confidence in the management team and their efforts to promote the course and increase rounds. Mr. Barron stated he believes that, OHPA will make the full payment before the end of the fiscal year. Ms. Yang-Dwyer stated that expenses continue to be higher than revenues. She stated that revenue projections have not been met in years past and perhaps a penalty for not making debt payments should be put in place. Mr. Barron stated he did not think that was necessary. Mayor Rilling and

Chairman Burnett agreed with Mr. Barron. Chairman Burnett stated that the Ms. Yang-Dwyer would be given an opportunity at the next meeting to bring a penalty forward as an Agenda Item.

DISCUSSION OF THE IMPACT OF THE STATE BUDGET AND THE CURRENT EXECUTIVE ORDER.

Mr. Barron stated that under the Governor's Executive Order, we will lose \$5.7 million in funding. We will not remain whole. He stated we will have to use 11% of our Fund Balance to make up for the shortfall. We will not lose our AAA bond rating.

Mr. Barron stated that to get an accurate assessment of the Executive Order, it needs to be looked at in the whole. Looking at parts of it and drawing conclusions from that is not an effective way of looking at it. He stated that proposed Statutory Grant amounts have changed significantly from one budget proposal to the next. They have to be looked at together to best understand the impact in the City.

Ms. Yang-Dwyer stated that expenses need to be looked at closely and not rely solely on taking from our fund balance. Mayor Rilling stated that he regularly meets with Mr. Barron to review expenses and capital projects. He stated that most vacancies have remained open and there is a freeze on capital spending.

Chairman Burnett stated that once the budget is passed, we will continue this discussion with some real numbers in front of us.

5. ADDITIONAL INFORMATION

Status of Contingency

Financial reports

Oak Hills Financial Status – August 2017

Year-to-date Capital Budget Report – FY 2017-18

Year-to-date Operating Revenues Report – FY 2017-18

Year-to-date Operating Expenditure Report – FY 2017-18

Year-to-date BOE Operating Expenditure Report – FY 2017-18

Tax Collector's Narrative – August 2017

Tax Collector's Report – August 2017

Salary accounts

Police

Fire

Public Works

Mr. Asmani gave an overview of key revenue drivers. He stated we are three months into the year. He stated that collection of property taxes is at 53%. There is a budget of \$4,500,000 for building permits. We have collected 22.3%. The 22.3% is trending ahead of past years.

ADJOURNMENT

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

The meeting was adjourned at 8:37 p. m.

Respectfully submitted,

Tom Blaney
Telesco Secretarial Services