

FINANCE/CLAIMS COMMITTEE MEETING

Thursday June 11, 2015 7:00P.M.

CITY HALL

Common Council Chambers

125 East Avenue

Norwalk, Connecticut

AGENDA

1. Public Participation
2. Approve the Minutes of the following Finance Committee Meeting:
May 14, 2015
3. Claims Committee: receive the monthly Claims report; review and approve claims as required for Claims Report dated:
June 11, 2015
4. Narrative on Tax Collections dated June 11, 2015- Receive Report and discuss.
5. Monthly Tax Collector's Reports - Receive Reports and discuss:
May 31, 2015
6. Receive Oak Hills Authority Monthly Financial Statements for April 30, 2015.
7. Discussion of Oak Hills Authority Financial Obligations to the City including status of meetings between Oak Hills Authority and the City.
8. Authorize the Purchasing Agent to issue purchase orders to the lowest authorized reseller for the procurement of Cisco LAN switches (Bid Project #3560) for Norwalk Police and City Hall for an amount not to exceed \$50,000, account 09160600-5777-C0375 (budgeted IT capital item; no special appropriation required).
9. Authorize the Purchasing Agent to issue purchase orders to the lowest authorized Verint AudioLog partner/reseller, for the turnkey upgrade to the Verint Audiolog Communications Recording System at Norwalk Combined Dispatch, for an amount not to exceed \$23,500.00, account 09160600-5777-C0375 (budgeted IT capital item; no special appropriation required).
10. Authorize the Purchasing Agent to issue purchase orders in accordance with City Procurement Guidelines for the supply of personal computers workstations, laptops, ruggedized data terminals, tablets, printers, and obsolete asset disposal according to City IT department specifications for an amount not to exceed \$158,968.00, account 09160600-5777-C0375 (budgeted IT capital item; no special appropriation required).

11. Authorize the Mayor, Harry W. Rilling, to execute a contract with the Connecticut Interlocal Risk Management Agency (CIRMA) for total management of the City's Workers' Compensation and Heart/Hypertension Program for the five-year period beginning July 1, 2015 and ending June 30, 2020 at a cost per claim based on the following schedule: Medical Only Claim- \$205; Indemnity Claim- \$1,120; Record Only Claim- \$25; Heart/Hypertension Claim- \$1,120. Account #16-1344-5258
12. Authorize Mayor, Harry W. Rilling to execute general liability, automobile liability, law enforcement liability, public officials' liability, umbrella liability and automobile physical damage insurance placements for the FY 2015-16 with _____ for an amount not to exceed \$ _____. Account #161343-541N, 165053-541N.
13. Authorize Mayor, Harry W. Rilling to execute Commercial Property and Boiler & Machinery insurance placements for the FY 2015-16 with A. J. Gallagher for an amount not to exceed \$467,466. Account #161343-541N, 165053-541N.
14. Authorize Mayor, Harry W. Rilling to execute Excess Workers' Compensation insurance placements for the FY 2015-16 with H. D. Segur, Inc. for an amount not to exceed \$139,173. Account #161343-541N, 165053-541N
15. Authorize Mayor, Harry W. Rilling to execute Crime Bond insurance placements for the FY 2015-16 with H. D. Segur for an amount not to exceed \$4,909. Account #161343-541N, 165053-541N.
16. Authorize Mayor, Harry W. Rilling to execute Flood insurance placements for seven (7) separate locations and placements the FY 2015-16 with National Flood Insurance Program - Middlesex Mutual Assurance Co. for a total amount not to exceed \$63,068. Account #161343-541N, 165053-541N
17. Authorize Mayor, Harry W. Rilling to execute TULIP insurance placements for the FY 2015-16 with Shoff Darby for a total amount not to exceed \$8,000. Account #161343-541N, 165053-541N

Note that backup for the insurance items is being finalized and is scheduled to be electronically delivered to committee members the day before the meeting and available at the meeting.

**NORWALK
FINANCE/CLAIMS COMMITTEE MEETING
May 14, 2015**

ATTENDANCE: Bruce Kimmel, Chair: John Igneri; Douglas Hempstead; David McCarthy; Travis Simms (7:30)

ABSENT: Jerry Petrini; David Watts.

STAFF: Thomas Hamilton, Finance Director; Lisa Biagiarelli, Tax Collector, Frederic Gilden, Comptroller

The Chair called the meeting to order at 7:00 pm. A quorum was present.

PUBLIC PARTICIPATION

There was no public comment.

2. APPROVE THE MINUTES OF THE FINANCE COMMITTEE MEETING APRIL 9, 2015.

** MR. HEMPSTEAD MOVED TO APPROVE THE MINUTES OF APRIL 9, 2015.
** MOTION PASSED UNANIMOUSLY.

3. CLAIMS COMMITTEE: RECEIVE THE MONTHLY CLAIMS REPORT; REVIEW AND APPROVE CLAIMS AS REQUIRED FOR CLAIMS REPORT DATED: MAY 14, 2015

Ms. Biagiarelli reported there was one special request by virtue of the dollar amount, an adjusted sewer use fee of about \$15,000 over the \$10,000 threshold. Other than that the report is as per the usual.

** MR. KIMMEL MOVED THAT THE CLAIMS COMMITTEE RECEIVE THE MONTHLY CLAIMS REPORT AND APPROVE CLAIMS REPORT AS REQUIRED FOR THE REPORT DATED: MAY 14, 2015.
** MOTION PASSED UNANIMOUSLY.

4. NARRATIVE ON TAX COLLECTIONS DATED MAY 14, 2015 RECEIVE REPORT AND DISCUSS

Ms. Biagiarelli reported that as of the end of April report the city was at 98.28% for collections, slightly ahead of collections last year and meeting goals. Delinquent collections are at \$4.7 million. Ms. Biagiarelli said in the past month the tax collectors' office had collected with the

marshal approximately \$80,000, the cost of the salary of the delinquent tax collector, so the work pays off.

**5. MONTHLY TAX COLLECTOR'S REPORTS-RECEIVE REPORTS AND DISCUSS:
APRIL 31, 2015**

There was some discussion about the exceptional percentage of collections achieved by the department, best of any city in the state. Ms. Biagiarelli attributed success to aggressive collections as well as support from the Committee.

**6. RECEIVE OAK HILLS AUTHORITY MONTHLY FINANCIAL STATEMENTS
FOR MARCH 31, 2015**

Mr. Kimmel indicated there would be a future meeting with the administration to discuss the Golf Course.

Mr. Hamilton reported there was not much activity in March., although over all expenses were down slightly. He said YTD the income was down by about \$22,000. He said the Authority has been drawing down on its credit line, and it was wise for them to put it in place. The Authority has met with the Mayor and is working to put together a proposal to bring before the Committee.

**7. CLEAR OUT THE FOLLOWING THREE COMPLETED CAPITAL PROJECTS,
WITH THE BALANCES NOTED: LIBRARY TEEN ROOM (C0381) WITH AN
AVAILABLE BALANCE OF \$6,552; LIBRARY FIRE DOOR REPLACEMENT (C0470)
WITH AN AVAILABLE BALANCE OF \$15,707; AND LIBRARY CARPET/CEILING
LIGHT REPLACEMENT, WITH AN AVAILABLE BALANCE OF \$998.**

**8. RESOLUTION; APPROVE A SPECIAL CAPITAL APPROPRIATION IN THE
AMOUNT OF \$23,257 TO FUND ELEVATOR REPAIRS AT THE BELDEN AVENUE
LIBRARY. ACCOUNT (C0476)**

Mr. Kimmel said items 7&8 were related and should be considered together.

Mr. Hamilton said the library needed an immediate elevator repair. He said the project was being managed by the City's Building Management Department, which oversees the Library. The repairs were immediately funded from an emergency account within the Buildings Management Department, which has about \$50, 0000. To replenish the funds, Alan Lowe of the Buildings Management Department, has requested for past library projects be closed out.

**** MR. MCCARTHY MOVED TO CLEAR OUT THE FOLLOWING THREE
COMPLETED CAPITAL PROJECTS, WITH THE BALANCES NOTED:
LIBRARY TEEN ROOM (C0381) WITH AN AVAILABLE BALANCE OF
\$6,552; LIBRARY FIRE DOOR REPLACEMENT (C0470) WITH AN**

AVAILABLE BALANCE OF \$15,707; AND LIBRARY CARPET/CEILING LIGHT REPLACEMENT, WITH AN AVAILABLE BALANCE OF \$998.

**** MOTION PASSED UNANIMOUSLY**

**** MR. MCCARTHY MOVED TO APPROVE A SPECIAL CAPITAL APPROPRIATION IN THE AMOUNT OF \$23,257 TO FUND ELEVATOR REPAIRS AT THE BELDEN AVENUE LIBRARY. ACCOUNT (C0476)**

**** MOTION PASSED UNANIMOUSLY**

9. RESOLUTION: APPROVE A SPECIAL CAPITAL APPROPRIATION IN THE AMOUNT OF \$28,195 TO FUND HAVAC REPAIRS AT THE HEALTH DEPARTMENT BUILDING. ACCOUNT (C0453)

Mr. Hamilton said the project was identified in the fiscal 2014-15 budget with a \$150,000 appropriation. He said the Department had received the bids and needed additional funds to accept the bid from the lowest and most appropriate bidder.

Mr. Hempstead asked about the overage. Mr. Hamilton said there had been several false starts, including starting with a vendor paying them \$4,800 to begin the project, and then discovered this vendor would be too expensive, so did not go forward. The Department then hired a new vendor. The account also was used to fix a heating problem, for \$12,000.

Mr. Kimmel said, as it was a burden on Mr. Hamilton, it would be good for representatives of the library and Health Department to be at the meeting. Mr. Hamilton said it was probably his fault as he did not ask the representatives to be there. It was decided representatives would be at the general Council meeting.

Mr. Hempstead said Mr. Lowe handled the library, what about the Health Department? What should be under Building Management's pursue? Mr. Hamilton said the Building Department had added extra staff to cover a Fire Station and the libraries. He said long term it would be good for all city buildings to be under the Building Departments supervision. He said Mr. Lowe is a bit reluctant, however it would still be good to have professional management. Mr. Kimmel suggested speaking to Mr. Bonn enfant regarding the issue.

Mr. Simms arrived at the meeting at 7:30.

**** MR. KIMMEL MOVED TO APPROVE A SPECIAL CAPITAL APPROPRIATION IN THE AMOUNT OF \$28,195 TO FUND HAVAC REPAIRS AT THE HEALTH DEPARTMENT BUILDING. ACCOUNT (C0453)**

**** MOTION PASSED UNANIMOUSLY**

10. RESOLUTION WITH RESPECT TO AUTHORIZATION. ISSUANCE AND SALE OF UP TO \$18,000 CITY OF NORWALK GENERAL OBLIGATION REFUNDING BONDS.

Mr. Hamilton said this was a continual process with the Financial Advisor to identify re-funding opportunities to the City's financial advantage. This particular deal would produce a present value savings of 4.95% of the refunded bond, a savings of a bit over \$600,000.

**** MR. IGNERI MOVED TO APPROVE A RESOLUTION WITH RESPECT TO AUTHORIZATION. ISSUANCE AND SALE OF UP TO \$18,000 CITY OF NORWALK GENERAL OBLIGATION REFUNDING BONDS.**

**** MOTION PASSED UNANIMOUSLY.**

11. RESOLUTION MAKING APPROPRIATIONS FOR VARIOUS PUBLIC IMPROVEMENTS AGGREGATING \$23,822,000 FOR THE 2015-2016 CAPITAL BUDGET AND AUTHORIZING THE ISSUANCE OF \$17,193,000 GENERAL OBLIGATION BONDS OF THE CITY TO MEET CERTAIN APPROPRIATIONS IN THE 2015-2016 CAPITAL BUDGET.

Mr. Hamilton said this resolution confirms the budget already approved, and authorizes issuance of bonds. He said the delta between the amount of bonds issued (approximately \$17 million) and improvement appropriations (\$23 million) comes from WPCA funding its own projects and a state grant program for capital projects.

**** MR. HEMPSTEAD MOVED TO MAKE APPROPRIATIONS FOR VARIOUS PUBLIC IMPROVEMENTS AGGREGATING \$23,822,000 FOR THE 2015-2016 CAPITAL BUDGET AND AUTHORIZING THE ISSUANCE OF \$17,193,000 GENERAL OBLIGATION BONDS OF THE CITY TO MEET CERTAIN APPROPRIATIONS IN THE 2015-2016 CAPITAL BUDGET**

**** MOTION PASSED UNANIMOUSLY.**

12. DISCUSSION OF SENATE BILL #1

Mr. Kimmel said he had three questions regarding SB #1. First, it seemed the PILOT increase seemed rather small compared to other municipalities. Second, if the capital spending went over cap of 2.5%, how would penalties be assessed, a fraction of the amount or full amount? Third, where are the revenues coming from to give Norwalk approximately \$9 million? It seems too good to be true. Mr. Hamilton replied he was not an expert, and did not have a current version of

the Bill to review. He said he would try his best to explain based what was available. He said the PILOT program was based on how much tax exempt property existed in each municipality: for example New Haven, with Yale and Hospitals, and Hartford. Mr. Hamilton said has he understood the proposed bill, the top 10 municipalities with tax exempt property would get a 42% reimbursement on colleges and hospitals and a 32% reimbursement on state owned property. The next 25 would get 37% and 28% and all others 32% and 24%... There is also a hold harmless provision that no municipality would receive less money under the PILOT than it is already receiving. Mr. Hamilton said towns with a mill rate below 25 would get rated in the bottom tier. Mr. Hamilton said he did not know where Norwalk would fall within the categories. Although based on a current mill rate just below rate below 25, Norwalk would fall in the bottom tier. He said the cap on the motor vehicle rate was also a factor, and although Norwalk would not face any changes, other municipalities would have to reduce mill rates, and the PILOT program might be formulated to make up for this. He said the municipal revenue sharing portion of the Bill gets Norwalk the projected \$9 million. Mr. Hempstead asked how exactly we got to \$9 million in this new version of the bill. Mr. Hamilton again said all he know is what he was told and that OPM would be required to require money to municipalities on a per capita basis and then on a specified formula regarding mill rates, with 25 mill rate being the over/under indicator. Mr. Hempstead said he was trying to understand if a city is better off not getting enough tax revenues so it stays under the mill rate and gets more money? Mr. McCarthy said it would be interested to see regarding mill rate whether it was relevant the city just went under 25 due to re-evaluation effecting the mill rate. Mr. Hamilton said it would be interesting to see if the State meant the equalized mill rate, because it would be correct that revaluation would distort the formula. Mr. Hamilton said at the most recent revaluation the mill rate went up. Mr. Hamilton said the equalized mill rate would be in the 17 or 18 range. Mr. Hamilton said the questions were good but he was not sure he could really answer them based on the information he had available, which he had go from a lobbyist who monitors issues for the tax collectors organization. He said regarding the 2.5% increase, OPM was required to reduce distribution for municipalities going over 2.5% increase in budget (adjusted for inflation) by a specified percentage. He said he did not know what the percentage would be, but probably under 100%. Mr. Hempstead noted that the budget had increased by 3% this past fiscal year. He said he understood the reason for the cap and the penalty, but he said the town did try to keep things as reasonable as possible and still ended up by over 2.5%. Mr. McCarthy said there may be unforeseen circumstances, like school population going up, where the City would be penalized. Mr. Kimmel said if SB #1 did kick in, when would the possible additional funds of \$9 million be available in order to plan the budget, and would the fact the town went over the cap last year be a factor? Mr. Hamilton said has was not sure. He said the \$9 million would mostly likely be used for property tax relief. He said the \$9 million figure was an annualized figure and would start being collected in October of this year and into next year, and there might be years it goes up and year it goes down. He said, again, as he doesn't have the law he wasn't certain.

Mr. Hempstead asked about the PILOT program, he said had they not gone down over the years? Mr. Hamilton said they had been pretty stable. He asked if the reimbursements for buildings like

the courthouse the same now as they were 10 years ago. Mr. Hamilton said he could not say but as a percentage the numbers had been pretty flat. Mr. Hempstead asked if there was a way to look up and see the actual numbers, for example the DMV. What does the term "flat?" mean? Mr. Hamilton said he did not have the numbers broken down by facility and he could not tell with certainty if the rate had been flat but his recollection the numbers have been stable over the years. Mr. Hempstead it might be a good idea to investigate the various facilities regarding reimbursement. Mr. McCarthy said he guessed that if sales tax revenues were not the same the reimbursement from the state might be lower, given the state might have to move money around to balance the budgets? Mr. Hamilton replied that the committee is probably just as or more aware of policies as he was. Mr. McCarthy said he understood regional sharing was made voluntary, and his question was if something was put into law as voluntary, and it was changed the next year from "May" to "shall" Norwalk may be in a position of getting \$9 million in while paying \$13 million out. Mr. Kimmel said we are discussing the outlines of something where we do not know the exact parameters, and it was important to get as much information as possible. Mr. McCarthy said the majority of municipalities have been against the bill, including COGs. Mr. McCarthy said there was a municipal waste fee now of \$5.00, and wondered how it was distributed, with a \$2.50 fee at the transfer station, and then a \$2.50 when it was received at the state facility. There was a discussion of whether this money would then come back to the City. Mr. Hempstead said he was curious as the City did not allocate for the fee in the budget. Mr. Hamilton said for residential collection the fee would come back on the residents, but he was not sure about commercial collection.

ADJOURNMENT

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

Meeting adjourned at 8:15 pm.

Respectfully submitted,

A. Lund
Telesco Secretarial Services



OFFICE OF INFORMATION TECHNOLOGY

Date: May 12, 2015

To: Members of the Finance Committee

From: Karen Del Vecchio, Director of Information Technology

Subject: Local Area Network Switch Refresh – Police and partial City Hall

A switch is a device used on a computer network to physically connect devices, like computers, telephones, copier/scanners, and printers, together. Switches manage the flow of data across a network by only transmitting a received message to the device for which the message was intended.

Each networked device connected to a switch is identified and authenticated, allowing the switch to regulate the flow of traffic. This maximizes the security and efficiency of the network. A LAN switch is an intelligent device that works on an organization's internal network.

Norwalk utilizes LAN switches in all of its buildings connected to the City network, for a total of over 35 switches. Each LAN switch can support up to 48 device connections. The LAN switches installed in Police are original to the Police building, 2005, and have a bandwidth capacity limitation of 100 gigabytes. These units are starting to show signs of age with port failures. The LAN switches in City Hall, Health, DPW garage and 4 fire locations were installed in 2008.

IT has developed a three year capital plan to refresh all the LAN switches on the City network. This refresh plan was included in the 2015/2016 IT capital budget submission. The priority for replacement in 2015/2016 is all the switches at Police and replacing the most problematic switches on the City Hall campus. This request will replace approximately 9 switches depending on the costs when the bid responses are received.

The ITT Committee unanimously approved the project at its May 6, 2015 meeting. The City's Purchasing Office released Bid Project # 3560 for procurement of the LAN switches on May 22, 2015 with responses due back on June 3, 2015.

The specific action requested is:

Authorize the Purchasing Agent to issue purchase orders to the lowest authorized reseller for the procurement of Cisco LAN switches for Norwalk Police and City Hall for an amount not to exceed \$50,000, account 09160600-5777-C0375 (budgeted IT capital item; no special appropriation required) and forward onto the Common Council further action.

Att: ITT Approval Form

AGENDA

JUNE 11, 2015



CLAIMS COMMITTEE MEETING

REFUNDS PROCESSED
CLAIMS COMMITTEE

BORTEI-DOKU DIANA B
DAIMLER TRUST
DAVIES LAKEISHA DIANE
GUTIERREZ SOREN N
HANDFORD JAMES E OR HANDFORD GRACE
HIDALGO SANDRA
HIERONYMUS MARK D
HONDA LEASE TRUST
JP MORGAN CHASE

(\$650.65)

JP MORGAN CHASE
JP MORGAN CHASE BANK NA
MARTENSSON ULF E
MCNULTY MATTHEW J
MORGAN SHANTEL L

(\$146.27)

NISSAN INFINITI LT
NISSAN INFINITI LT
NISSAN INFINITI LT
NOLIN PETER M
OTERO ROBERTO C
PIERRE TOCSIN
ROCCO SARINA L

APPROVED BY
TAX COLLECTOR

13-MV-205893 (\$247.62)
13-MV-900097 (\$94.63)
13-MV-403089 (\$76.05)
13-MV-900007 (\$24.62)
13-MV-326877 (\$13.84)
13-MV-405955 (\$97.07)
13-MV-328487 (\$18.75)
13-MV-329866 (\$188.08)
13-MV-406898 (\$257.99)
13-MV-407055 (\$276.69)
13-MV-407071 (\$115.97)
13-MV-407097 (\$83.74)
13-MV-407001 (\$18.87)
13-MV-339510 (\$15.76)
13-MV-341087 (\$293.09)
12-MV-342449 (\$85.87)
12-MV-342450 (\$60.40)
13-MV-345833 (\$158.26)
13-MV-345250 (\$80.63)
13-MV-344320 (\$120.40)
13-MV-346067 (\$58.43)
13-MV-410010 (\$20.68)
13-MV-350161 (\$48.08)
13-MV-353610 (\$173.13)

REPORTED TO
CLAIMS COMMITTEE

OVERPAYMENT
OVERPAYMENT
OVERPAYMENT/DUPLICATE PAYMENT
PRORATION
PRORATION
OVERPAYMENT
PRORATION
PRORATION
DUPLICATE PAYMENT
DUPLICATE PAYMENT
DUPLICATE PAYMENT
PRORATION
OVERPAYMENT
PRORATION
PRORATION
PRORATION
ABATEMENT
ABATEMENT
PRORATION
PRORATION
PRORATION
PRORATION
PRORATION
LOST/MISSING MAIL ISSUE-INTEREST
PRORATION
ABATEMENT/SENT TO WILTON

CLAIMS COMMITTEE MEETING

REFUNDS PROCESSED
CLAIMS COMMITTEE

APPROVED BY
TAX COLLECTOR

REPORTED TO
CLAIMS COMMITTEE

RYDER TRUCK RENTAL INC (\$389.93)	13-MV-SEVERAL SEE BACK UP	PRORATIONS
SAHLSTED TORMA OR SAHLSTED LEILA (\$286.02)	13-MV-411523 (\$181.46)	PRORATION
STEVES FUEL OIL (\$21.71)	13-MV-355312 (\$104.52)	PRORATION
	13-MV-412380 (\$3.94)	LOST/MISSING MAIL ISSUE-INTEREST
	13-MV-412381 (\$17.77)	LOST/MISSING MAIL ISSUE-INTEREST
TOYOTA LEASE TRUST	13-MV-363933 (\$331.30)	PRORATION
TOYOTA LEASE TRUST	13-MV-362994 (\$190.26)	PRORATION
TOYOTA MOTOR CREDIT CORP	13-MV-363271 (\$129.63)	PRORATION
TOYOTA MOTOR CREDIT CORP	13-MV-363299 (\$251.01)	PRORATION
US AUTOMEX CONNECTION LLC	13-MV-364443 (\$143.84)	PRORATION
USB LEASING LT	13-MV-413374 (\$522.88)	ABATAMENT/DUPLICATE BILL
VAULT TRUST (\$518.64)	13-MV-365496 (\$187.88)	PRORATION
	13-MV-365620 (\$102.26)	PRORATION
	13-MV-365658 (\$228.50)	PRORATION
VAULT TRUST	13-MV-365384 (\$398.82)	PRORATION
VAULT TRUSTS (\$1,856.93)	13-MV-SEVERAL SEE BACK UP	PRORATION
VAULT TRUST (\$2,897.64)	13-MV-SEVERAL SEE BACK UP	PRORATION
VAULT TRSUT (\$2,537.17)	13-MV- SEVERAL SEE BACK UP	PRORATION
VENGEROUSKIY YAN V	13-MV-366073 (\$25.59)	PRORATION
BANNER WINES LLC RE: 68 N MAIN ST	13-RE-114060 (\$127.66)	LOST/MISSING MAIL ISSUE-INTEREST
BOYAR LINDA RE: 1 LINDEN ST UNIT C11	13-RE-102965 (\$87.51)	LOST/MISSING MAIL ISSUE-INTEREST

CLAIMS COMMITTEE MEETING

REFUNDS PROCESSED
CLAIMS COMMITTEE

APPROVED BY
TAX COLLECTOR

REPORTED TO
CLAIMS COMMITTEE

CORELOGIC TAX SERVICE RE: 2 MACK ST	13-RE-126488 (\$141.00)	LOST/MISSING MAIL ISSUE-INTEREST
CORELOGIC TAX SERVICE RE: 67 TOILSOME AVE	13-RE-101486 (\$291.97)	LOST/MISSING MAIL ISSUE-INTEREST/LIEN FEE
CORELOGIC TAX SERVICE RE: 4 WOODCHUCK CT WEST	13-RE-110061 (\$193.01)	LOST/MISSING MAIL ISSUE-INTEREST
CORELOGIC TAX SERVICE RE: 30 CLINTON AVE	13-RE-111270 (\$141.06)	LOST/ MISSING MAIL ISSUE-INTEREST
CORELOGIC TAX SERVICE RE: 24 WILTON AVE	13-RE-117192 (\$171.58)	LOST/MISSING MAIL ISSUE-INTEREST
CORELOGIC TAX SERVICE RE: 6 RENZULLI RD	13-RE-111410 (\$249.53)	LOST/MISISING MAIL ISSUE-INTERES
CORELOGIC TAX SERVICE RE: 46 STEVENS ST	13-RE-107544 (\$113.71)	LOST/MISSING MAIL ISSUE-INTEREST
CORELOGIC TAX SERVICE RE: 320 CHESTNUT HILL RD	13-RE-103566 (\$513.69)	LOST/MISSIMG MAIL ISSUE-INTEREST
CORELOGIC TAX SERVICE RE: 22 BOBWHITE DR	13-RE-104954 (\$169.21)	LOST/MISSING MAIL ISSUE-INTEREST
DOVENMUEHLE MORTGAGE INC RE: 11 BEDFORD AVE UNIT GU22	13-RE-112455 (\$85.90)	OVERPAYMENT
FIRST NIAGARA RE: 19 FIRESIDE CT	13-RE-123894 (\$254.21)	LOST/MISSING MAIL ISSUE-INTEREST
LENDERLIVE NETWORK RE: 109 ROWAYTON WOODS DR UNIT 4/55	13-RE-103321 (\$2989.26)	DUPLICATE PAYMENT
LINDSAY DAVID	13-RE-115532 (\$285.98)	LOST/MISSING MAIL ISSUE-INTEREST
MARCH STEVE & RIZZO ROBERT	13-RE-126048 (\$331.38)	LOST/MISSING MAIL ISSUE-INTEREST
MCVEIGH BARBARA & MCVEIGH DONNA	13-RE-104630 (\$78.43)	LOST/MISSING MAIL ISSUE-INTEREST

CLAIMS COMMITTEE MEETING

REFUNDS PROCESSED
CLAIMS COMMITTEE

APPROVED BY
TAX COLLECTOR

REPORTED TO
CLAIMS COMMITTEE

MIRABALLES MONICA
RE: 154 SILVERMINE AVE

13-RE-124553 (\$181.75)

LOST/MISSING MAIL ISSUE-INTEREST

RAIM YARON

13-RE-121913 (\$98.51)

LOST/MISSING MAIL ISSUE -INTEREST

ROOS VICTORIA ANNE

13-RE-122816 (\$118.62)

LOST/MISSING MAIL ISSUE-INTEREST

STRATTON MARY LOU

13-RE-125779 (\$136.24)

LOST/MISSING MAIL ISSUE-INTEREST

ST PAUL FLAX HILL COOPERATIVE
RE: 28 MARTIN LUTHER KING JR

13-RE-125376 (\$4,056.00)

STATE TAX ABATEMENT REIMBURSEMENT

SUMATRA EVELYN & ALLAN

13-RE-113295 (\$80.00)

LOST/MISSING MAIL ISSUE-INTEREST

WARNER JOHN E JR REV INS TR

13-RE-128340 (\$4,101.48)

COC/ASSESSORS

WELLER KAREN

13-RE-126103 (\$897.23)

LOST/MISSING MAIL ISSUE-INTEREST

ZELMA RONALD & ROSOVSKY SUSAN

13-RE-129483 (\$181.30)

LOST/MISSING MAIL ISSUE-INTEREST

ZEPEDA JOSE LUIS & SARAH R
RE: PINE POINT RD

13-RE-129494 (\$28.54)

LOST/MISSING MAIL ISSUE-INTEREST

(\$767.75)

13-RE-129495 (\$737.21)

LOST/MISSING MAIL ISSUE-INTEREST

16 CUSTER STREET LLC
RE: 66 TAYLOR AVE

13-RE-122915 (\$126.95)

LOST/MISSING MAIL ISSUE-INTEREST/LIEN FEE

(\$256.73)

13-RE-122916 (\$130.78)

LOST/MISSING MAIL ISSUE-INTEREST/LEIN FEE

SPECIAL REQUEST

NEWPORT JASON ABIGAIL
RE: 22 PRINCES PINE RD

13-RE-119030 (\$12,741.67)

OVERPAYMENT/DVP PAYMENT

RYDER TRUCK RENTAL LT

13-MV-355141	1998/TRAILTRLR 1PT01JRH9W9004499	V15655	\$ 4.60
13-MV-355142	1998/TRAILOBR3FAV 1PT01JRH5W9004497	V35064	\$ 4.60
13-MV-355143	1998/TRAILOBR3FAV 1PT01JRH7W9004498	V35065	\$ 4.60
13-MV-355144	1998/TRAILPBR3FAV 1PT01JRH3W9004496	V35067	\$ 4.60
13-MV-355148	2007/HINO 268 5PVNE8JV172S50541	K69598	\$ 35.84
13-MV-355150	2007/HINO 268 5PVNE8JTX72S52044	K69600	\$143.84
13-MV-355159	2007/TRAIL01JA 1PT01JRH129000468	V55312	\$ 38.37
13-MV-355160	2001/TRAILO1JA 1PT01JRH329000469	V55313	\$ 38.37
13-MV-355161	2002/TRAIL01JA 1PT01JRHX2900467	V55993	\$ 38.37
13-MV-355162	2001/TRAIL01JA 1PT01JRH129000471	V56402	\$ 38.37
13-MV-355163	2001/TRAILMO1JA 1PT01JRH329000472	V56403	<u>\$ 38.37</u>
TOTAL			\$389.93

VAULT TRUST

BILL	PLATE	MODEL	VIN#	AMOUNT
13-MV-365535	100YWH	2011/JEEP CHEROKE	1J4RR4GG1BC735475	\$ 130.73
13-MV-365586	466ZCH	2012/JEEP SPO	1C4RJFAG3CC217287	\$ 418.85
13-MV-365596	559YUE	2011/CHEV CHEROKE	1J4RR4GG3BC656146	\$ 348.77
13-MV-365597	582YUE	2011/CHEV CHEROKE	1J4RR4GG0BC735578	\$ 130.73
13-MV-365650	525YUE	2011/DOG RAMPICKU	1D7RV1CT1BS690956	\$ 337.99
13-MV-365720	640YGE	2011/BUIC LACROSSE	1G4GC5ED7BF167353	\$ 293.73
13-MV-365725	794LCV	2011/CHEV CRUZE	1G1PG5S92B7176473	\$ 196.13
TOTAL				\$ 1,856.93

VAULT TRUST

13-MV-365393	375ZDX	2013/ CHEV MALIBU	1G11F5RR7DF107687	\$ 75.09
13-MV-365410	465YNX	2011/JEEP WRANGLER	1J4BA5H13BL577505	\$ 560.16
13-MV-365422	537YDP	2010/CHEV EQUINOX	2CNFLNEW4A6349677	\$ 64.62
13-MV-365445	720YFG	2011/JEEP CHEROKE	1J4RR4GG5BC518771	\$ 479.47
13-MV-365448	728YUL	2011/JEEP WRANGLER	1J4HA5H10BL633152	\$ 560.16
13-MV-365469	922YBF	2010/CADI SRX	3GYFNJE47AS652843	\$ 528.20
13-MV-365494	789LEJ	2011/JEEP GRAND CH	1J4RR6GT7BC501446	<u>\$ 629.94</u>
TOTAL				\$2,897.64

VAULT TRUST

BILL	PLATE	MODEL	VIN#	AMOUNT
13-MV-365361	190YHW	2011/CHEV EQUINOX	2CNFLGEC1B6291823	\$ 120.34
13-MV-365381	308YNR	2011/JEEP LIBERTY	1J4PN2GK0BW550196	\$ 203.42
13-MV-365395	382YMK	2011/CHEV CRUZE	1G1PG5S97B7152377	\$ 171.45
13-MV-365404	409YJJ	2011/CHEV CRUZE	1G1PF5S92B7115174	\$ 244.96
13-MV-365417	505YUE	2011/JEEP CHEROKE	1J4RR4GG1BC717736	\$ 348.77
13-MV-365423	537YKM	2011/JEEP CHEROKE	1J4RR4GG9BC520250	\$ 392.15
13-MV-365426	544YGS	2011/JEEP CHEROKE	1J4RR4GG9BC544743	\$ 435.56
13-MV-365446	720YVH	2011/JEEP CHEROKE	1J4RR4GG8BC714042	\$ 87.32
13-MV-365465	909YOO	2011/CHEV EQUINOX	2GNALBEC8B1244343	\$ 213.22
13-MV-365475	941YLA	2011/JEEP LIBERTY	1J4PN2GK2BW503557	\$ 290.66
13-MV-365480	980YLA	2011/JEEP LIBERTY	1J4PN2GK0BW518168	\$ 29.32
TOTAL				\$ 2,537.17

**TAX COLLECTOR'S REPORT
MAY 31, 2015**

FISCAL YEAR 2014-2015 (2013 GRAND LIST)	ADJ. TAX COLLECTIONS		COLLECTION %	CORRECTED LEVY*	COLLECTION %
	ORIGINAL LEVY	JUN 14 - MAY 15			
AUTOMOBILE-REGULAR	\$16,706,950.43	\$15,516,901.02	92.88%	\$16,369,913.33	94.79%
AUTOMOBILE-SUPPLEMENTAL	\$2,704,431.83	\$2,344,711.08	86.70%	\$2,707,472.26	86.60%
PERSONAL PROPERTY	\$17,794,935.82	\$17,047,770.99	95.80%	\$17,454,641.80	97.67%
REAL ESTATE	<u>\$257,672,948.38</u>	<u>\$254,989,039.26</u>	<u>98.96%</u>	<u>\$257,378,691.46</u>	<u>99.07%</u>
TOTAL TAX	\$294,879,266.46	\$289,898,422.35	98.31%	\$293,910,718.85	98.63%

SEWER USE	\$13,851,424.00	\$13,588,896.10	98.10%	\$13,797,703.00	98.49%
IPP FEE	\$191,250.00	\$192,066.41	100.43%	\$216,750.00	88.61%

FISCAL YEAR 2013-2014 (2012 GRAND LIST)	ADJ. TAX COLLECTIONS		COLLECTION %	CORRECTED LEVY*	COLLECTION %
	ORIGINAL LEVY	JUN 13 - MAY 14			
AUTOMOBILE-REGULAR	\$15,711,222.28	\$14,539,871.68	92.54%	\$15,410,705.16	94.35%
AUTOMOBILE-SUPPLEMENTAL	\$2,359,065.70	\$2,005,854.85	85.03%	\$2,329,414.59	86.11%
PERSONAL PROPERTY	\$15,339,628.48	\$14,686,575.27	95.74%	\$15,287,877.82	96.07%
REAL ESTATE	<u>\$249,768,582.86</u>	<u>\$246,795,708.99</u>	<u>98.81%</u>	<u>\$249,390,871.08</u>	<u>98.96%</u>
TOTAL TAX	\$283,178,499.32	\$278,028,010.79	98.18%	\$282,418,868.65	98.45%

SEWER USE	\$13,257,264.00	\$13,012,591.07	98.15%	\$13,221,051.00	98.42%
IPP FEE	\$230,750.00	\$195,218.32	84.60%	\$229,000.00	85.25%

TAX DIFFERENCE 2013 G.L. vs. 2012 G.L. INCREASE/(DECREASE)	<u>\$11,700,767.14</u>	<u>\$11,870,411.56</u>	<u>0.13%</u>	<u>\$11,491,850.20</u>	<u>0.19%</u>
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SEWER DIFFERENCE 2013 G.L. vs. 2012 G.L. INCREASE/(DECREASE)	<u>\$594,160.00</u>	<u>\$576,305.03</u>	<u>-0.05%</u>	<u>\$576,652.00</u>	<u>0.06%</u>
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IPP DIFFERENCE 2013 G.L. vs. 2012 G.L. INCREASE/(DECREASE)	<u>(\$39,500.00)</u>	<u>(\$3,151.91)</u>	<u>15.83%</u>	<u>(\$12,250.00)</u>	<u>3.36%</u>
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BACK TAXES COLLECTED	FISCAL YR 2014-2015	FISCAL YR 2013-2014	CUR YR vs. PRIOR YR
	(JUL 14 - MAY 15)	(JUL 13 - MAY 14)	INC/(DEC)
PRIOR TAXES	\$2,970,704.81	\$2,371,021.63	\$599,683.18
PRIOR SEWER USE FEE	\$150,328.07	\$147,615.56	\$2,712.51
PRIOR IPP FEE	<u>\$15,070.18</u>	<u>\$13,174.89</u>	<u>\$1,895.29</u>
TOTAL PRIOR TAX, SEWER & IPP	\$3,136,103.06	\$2,531,812.08	\$604,290.98
CURRENT INTEREST	\$720,952.82	\$736,584.02	(\$15,631.20)
PRIOR INTEREST	\$835,816.75	\$902,454.52	(\$66,637.77)
SEWER USE FEE INTEREST	\$69,740.66	\$77,757.41	(\$8,016.75)
IPP FEE INTEREST	<u>\$6,625.63</u>	<u>\$6,624.43</u>	<u>\$1.20</u>
TOTAL INTEREST COLLECTED	\$1,633,135.86	\$1,723,420.38	(\$90,284.52)
PRIOR LIEN FEE	\$13,560.00	\$14,499.28	(\$939.28)
CURRENT LIEN FEE	<u>\$8,043.53</u>	<u>\$6,000.00</u>	<u>\$2,043.53</u>
TOTAL LIEN FEE COLLECTED	\$21,603.53	\$20,499.28	\$1,104.25
MISC FEES COLLECTED**	\$170,845.87	\$89,489.01	\$81,356.86
TOTAL PRIOR TAX, ALL INTEREST & ALL FEES	\$4,961,688.32	\$4,365,220.75	\$596,467.57

* CORRECTED LEVY INCLUDING CERTIFICATES OF CORRECTION

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

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 05/13/15
 Accrual Basis

OAK HILLS PARK AUTHORITY
Balance Sheet 14
 As of April 30, 2015

	Apr 30, 15	Apr 30, 14
ASSETS		
Current Assets		
Checking/Savings		
1000 · Cash		
1010 · CAP Account - Wells Fargo	283.67	26,402.71
1011 · Money Market - Wells Fargo	1,428.32	41,897.81
1021 · NBT Money Market	128,776.71	0.00
1022 · NBT Payment Account	-5,733.83	0.00
1040 · Escrow Security Dep Apt 2 Right	2,000.95	2,000.26
1050 · Petty	400.00	400.00
Total 1000 · Cash	127,155.82	70,700.78
Total Checking/Savings	127,155.82	70,700.78
Other Current Assets		
1100 · Inventory	111,718.36	114,696.13
1200 · Receivables		
1205 · Rents Receivable	0.00	15,377.00
Total 1200 · Receivables	0.00	15,377.00
1300 · Prepaid Expenses	10,034.16	14,922.11
Total Other Current Assets	121,752.52	144,995.24
Total Current Assets	248,908.34	215,696.02
Fixed Assets		
1500 · Fixed Assets		
1505 · Machinery and Equipment	918,744.60	933,687.91
1510 · Accumulated Depreciation/Amort.	-2,670,112.76	-2,468,830.35
1561 · Park Improvements	1,680,017.75	1,643,767.73
1562 · Restaurant	2,277,134.66	2,277,134.66
Total 1500 · Fixed Assets	2,205,784.25	2,385,759.95
Total Fixed Assets	2,205,784.25	2,385,759.95
Other Assets		
1550 · Other Assets		
1555 · City of Norwalk Escrow Account	120,000.00	80,000.00
Total 1550 · Other Assets	120,000.00	80,000.00
Total Other Assets	120,000.00	80,000.00
TOTAL ASSETS	2,574,692.59	2,681,455.97

LIABILITIES & EQUITY

OAK HILLS PARK AUTHORITY
 Balance Sheet 14
 As of April 30, 2015

	Apr 30, 15	Apr 30, 14
Liabilities		
Current Liabilities		
Accounts Payable		
2000 · *Accounts Payable	86,951.22	110,624.38
Total Accounts Payable	86,951.22	110,624.38
Other Current Liabilities		
2050 · Accounts Payable-Tennis Revenue	555.00	6,300.00
2100 · Accrued Payroll	22,471.61	-162.18
2104 · Accrued retirement contribution	953.70	-201.29
2105 · Accrued Vacation Pay	19,308.60	8,782.86
2106 · Accrued Sick Leave Pay	17,235.74	14,993.95
2200 · Accrued Expenses	30,307.64	17,853.30
2210 · Security Deposit-Entrance House		
2212 · Security Dep - Apt 2 Right	2,000.17	2,000.17
Total 2210 · Security Deposit-Entrance House	2,000.17	2,000.17
2230 · NBT Credit Line	79,785.51	0.00
2250 · Deferred Revenue		
2251 · Tournament Deposits	2,800.00	0.00
2250 · Deferred Revenue - Other	45,989.00	0.00
Total 2250 · Deferred Revenue	48,789.00	0.00
2400 · Cart Sales Tax Due	-0.64	1,784.00
2500 · Monies due City of Norwalk		
2501 · Bond Due to City of Norwalk	117,430.61	117,406.37
2502 · Escrow due to City of Norwalk	33,333.30	33,333.30
2503 · 150k Capital Debt	13,411.68	13,368.10
2504 · 150k Operating Debt	13,843.10	14,555.60
Total 2500 · Monies due City of Norwalk	178,018.69	178,663.37
Total Other Current Liabilities	399,425.02	230,014.18
Total Current Liabilities	486,376.24	340,638.56
Long Term Liabilities		
2700 · Irrigation Debt	248,840.99	254,832.02
2725 · Restaurant debt	1,874,379.32	1,923,786.96
2726 · Paving Debt	92,488.97	95,085.67
2730 · Capital Debt (150k)	122,212.53	136,235.73
2731 · Operating Expense Debt (150k)	122,215.07	136,238.27
2762 · John Deere Loan - 2010	2,690.35	34,147.35
2763 · GE Capital (John Deere) 2012	69,262.69	94,434.10
2764 · NBT Truck Loan	27,522.76	0.00

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Accrual Basis

OAK HILLS PARK AUTHORITY
Balance Sheet 14
As of April 30, 2015

	<u>Apr 30, 15</u>	<u>Apr 30, 14</u>
Total Long Term Liabilities	2,559,612.68	2,674,760.10
Total Liabilities	3,045,988.92	3,015,398.66
Equity		
3000 · Fund Balance		
3010 · Fund Balance - Beginning	-42,873.28	-42,873.28
Total 3000 · Fund Balance	-42,873.28	-42,873.28
3500 · Reserves		
3550 · Reserve for Contingencies	405,368.10	405,368.10
Total 3500 · Reserves	405,368.10	405,368.10
3900 · Retained Earnings	-519,131.69	-411,459.97
Net Income	-314,659.46	-284,977.54
Total Equity	-471,296.33	-333,942.69
TOTAL LIABILITIES & EQUITY	<u>2,574,692.59</u>	<u>2,681,455.97</u>

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Accrual Basis

OAK HILLS PARK AUTHORITY
P&L - Current Month Vs. Prior Year Month
April 2015

	Apr 15	Apr 14	\$ Change	% Change
Ordinary Income/Expense				
Income				
4000 · REVENUES				
4001 · Golf Revenue				
4010 · Golf Fees	72,726.00	83,599.32	-10,873.32	-13.01%
4020 · I.D. Cards	43,836.00	40,510.00	3,326.00	8.21%
4030 · Tournament Fees	1,700.00	1,825.00	-125.00	-6.85%
4050 · Cart Revenue	18,377.00	18,873.00	-496.00	-2.63%
4060 · Golf Revenue - Gift Certif.	1,505.00	1,549.00	-44.00	-2.84%
4070 · Gift & Rain Checks Redeemed	-2,143.00	-2,910.00	767.00	26.36%
Total 4001 · Golf Revenue	136,001.00	143,446.32	-7,445.32	-5.19%
4200 · Rental Income	1,000.00	1,000.00	0.00	0.0%
4300 · Investment Income	5.99	1.45	4.54	313.1%
4400 · Misc. Income	9,536.10	4,218.37	5,317.73	126.06%
4500 · Cash Over/Under	0.00	0.00	0.00	0.0%
4600 · Restaurant Income	6,000.00	8,911.00	-2,911.00	-32.67%
Total 4000 · REVENUES	152,543.09	157,577.14	-5,034.05	-3.2%
Total Income	152,543.09	157,577.14	-5,034.05	-3.2%
Gross Profit	152,543.09	157,577.14	-5,034.05	-3.2%
Expense				
5000 · PERSONNEL EXPENSE				
5010 · Management Salary	8,627.02	10,650.74	-2,023.72	-19.0%
5030 · Administrative	9,589.51	3,614.16	5,975.35	165.33%
5050 · Course Personnel	3,432.89	22,581.52	-19,148.63	-84.8%
5060 · Course Personnel O/T	219.63	35.03	184.60	526.98%
5070 · Seasonal Personnel	5,747.36	2,823.00	2,924.36	103.59%
5080 · Seasonal Personnel O/T	57.86	38.26	19.60	51.23%
5120 · Other Personnel	0.00	686.22	-686.22	-100.0%
Total 5000 · PERSONNEL EXPENSE	27,674.27	40,428.93	-12,754.66	-31.55%
5200 · EMPLOYEE BENEFITS				
5210 · Payroll Taxes	3,219.18	3,136.89	82.29	2.62%
5230 · State Unemployment	1,769.64	2,065.89	-296.25	-14.34%
5250 · Health Insurance	3,628.81	5,755.06	-2,126.25	-36.95%
5260 · Workmans Compensation	1,249.33	1,249.83	-0.50	-0.04%
5270 · Retirement Plans	273.71	271.27	2.44	0.9%
Total 5200 · EMPLOYEE BENEFITS	10,140.67	12,478.94	-2,338.27	-18.74%
5400 · ADMINISTRATIVE EXPENSES				
5420 · Telephone	471.21	468.79	2.42	0.52%
5430 · Professional Fees	2,250.00	2,083.33	166.67	8.0%

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Accrual Basis

OAK HILLS PARK AUTHORITY
P&L - Current Month Vs. Prior Year Month
April 2015

	Apr 15	Apr 14	\$ Change	% Change
5436 · Advertising	500.00	3,536.75	-3,036.75	-85.86%
5440 · Office Expense	2,574.98	2,164.77	410.21	18.95%
5441 · Bank Charges	31.05	886.12	-855.07	-96.5%
5442 · Credit Card Fees	608.93	0.00	608.93	100.0%
5445 · Postage	13.56	0.00	13.56	100.0%
5450 · Training and Dues	0.00	310.00	-310.00	-100.0%
5461 · Authority Secretarial Services	320.00	157.19	162.81	103.58%
5469 · Other Outside Services	252.30	201.80	50.50	25.03%
5470 · Other Administrative	-51.15	639.16	-690.31	-108.0%
5480 · Utilities	1,983.23	1,618.67	364.56	22.52%
5490 · Water	65.55	118.62	-53.07	-44.74%
5500 · Liability Insurance	3,870.09	3,953.25	-83.16	-2.1%
5520 · Interest Expense	86.58	145.28	-58.70	-40.41%
Total 5400 · ADMINISTRATIVE EXPENSES	12,976.33	16,283.73	-3,307.40	-20.31%
5700 · PARK MAINTENANCE				
5710 · Water	0.00	2,233.33	-2,233.33	-100.0%
5720 · Heating Fuel	412.15	3,308.29	-2,896.14	-87.54%
5730 · Grounds Maintenance	2,062.52	7,933.21	-5,870.69	-74.0%
5740 · Tree Maintenance	0.00	500.00	-500.00	-100.0%
5750 · Agriculture and Chemicals				
5751 · Agriculture&Chemicals-Purchased	12,309.64	14,462.50	-2,152.86	-14.89%
5752 · Agriculture/Chemicals Utilized	-8,642.17	-18,050.53	9,408.36	52.12%
Total 5750 · Agriculture and Chemicals	3,667.47	-3,588.03	7,255.50	202.21%
5760 · Irrigation Maintenance	933.18	943.25	-10.07	-1.07%
5770 · Consumable Tools	677.61	162.90	514.71	315.97%
5780 · Tee and Green Supplies	0.00	329.99	-329.99	-100.0%
5795 · Janitorial Supplies	539.14	347.72	191.42	55.05%
5800 · Equipment Maintenance	3,270.52	870.20	2,400.32	275.84%
5810 · Equipment Rental	390.00	0.00	390.00	100.0%
5820 · Building Maintenance	786.92	633.89	153.03	24.14%
5840 · Small Equipment	0.00	1,814.29	-1,814.29	-100.0%
5860 · Gasoline/Diesel Fuel	1,515.07	1,439.33	75.74	5.26%
Total 5700 · PARK MAINTENANCE	14,254.58	16,928.37	-2,673.79	-15.8%
6000 · CART EXPENSE				
6010 · Cart Lease Expense	7,997.00	7,997.00	0.00	0.0%
6020 · Electricity	523.70	462.92	60.78	13.13%
6030 · Maintenance	72.47	0.00	72.47	100.0%
6050 · Cart Insurance	400.00	400.00	0.00	0.0%
Total 6000 · CART EXPENSE	8,993.17	8,859.92	133.25	1.5%
Total Expense	74,039.02	94,979.89	-20,940.87	-22.05%

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 Accrual Basis

OAK HILLS PARK AUTHORITY
P&L - Current Month Vs. Prior Year Month
 April 2015

	Apr 15	Apr 14	\$ Change	% Change
Net Ordinary Income	78,504.07	62,597.25	15,906.82	25.41%
Other Income/Expense				
Other Expense				
8000 · Depreciation/Amortization	19,048.46	18,929.48	118.98	0.63%
8002 · Bond to City	13,470.60	13,470.58	0.02	0.0%
8003 · Replenish escrow	3,333.33	3,333.33	0.00	0.0%
8004 · Capital Debt to City	1,384.31	1,384.31	0.00	0.0%
8005 · Operating Debt to City	1,384.31	1,384.31	0.00	0.0%
Total Other Expense	38,621.01	38,502.01	119.00	0.31%
Net Other Income	-38,621.01	-38,502.01	-119.00	-0.31%
Net Income	39,883.06	24,095.24	15,787.82	65.52%

OAK HILLS PARK AUTHORITY
P&L - Current YTD Vs. Prior YTD
July 2014 through April 2015

	Jul '14 - Apr 15	Jul '13 - Apr 14	\$ Change	% Change
Ordinary Income/Expense				
Income				
4000 · REVENUES				
4001 · Golf Revenue				
4010 · Golf Fees	600,420.48	609,157.70	-8,737.22	-1.43%
4020 · I.D. Cards	104,255.00	116,140.00	-11,885.00	-10.23%
4030 · Tournament Fees	58,698.00	65,589.00	-6,891.00	-10.51%
4050 · Cart Revenue	196,527.64	188,794.96	7,732.68	4.1%
4060 · Golf Revenue - Gift Certif.	35,271.00	12,798.00	22,473.00	175.6%
4070 · Gift & Rain Checks Redeemed	-11,046.00	-13,553.00	2,507.00	18.5%
4001 · Golf Revenue - Other	0.00	0.00	0.00	0.0%
Total 4001 · Golf Revenue	984,126.12	978,926.66	5,199.46	0.53%
4100 · Tennis Revenue	21,000.00	18,000.00	3,000.00	16.67%
4200 · Rental Income	10,000.00	10,000.00	0.00	0.0%
4300 · Investment Income	83.38	254.89	-171.51	-67.29%
4400 · Misc. Income	28,488.89	17,547.21	10,941.68	62.36%
4500 · Cash Over/Under	193.95	-332.10	526.05	158.4%
4600 · Restaurant Income	60,000.00	89,112.09	-29,112.09	-32.67%
Total 4000 · REVENUES	1,103,892.34	1,113,508.75	-9,616.41	-0.86%
Total Income	1,103,892.34	1,113,508.75	-9,616.41	-0.86%
Gross Profit	1,103,892.34	1,113,508.75	-9,616.41	-0.86%
Expense				
5000 · PERSONNEL EXPENSE				
5010 · Management Salary	117,608.98	89,124.63	28,484.35	31.96%
5030 · Administrative	93,785.14	76,455.76	17,329.38	22.67%
5050 · Course Personnel	235,903.81	193,612.07	42,291.74	21.84%
5060 · Course Personnel O/T	2,501.21	1,922.73	578.48	30.09%
5070 · Seasonal Personnel	39,360.54	52,977.26	-13,616.72	-25.7%
5080 · Seasonal Personnel O/T	1,260.06	1,623.77	-363.71	-22.4%
5120 · Other Personnel	0.00	686.22	-686.22	-100.0%
Total 5000 · PERSONNEL EXPENSE	490,419.74	416,402.44	74,017.30	17.78%
5200 · EMPLOYEE BENEFITS				
5210 · Payroll Taxes	37,971.75	35,081.93	2,889.82	8.24%
5230 · State Unemployment	17,281.27	17,922.14	-640.87	-3.58%
5250 · Health Insurance	39,657.94	54,236.84	-14,578.90	-26.88%
5260 · Workmans Compensation	12,494.30	11,355.66	1,138.64	10.03%
5270 · Retirement Plans	3,548.31	2,100.47	1,447.84	68.93%
Total 5200 · EMPLOYEE BENEFITS	110,953.57	120,697.04	-9,743.47	-8.07%
5400 · ADMINISTRATIVE EXPENSES				

7:15 AM
05/13/15
Accrual Basis

OAK HILLS PARK AUTHORITY
P&L - Current YTD Vs. Prior YTD
July 2014 through April 2015

	Jul '14 - Apr 15	Jul '13 - Apr 14	\$ Change	% Change
5420 · Telephone	5,243.03	4,654.84	588.19	12.64%
5430 · Professional Fees	22,892.00	24,193.35	-1,301.35	-5.38%
5436 · Advertising	2,300.26	6,103.55	-3,803.29	-62.31%
5440 · Office Expense	16,265.56	14,743.13	1,522.43	10.33%
5441 · Bank Charges	956.28	2,286.09	-1,329.81	-58.17%
5442 · Credit Card Fees	18,576.87	12,827.14	5,749.73	44.83%
5445 · Postage	179.65	73.69	105.96	143.79%
5450 · Training and Dues	2,165.00	2,655.82	-490.82	-18.48%
5460 · Outside Services	3,882.14	23,759.57	-19,877.43	-83.66%
5461 · Authority Secretarial Services	1,680.00	1,590.86	89.14	5.6%
5469 · Other Outside Services	2,971.65	2,564.05	407.60	15.9%
5470 · Other Administrative	735.36	7,114.70	-6,379.34	-89.66%
5480 · Utilities	24,952.49	24,070.57	881.92	3.66%
5490 · Water	768.86	688.76	80.10	11.63%
5500 · Liability Insurance	38,930.90	34,242.50	4,688.40	13.69%
5520 · Interest Expense	909.48	4,076.48	-3,167.00	-77.69%
5400 · ADMINISTRATIVE EXPENSES - Other	0.00	0.00	0.00	0.0%
Total 5400 · ADMINISTRATIVE EXPENSES	143,409.53	165,645.10	-22,235.57	-13.42%
5700 · PARK MAINTENANCE				
5710 · Water	37,001.09	35,103.71	1,897.38	5.41%
5720 · Heating Fuel	16,922.07	24,334.14	-7,412.07	-30.46%
5730 · Grounds Maintenance	16,325.47	23,866.92	-7,541.45	-31.6%
5740 · Tree Maintenance	1,918.06	5,310.00	-3,391.94	-63.88%
5750 · Agriculture and Chemicals				
5751 · Agriculture&Chemicals-Purchased	61,911.78	74,585.29	-12,673.51	-16.99%
5752 · Agriculture/Chemicals Utilized	-20,914.87	-4,875.50	-16,039.37	-328.98%
Total 5750 · Agriculture and Chemicals	40,996.91	69,709.79	-28,712.88	-41.19%
5760 · Irrigation Maintenance	6,911.53	6,478.22	433.31	6.69%
5770 · Consumable Tools	2,702.83	1,079.30	1,623.53	150.42%
5780 · Tee and Green Supplies	4,754.58	1,842.26	2,912.32	158.08%
5790 · Other Supplies	37.26	0.00	37.26	100.0%
5795 · Janitorial Supplies	1,637.00	2,336.66	-699.66	-29.94%
5800 · Equipment Maintenance	27,094.48	31,035.21	-3,940.73	-12.7%
5810 · Equipment Rental	390.00	29.00	361.00	1,244.83%
5820 · Building Maintenance	12,724.42	17,328.92	-4,604.50	-26.57%
5840 · Small Equipment	227.93	2,268.25	-2,040.32	-89.95%
5860 · Gasoline/Diesel Fuel	13,766.21	10,454.16	3,312.05	31.68%
5999 · TEMPORARY	0.00	0.00	0.00	0.0%
Total 5700 · PARK MAINTENANCE	183,409.84	231,176.54	-47,766.70	-20.66%
6000 · CART EXPENSE				
6010 · Cart Lease Expense	36,509.25	35,983.77	525.48	1.46%

7:15 AM
 05/13/15
 Accrual Basis

OAK HILLS PARK AUTHORITY
P&L - Current YTD Vs. Prior YTD
 July 2014 through April 2015

	<u>Jul '14 - Apr 15</u>	<u>Jul '13 - Apr 14</u>	<u>\$ Change</u>	<u>% Change</u>
6020 · Electricity	6,893.32	8,073.89	-1,180.57	-14.62%
6030 · Maintenance	3,982.06	1,435.59	2,546.47	177.38%
6050 · Cart Insurance	4,000.00	4,000.00	0.00	0.0%
6060 · Misc. Cart Expense	69.93	0.00	69.93	100.0%
6000 · CART EXPENSE - Other	0.00	10.61	-10.61	-100.0%
Total 6000 · CART EXPENSE	51,454.56	49,503.86	1,950.70	3.94%
Total Expense	979,647.24	983,424.98	-3,777.74	-0.38%
Net Ordinary Income	124,245.10	130,083.77	-5,838.67	-4.49%
Other Income/Expense				
Other Expense				
8000 · Depreciation/Amortization	190,484.60	189,294.80	1,189.80	0.63%
8001 · Capital projects	51,694.50	29,644.60	22,049.90	74.38%
8002 · Bond to City	134,705.96	135,102.41	-396.45	-0.29%
8003 · Replenish escrow	33,333.30	33,333.30	0.00	0.0%
8004 · Capital Debt to City	13,843.10	13,843.10	0.00	0.0%
8005 · Operating Debt to City	13,843.10	13,843.10	0.00	0.0%
Total Other Expense	437,904.56	415,061.31	22,843.25	5.5%
Net Other Income	-437,904.56	-415,061.31	-22,843.25	-5.5%
Net Income	-313,659.46	-284,977.54	-28,681.92	-10.07%

Oak Hills Park Authority
December 2014 Actual vs. Budget

	<u>Apr Act</u>	<u>Apr Bud</u>	<u>Var</u>	<u>YTD Act</u>	<u>YTD Bud</u>	<u>Var \$</u>	<u>Var %</u>
5500 · Liability Insurance	\$3,870	\$4,682	17.3%	\$38,931	\$40,557	\$1,626	4.0%
5510 · Security		\$0	#DIV/0!		\$0	\$0	#DIV/0!
5520 · Interest	\$87	\$147	41.3%	\$909	\$4,138	\$3,228	78.0%
5526 · Commercial debt service		\$0	#DIV/0!		\$0	\$0	#DIV/0!
Total 5500 · DEBT SERVICE AND INSURANCE	\$3,957	\$4,830	18.1%	\$39,840	\$44,695	\$4,854	10.9%
5700 · PARK MAINTENANCE							
5710 · Water	\$0	\$2,506	100.0%	\$37,001	\$39,383	\$2,382	6.0%
5720 · Heating Fuel	\$412	\$3,374	87.8%	\$16,922	\$24,821	\$7,898	31.8%
5730 · Grounds Maintenance	\$2,063	\$8,092	74.5%	\$16,325	\$24,344	\$8,019	32.9%
5740 · Tree Maintenance	\$0	\$510	100.0%	\$1,918	\$5,416	\$3,498	64.6%
5751 · Agriculture&Chemicals-Purchased	\$12,310	\$11,788	-4.4%	\$61,912	\$60,793	-\$1,119	-1.8%
5752 · Agriculture/Chemicals Utilized	-\$8,642	-\$18,411	53.1%	-\$20,915	-\$4,973	\$15,942	-320.6%
5760 · Irrigation Maintenance	\$933	\$962	3.0%	\$6,912	\$6,608	-\$303	-4.6%
5770 · Consumable Tools	\$678	\$166	-307.7%	\$2,703	\$1,101	-\$1,602	-145.5%
5780 · Tee and Green Supplies	\$0	\$337	100.0%	\$4,755	\$1,879	-\$2,876	-153.1%
5795 · Janitorial Supplies	\$539	\$355	-52.0%	\$1,674	\$2,384	\$709	29.8%
Total 5700 · PARK MAINTENANCE	\$8,292	\$9,678	14.3%	\$129,207	\$161,756	\$32,549	20.1%
5800 · PARK EQUIPMENT							
5800 · Equipment Maintenance	\$3,271	\$888	-268.5%	\$27,094	\$31,656	\$4,562	14.4%
5810 · Equipment Rental	\$390	\$0	#DIV/0!	\$390	\$30	-\$360	-1221.3%
5820 · Building Maintenance	\$787	\$653	-20.6%	\$12,724	\$17,842	\$5,117	28.7%
5840 · Small Equipment	\$0	\$1,852	100.0%	\$228	\$2,315	\$2,087	90.2%
5860 · Gasoline/Diesel Fuel	\$1,515	\$1,468	-3.2%	\$13,766	\$10,663	-\$3,103	-29.1%
5880 · Employee work clothes		\$0	#DIV/0!		\$0	\$0	#DIV/0!
Total 5800 · PARK EQUIPMENT	\$5,963	\$4,860	-22.7%	\$54,203	\$62,506	\$8,303	13.3%
6000 · CART EXPENSE							
6010 · Cart Lease Expense	\$7,997	\$7,997	0.0%	\$36,509	\$35,984	-\$525	-1.5%
6020 · Electricity	\$524	\$472	-10.9%	\$6,893	\$8,236	\$1,342	16.3%
6030 · Maintenance	\$72	\$0	#DIV/0!	\$3,982	\$1,464	-\$2,518	-172.0%
6050 · Cart Insurance	\$400	\$400	0.0%	\$4,000	\$4,000	\$0	0.0%
6060 · Misc. Cart Expense		\$0	#DIV/0!	\$70	\$0	-\$70	#DIV/0!
Total 6000 · CART EXPENSE	\$8,993	\$8,869	-1.4%	\$51,455	\$49,684	-\$1,771	-3.6%
7001 · Uncategorized Expenses							
TOTAL OPERATIONAL EXPENSE	\$74,039	\$89,494	17.3%	\$979,647	\$1,009,267	\$29,620	2.9%
TOTAL OPERATIONAL NET INCOME	\$78,504	\$77,627	-1.1%	\$124,245	\$141,987	-\$17,742	-12.5%
Restructured Debt	\$13,471	\$13,471	0.0%	\$134,706	\$134,706	\$0	0.0%
Capital Funding \$150k	\$1,384	\$1,384	0.0%	\$13,843	\$13,843	\$0	0.0%
\$150K Operating Debt	\$1,384	\$1,384	0.0%	\$13,843	\$13,843	\$0	0.0%
Irrigation Debt Service					\$0	\$0	
Paving Debt Service					\$0	\$0	
Restaurant Debt Service					\$0	\$0	
Escrow Funding	\$3,333	\$3,333	0.0%	\$33,333	\$33,333	\$0	0.0%
Commercial Debt Service	\$5,310	\$7,533	29.5%	\$44,109	\$46,332	\$2,223	4.8%
Loan Repayment	\$24,883	\$27,106	8.2%	\$239,834	\$242,058	\$2,224	0.9%
NET INCOME BEFORE CAPITAL EXPENSES	\$53,622	\$50,521	6.1%	-\$115,589	-\$100,071	-\$15,518	-15.5%
8000 · OTHER EXPENSE							
8000 · Depreciation/Amortization				\$0			
8000 · Depreciation/Amortization Non Cash							
8001 · Capital projects	\$0	\$4,167	100.0%	\$51,695	\$41,667	-\$10,028	-24.1%
Contingency							
Total 8000 · OTHER EXPENSE	\$0	\$4,167	100.0%	\$51,695	\$41,667	-\$10,028	-24.1%
NET INCOME	\$53,622	\$46,355	15.7%	-\$167,284	-\$141,738	-\$25,546	-18.0%

Gilden, Frederic

From: Hamilton, Tom
Sent: Thursday, June 04, 2015 5:40 PM
To: Gilden, Frederic
Cc: Kimmel, Bruce I.
Subject: FW: Meeting Summary

Fred,

This is the back up for the on-going discussion with Oak Hills regarding possible revisions to the Loan Agreement between the City and Oak Hills. This can be supplied to the Finance Committee with the agenda package. We are not prepared to present a final recommended proposal, but we can update the Finance Committee on the status of these discussions.

Thomas Hamilton
Director of Finance
City of Norwalk
203-854-7870

From: Barron, Robert
Sent: Thursday, June 04, 2015 5:22 PM
To: Hamilton, Tom
Cc: 'Ernie DesRochers'; 'Clyde Mount'; 'jerryc4@optonline.net'; 'Oak Hills Park'; Rilling, Harry
Subject: RE: Meeting Summary

Tom,

At your request, I've recalculated the alternative debt restructuring shown in the below forwarded email's item "2c." to maintain the current last payment date of 9/1/2036, rather than the accelerated payoff that was discussed in our meeting. This proposal reduces the annual payment by about \$30K from \$161K to \$131K for the extra five years of payments, as follows:

Term	Date	Principal	2.43% Interest	Annual Payment	Balance
	9/1/2014				\$ 2,215,709.28
1	9/1/2015	(\$77,370.99)	(\$53,841.74)	(\$131,212.73)	\$ 2,138,338.29
2	9/1/2016	(\$79,251.11)	(\$51,961.62)	(\$131,212.73)	\$ 2,059,087.18
3	9/1/2017	(\$81,176.91)	(\$50,085.82)	(\$131,212.73)	\$ 1,977,910.27
4	9/1/2018	(\$83,149.51)	(\$48,063.22)	(\$131,212.73)	\$ 1,894,760.77
5	9/1/2019	(\$85,170.04)	(\$46,042.69)	(\$131,212.73)	\$ 1,809,590.73
6	9/1/2020	(\$87,239.67)	(\$43,973.05)	(\$131,212.73)	\$ 1,722,351.05
7	9/1/2021	(\$89,359.60)	(\$41,853.13)	(\$131,212.73)	\$ 1,632,991.46
8	9/1/2022	(\$91,531.03)	(\$39,681.69)	(\$131,212.73)	\$ 1,541,460.42
9	9/1/2023	(\$93,755.24)	(\$37,457.49)	(\$131,212.73)	\$ 1,447,705.19
10	9/1/2024	(\$96,033.49)	(\$35,179.24)	(\$131,212.73)	\$ 1,351,671.70
11	9/1/2025	(\$98,367.10)	(\$32,845.62)	(\$131,212.73)	\$ 1,253,304.59
12	9/1/2026	(\$100,757.43)	(\$30,455.30)	(\$131,212.73)	\$ 1,152,547.17
13	9/1/2027	(\$103,205.83)	(\$28,006.90)	(\$131,212.73)	\$ 1,049,341.33
14	9/1/2028	(\$105,713.73)	(\$25,498.99)	(\$131,212.73)	\$ 943,627.60
15	9/1/2029	(\$108,282.58)	(\$22,930.15)	(\$131,212.73)	\$ 835,345.08
16	9/1/2030	(\$110,913.84)	(\$20,298.88)	(\$131,212.73)	\$ 724,431.18
17	9/1/2031	(\$113,609.05)	(\$17,603.68)	(\$131,212.73)	\$ 610,822.13
18	9/1/2032	(\$116,369.75)	(\$14,842.98)	(\$131,212.73)	\$ 494,452.39
19	9/1/2033	(\$119,197.53)	(\$12,015.19)	(\$131,212.73)	\$ 375,254.85
20	9/1/2034	(\$122,094.03)	(\$9,118.69)	(\$131,212.73)	\$ 253,160.82
21	9/1/2035	(\$125,060.92)	(\$6,151.81)	(\$131,212.73)	\$ 128,099.90
22	9/1/2036	(\$128,099.90)	(\$3,112.83)	(\$131,212.73)	\$ (0.00)
		(\$2,215,709.28)	(\$670,970.71)	(\$2,886,679.99)	

Regards,

Bob

Robert Barron, CPFO
 Director, Office of Management & Budgets
 City of Norwalk, Connecticut
 203 854-7708 office
 203 854-7848 fax

From: Barron, Robert
Sent: Friday, May 22, 2015 12:34 PM
To: Rilling, Harry
Cc: Hamilton, Tom; 'Ernie DesRochers'; 'Clyde Mount'; 'jerryc4@optonline.net'; 'Oak Hills Park'
Subject: FW: Meeting Summary

Mayor,

You've asked Tom and me to review and evaluate the most recent financial proposal from the OHPA. Our mutual objective is to develop a plan that addresses the park's historically thin to negative operating margins, builds an ample fund balance that can withstand the park's seasonal fluctuation of revenues and expenses, along with increasing its annual capital investment into the park for proper maintenance. Tom and I met with the above copied OHPA members this morning and discussed the below items:

1. THE OHPA PROPOSAL

- a. City assumes the debt service for the restaurant
- b. City receives the \$72K in annual lease payments for the restaurant
- c. OHPA restructures the remaining balance of the Irrigation and Cart Path projects over an eight year term at the city's 2014 cost of debt, 2.43%
- d. City would return the \$120K reserve it has received from the OHPA (non-payment of restaurant debt reserve) and eliminate the 5-year \$40,000 annual reserve contribution
- e. OHPA's debt service to the city would be \$80K, which includes the above restructure and current capital and operating loans, as follows:

	PRINCIPAL	
	BALANCE	INTEREST
IRRIGATION	\$ 248,840.99	
CART PATH	\$ 92,488.97	
TOTAL	\$ 341,329.96	
ANNUAL PMT.		
8-YR AMORT	\$ 47,462.40	2.43%
\$150K-CAP	\$ 16,611.73	1.90%
\$150K-OP	\$ 16,611.73	1.90%
	\$ 80,685.86	

2. ALTERNATIVE

- a. OHPA maintains the current debt for the original three projects that were restructured: Restaurant, Irrigation, and Cart Path; however,
- b. The current balance of \$2,215,709.48 be refinanced at the city's 2.43% interest rate, and the debt service would remain approximately the same as it is now to the city (\$160,660 proposed versus \$161,647 current)
- c. This would reduce the repayment term by five years from the current last payment of 9/1/2036 to a proposed last payment of 9/1/2031, as follows:

Term	Date	Principal	2.43% Interest	Annual Payment	Balance
	9/1/2014				\$ 2,215,709.28
1	9/1/2015	(\$106,818.49)	(\$53,841.74)	(\$160,660.23)	\$ 2,108,890.79
2	9/1/2016	(\$109,414.18)	(\$51,246.05)	(\$160,660.23)	\$ 1,999,476.61
3	9/1/2017	(\$112,072.95)	(\$48,587.28)	(\$160,660.23)	\$ 1,887,408.66
4	9/1/2018	(\$114,796.32)	(\$45,863.91)	(\$160,660.23)	\$ 1,772,607.35
5	9/1/2019	(\$117,585.87)	(\$43,074.36)	(\$160,660.23)	\$ 1,655,021.48
6	9/1/2020	(\$120,443.20)	(\$40,217.02)	(\$160,660.23)	\$ 1,534,578.27
7	9/1/2021	(\$123,369.97)	(\$37,290.25)	(\$160,660.23)	\$ 1,411,208.30
8	9/1/2022	(\$126,367.87)	(\$34,292.36)	(\$160,660.23)	\$ 1,284,840.43
9	9/1/2023	(\$129,438.60)	(\$31,221.62)	(\$160,660.23)	\$ 1,155,401.83
10	9/1/2024	(\$132,583.96)	(\$28,076.26)	(\$160,660.23)	\$ 1,022,817.87
11	9/1/2025	(\$135,805.75)	(\$24,854.47)	(\$160,660.23)	\$ 887,012.11
12	9/1/2026	(\$139,105.83)	(\$21,554.39)	(\$160,660.23)	\$ 747,906.28
13	9/1/2027	(\$142,486.10)	(\$18,174.12)	(\$160,660.23)	\$ 605,420.18
14	9/1/2028	(\$145,948.52)	(\$14,711.71)	(\$160,660.23)	\$ 459,471.66
15	9/1/2029	(\$149,495.07)	(\$11,165.16)	(\$160,660.23)	\$ 309,976.60
16	9/1/2030	(\$153,127.80)	(\$7,532.43)	(\$160,660.23)	\$ 156,848.80
17	9/1/2031	(\$156,848.80)	(\$3,811.43)	(\$160,660.23)	\$ (0.00)
		(\$2,215,709.28)	(\$515,514.57)	(\$2,731,223.85)	

- d. We can support this reduction in interest rates because the debt that was originally issued for this debt: 4.5% Restaurant; 5.21% Irrigation; and 4.0% Cart Paths have all been refinanced in recent years and the city is no longer paying those original issues' rates
- e. To provide the OHPA some relief in the upcoming FY 2015-16 the city could return the \$120K reserve it received from the OHPA and eliminate the 5-year \$40,000 annual reserve contribution
- f. The development of the Golf School/Driving Range, or \$3.2 million phase II of the OHPA's master plan would go through the normal capital process which would subject it to the same level of scrutiny and citywide prioritization that all departments' capital requests receive

3. NEXT STEPS

- a. A resolution to restructure the existing debt which would require Council approval
- b. A special appropriation of \$25,000 to conduct an independent feasibility/profitability study, engaged by the city as the OHPA's research, contained in its proposal, looks as if the development of a Golf School/Driving range could improve the experience of the patrons of the park, cover its own debt service and provide a financial surplus to contribute to the park's financial stability

Regards.

Bob

Robert Barron, CPFO
Director, Office of Management & Budgets
City of Norwalk, Connecticut
203 854-7708 office
203 854-7848 fax



City of Norwalk

Information Technology Department

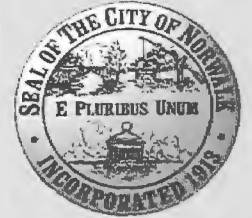
125 East Ave., Rm203

Norwalk, CT 06850

Phone: 203-854-7714

Fax: 203-854-7803

ITT Request Form



Cisco LAN Switch Refresh for Police and Partial City Hall

Request Number: LANODCH2015 Modification Number: 0

Date of Request: 06-May-15

02-May-12

FUNDED IN CURRENT CAPITAL OR EXPENSE BUDGET: YES

CONSISTENT WITH CITY TECHNOLOGY PLAN:

Yes

BUDGET ACCOUNT: 09160600-5777- C0375

VENDOR DATA

lowest authorized reseller

PRICING INFORMATION

QTY.	DESCRIPTION	MAKE	MODEL	PRICE/UNIT	EXT PRICE
8	Cisco 48 port LAN switch	Catalyst 3750X 48 port PoE base	WS-C3750X-48PF-L	\$5,800.00	\$46,400.00
4	Cisco 10gig card	CATALYST 3K-X 10G NET MOD	C3KX-NM-10G	\$900.00	\$3,600.00

Shipping

NOT TO EXCEED

Total Price

\$50,000.00

Date Presented: 06-May-15

Date Approved: 06-May-15

PROJECT PD CH LAN Cisco

ITT Signature: *signature on file.*



Norwalk

OFFICE OF INFORMATION TECHNOLOGY

Date: May 12, 2015

To: Members of the Finance Committee

From: Karen Del Vecchio, Director of Information Technology

Subject: Combined Dispatch AudioLog Recording System Upgrade

Norwalk's Combined Dispatch is the gateway and processor of all emergency calls as well as many routine inquiries and matters for the City of Norwalk. Many of those calls are of potential evidentiary value whether for civil or criminal cases. Audio recordings are essential and allow Norwalk to meet the State's requirements of 911 Public Safety Answering Points (PSAPs).

Dispatch's present audio recording system, Verint AudioLog, was installed in 2010. The recording system has served the Department well with minimal and minor enhancements over the past 5 years. This current platform of software and hardware has been retired by the vendor effective December 31, 2014.

Recognizing the approaching retirement of the current AudioLog platform, we identified the upgrade of this system as a critical need in the 2015/2016 IT Capital Budget development process for Combined Dispatch. Funding for this upgrade was approved in the 2015/2016 IT Capital Budget.

The upgraded AudioLog platform will provide not only the requested Voice Recording requirements, but also the necessary playback function of all captured or embedded multi-media communications, such as Pictures, Video & Text on a single timeline records database. These are important capabilities which will help to prepare the Dispatch center for the Next Generation 911 requirements. Other upgrade enhancements include:

- Windows 7 client support/ Windows 2008 server support.
- Multi-media and multi-channel based search and replay
- Secure Digital Fingerprinting of recording for proof of authenticity.
- Improved screen recording technology
- Blue-ray archive capacity improvements
- Faster server processor and additional storage capacity.

Business Electronics, Inc. has been providing voice recording solutions for over 35 years. BEI is the preferred vendor for the majority of Connecticut Police Departments as well as Fire and Emergency Dispatch Departments.

This project was unanimously approved by the ITT Committee at its May 6, 2015 meeting.

The specific action requested is:

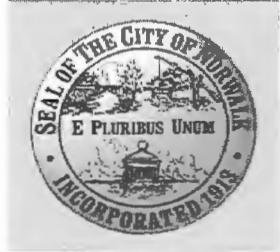
Authorize the Purchasing Agent to issue purchase orders to the lowest authorized Verint AudioLog partner/reseller, for the turnkey upgrade to the Verint Audiolog Communications Recording System at Norwalk Combined Dispatch, for an amount not to exceed \$23,500.00, account 09160600-5777-C0375 (budgeted IT capital item; no special appropriation required) and forward onto the Common Council for further action.

Att: ITT Approval Form.





City of Norwalk
Information Technology Department
 125 East Ave., Rm203
 Norwalk, CT 06850
 Phone: 203-854-7714 Fax:203-854-7803
ITT Request Form



Verint Audiolog Voice Recording System Upgrade - Combined Dispatch

Request Number: DSPAUDLOG Modification Number : 0 Date of Request: 05-May-15

FUNDED IN CURRENT CAPITAL OR EXPENSE BUDGET: YES CONSISTENT WITH CITY TECHNOLOGY PLAN: Yes
 BUDGET ACCOUNT: 09160600-5777-C0375

VENDOR DATA

Lowest authorized reseller/partner

SHIP TO: Gabriel Asare, Norwalk Police IT

1 Monroe St., Norwalk, CT 06851

PRICING INFORMATION

QTY.	DESCRIPTION	MAKE	MODEL	PRICE/UNIT	EXT PRICE
1	Verint AudioLog R5 Server/softw	the turn key bundle		\$23,500.00	\$23,500.00
					\$0.00

Shipping

Total Price \$23,500.00

Date Presented: 05-May-15

Date Approved: 05-May-15

PROJECT AudioRecording Disptch

ITT Signature: _____



Norwalk

OFFICE OF INFORMATION TECHNOLOGY

Date: May 8, 2015

To: Members of the Finance Committee

From: Karen Del Vecchio, City Information Technology Director

Subject: 2015/2016 Technology Refresh Program

City Information Technology maintains an inventory database of personal computer workstations, laptops, and printers in City Hall, Libraries (both staff and public access), Public Works Center and Police Department and Fire Stations, including mobile data terminals in police and fire vehicles.

From this inventory, IT annually assesses the condition of all the workstations relative to: equipment age, reliability, supportability, utilization, and overall performance. Based on this assessment, IT develops an annual Technology Refresh Plan and Schedule.

The 2015/2016 Technology Refresh Plan calls for the replacement of 103 personal computer workstations with new workstations, tablets, or laptops, 12 ruggedized mobile data terminals for public safety, and approximately 12 printers, which are specified to the City IT equipment and software standards.

The public safety mobile data terminal portion of the Refresh plan accounts for \$46,320 of the total Plan. The mobile data terminals are now scheduled for refresh on a 3 year cycle as these units are in use 24x7x365 and installed in vehicles that are subject to extremes in temperature and other demanding conditions. This capital year request will refresh 1/3 of the Police mobile data terminals inventory. The total Public Safety investment in the Plan is \$76,816.20.

IT, after discussion with the respective department heads, assigns a replacement schedule for each workstation based on its condition and performance. Older PCs that are replaced, but deemed having some useful life, will be "cascaded" to other uses such as training, temporary, loaner/repair, single-use kiosk, or occasional-use systems.

The Technology Refresh continues the electronic asset disposal program started in 2005 which inventories, sanitizes the disk drives (erase to DoD specification), and disposes of obsolete computer equipment in accordance with City Procurement Guidelines and in an environmentally responsible manner.

The 2015/2016 Information Technology Capital budget (09160600-5777-C0375) requested and received approval for the funding of **\$158,968.00** for the Technology Refresh. No special appropriation is required for this project.

This Technology Refresh Plan was unanimously approved by the ITT Committee at its May 6, 2015 meeting.

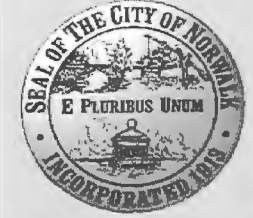
The specific action I am requesting is as follows:

- a. *Authorize the Purchasing Agent to issue purchase orders in accordance with City Procurement Guidelines for the supply of personal computers workstations, laptops, ruggedized data terminals, tablets, printers, and obsolete asset disposal according to City IT department specifications for an amount not to exceed \$158,968.00, account 09160600-5777-C0375 (budgeted IT capital item; no special appropriation required) and forward onto the Common Council for further action.*

ATT: ITT Approval Form



City of Norwalk
Information Technology Department
 125 East Ave., Rm203
 Norwalk, CT 06850
 Phone: 203-854-7714 Fax:203-854-7803
ITT Request Form



2015 2016 Desktop Refresh Program - PCs, Rugged Data Terminals, Printers

Request Number: DRF2016 Modification Number : 0 Date of Request: 06-May-15

FUNDED IN CURRENT CAPITAL OR EXPENSE BUDGET: YES CONSISTENT WITH CITY TECHNOLOGY PLAN: Yes
 BUDGET ACCOUNT: 09160600-5777-C0375

VENDOR DATA

Various Vendors

Separate Reqs to follow over next 12 months

TO ENCUMBER FUNDS ONLY

PRICING INFORMATION

QTY.	DESCRIPTION	MAKE	MODEL	PRICE/UNIT	EXT PRICE
	Public Safety desktops, laptops	rugged mobile data terminals	various	various	\$76,816.20
	Library desktops and laptops for	staff and public use	Dell various	various	\$40,114.00
	DPW	staff and public use	Dell various	various	\$18,789.60
	City Hall, all others				\$23,248.60

Shipping

Total Price \$158,968.40

Date Presented: 06-May-15

Date Approved: 06-May-15


PROJECT 2015 2016Desktop Refre:

ITT Signature:



DEPARTMENT OF FINANCE
OFFICE OF THE DIRECTOR

MEMORANDUM

DATE: June 4, 2015
TO: The Members of the Finance Committee
FROM: Thomas Hamilton, Director of Finance 
RE: Contract for Workers' Compensation Third Party Administrator Services

The City contracts with the Connecticut Interlocal Risk Management Agency (CIRMA) to administer its workers' compensation and heart/hypertension claims under a contract that is expiring on June 30, 2015.

The City self-insures this exposure, but retains the services of a third party administrator (TPA) to adjudicate and manage the City's claims. The services provided by the TPA are extensive, and include the following:

- Maintain a First Notice System for reporting of all claims;
- Investigate and administer medical and indemnity (lost time) claims on behalf of the City;
- Evaluate claims for compensability and fraud prevention;
- Establish and periodically update accurate financial reserves on each claim;
- Maintain a managed care network of approved medical providers;
- Maintain a Pharmacy Benefit Management Network;
- Employ various best practices to reduce financial exposure to the City (large case management, subrogation management, etc.)
- Audit and process for payment medical and indemnity payments on behalf of City;
- Maintain Risk Management Information System and provide numerous reports to the City relative to outstanding claims;
- Provide various safety and loss control services, employee training, and other related services;
- Assist with the implementation of Return-to-Work programs for injured employees.

The City has been well satisfied with the services provided by CIRMA, and we believe that they have done a good job administering our claims and providing numerous value-added services. Since the contract was expiring at the end of this fiscal year, we issued an RFP earlier this year to solicit proposals from qualified vendors for the continuation of these services. Proposals from four (4) firms were received by the submission deadline of April 9, 2015. A Selection

Committee with representation from the Finance Department and major departmental users of these CIRMA services reviewed all of the proposals, and short-listed the firms to be interviewed to the two strongest finalists. We conducted interviews with the finalists, and the Committee is now recommending that the contract be awarded to CIRMA.

While the Committee believes that either of the finalists is qualified to perform these services, after carefully reviewing both submissions, the Committee concluded that there was no compelling reason to switch vendors. The Committee took into account the price offering of each proposer along with the claims handling and loss control capabilities of each firm. The Committee found that there was no compelling reason to terminate the City's existing vendor, and noted that switching vendors for services of this magnitude and importance is a major undertaking. Even the smoothest of transitions invariably causes disruption for both employees and City management staff, and some temporary problems are almost inevitable.

We are recommending that the Common Council authorize the Mayor to execute a five-year agreement with CIRMA to provide total management services of the City's Workers' Compensation and Heart/Hypertension Program for the period 7/1/2015 to 6/30/2020. CIRMA has proposed to maintain their pricing with no increase over the expiring contract for the full five-year term of the agreement. The pricing is based on the based on the following rates:

- Medical Only Claim \$205 per claim
- Indemnity Claim \$1,120 per claim
- Record Only Claim \$25 per claim
- H & H Claim \$1,120 per claim

Based on a projected 422 claims per year, the estimated annual cost for claims management services is \$185,135 and the total five-year cost is projected at \$925,675. In addition to the aforementioned costs, the City is billed separately for certain supplemental services such as Nurse Case Management, large claim medical bill review, and loss control services on an as-needed, pass-through basis per the terms of the proposal submitted by CIRMA.

ACTION REQUESTED: Authorize the Mayor, Harry W. Rilling, to execute a contract for total management of the City's Workers' Compensation and Heart/Hypertension Program for the five-year period beginning July 1, 2015 and ending June 30, 2020 at a cost per claim based on the following schedule: Medical Only Claim - \$205; Indemnity Claim - \$1,120; Record Only Claim - \$25; Heart/Hypertension Claim - \$1,120. Account #16-1344-5258

Cc: Harry Rilling, Mayor
 Diane Barry, DB&R Risk Management