

Performing Arts Center at Simsbury Meadows

November 30, 2009

Board of Selectmen
Town of Simsbury

The Performing Arts Center at Simsbury Meadows 2009 Season featured six Talcott Mountain Music Festival Concerts, a Cirque de la Symphonie Concert and a Reach Music Festival with Earth, Wind and Fire. The season's paid attendance exceeded 25,000. While the rainy weather negatively affected nearly every TMMF concert, the HSO management team expressed great appreciation for the facilities and the personnel support of the Performing Arts Center.

Overall, the PAC at SM ended the year with a loss of \$1,651 before Town labor allocations and depreciation. We must continue to improve operations in order to begin to cover the cost of Town expenses allocated to the Performing Arts Center. On Footnote 2, Detailed Expenses, a sum of \$10,090 was spent on fences and tables and chairs. These items have a life of at least 5 years, and \$8,072 of that expense might have been charged in future years, but the sum is too small to capitalize according to the Town's procedures.

At the end of the season, the PAC Board issued an RFP for a PAC Manager for the 2009-2010 Season. Academic Theatre Consultants has been selected to manage the PAC at SM for 2009-2010 Season. The principal, David C. Bell is a Simsbury resident who is highly recommended.

Attached is the 2009 Financial Report. It was prepared by John Wilcox, Asst. Finance Director/Asst. Treasurer, Town of Simsbury. It comprises a P & L for the year ended September 30, 2009 and a Balance Sheet as of September 30, 2009, together with three footnotes. The footnotes provide details for (1) revenues (2) expenses and (3) cost allocations.

The allocations of costs include Town employee time and GASB 34 depreciation. The actual Town employee costs are covered in their departmental budgets and do not represent a PAC cash outflow.

In accordance with the mandate established by GASB 34, the Town of Simsbury calculates depreciation schedules for fixed assets. This non-cash cost is a standard accounting practice designed to recognize that a fixed asset normally has a declining value over its life. The PAC Board has established a policy that the Performing Arts Center at Simsbury Meadows will operate on a positive cash flow basis. That policy means that operations will not be expected to generate real cash income to offset depreciation. Depreciation is used an indicator of residual life of the PAC assets. See Footnote 3 for the GASB 34 depreciation table.

The last attachment page is an accounting for complimentary tickets during the 2009 Season.

David R. Ryan
Chairman
Performing Arts Center Board

Performing Arts Center at Simsbury Meadows

**Town of Simsbury
Performing Arts Center at Simsbury Meadows
Fund 239
Statement of Revenue Over Expenditures
Fiscal Year Ending September 30, 2009**

	2009	
Revenues		
Band Shell Fees	\$ 92,800	
Donations	11,000	
Facility Maintenance Fees	49,471	
Concessions	2,799	
Parking	948	
Miscellaneous	7,035	
Total revenues	<u>163,851</u>	Footnote 1
 Expenditures		
Salary and Benefits	12,900	
Support Services	152,602	Footnote 2
Total expenditures	<u>165,502</u>	
 Excess of expenditures over revenues	<u>(1,651)</u>	
 Expenses not charged to Fund 239 (Footnote 3)		
Highway Department - salaries and benefits	2,823	
Culture, Park and Rec Department - salaries and benefits	6,423	
Accounting Department - salaries and benefits	709	
Total expenses not charged to Fund 239	<u>9,955</u>	
 Excess of expenditures over revenues and allocated expenses	<u>(11,606)</u>	
 Depreciation (GASB 34) (Footnote 3)	34,047	
 Excess of expenditures over revenues after expenses not charged to Fund 239 and depreciation	<u>\$ (45,653)</u>	

Performing Arts Center at Simsbury Meadows

Town of Simsbury
Performing Arts Center at Simsbury Meadows
Fund 239
Statement of Assets, Liabilities and Fund Balance
September 30, 2009

	2009
Current Assets	
Cash	\$ 98,179
Accounts Receivable	\$ 12,400
Total Current Assets	<u>\$ 110,579</u>
 Property, Plant and Equipment	
Performing Arts Center, net of accumulated depreciation of \$134,893	1,149,821
Barn Improvements, net of accumulated depreciation of \$43,853	<u>81,455</u>
Total Property, Plant and Equipment	<u>1,231,276</u>
 Total Assets	 <u>1,341,855</u>
 Current Liabilities	
Accounts Payable	10,246
Accrued Expenses	-
Total Current Liabilities	<u>10,246</u>
 Fund Balance	
Fund Balance per general ledger	100,333
Net book value of property, plant and equipment	<u>1,231,276</u>
Total Fund Balance	<u>1,331,609</u>
 Total Liabilities and Fund Balance	 <u>\$ 1,341,855</u>

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Town of Simsbury
Performing Arts Center at Simsbury Meadows
Fund 239
Footnote 1 - Revenue Detail
Fiscal Year - 10/1/08 - 9/30/09

Revenue Source	Amount
Account 42300 - Band shell Fees	
Hartford Symphony	\$ 67,800
CT Theatre	10,000
Reach Foundation	10,000
Hartford Marathon	2,500
University of CT Foundation	2,500
Total	<u>92,800</u>
Account 42301 - Band shell Facility Maintenance Fees	
Hartford Symphony	\$ 40,889
Reach Music Festival	\$ 6,380
Connecticut Theatre Festival	\$ 2,242
Total	<u>\$ 49,471</u>
Account 42302 - Band shell - Concessions	
Hartford Symphony	40
Reach Music Festival	551
J. Foster's	575
K&J Catering	438
Kane's	745
October Farms	345
Youth Recreation	105
Total	<u>\$ 2,799</u>
Account 42303 - Parking Revenue	
Hartford Symphony	\$ 788
Connecticut Theatre Festival	\$ 158
Total	<u>\$ 946</u>
Account 48971 - Donation	
Rotary Club	10,000
Carey	1,000
Total	<u>11,000</u>
Account 48972 - Miscellaneous	
Hartford Symphony	4,740 Mosquito Spraying/Education Tents
Reach Music Festival	167 Exp Reimbursement
CT Theatre Festival	1,715 Exp Reimbursement (Tables/Chairs/Arrangements)
Granby High School Class of 89	413
Total	<u>\$ 7,035</u>

Performing Arts Center at Simsbury Meadows

Town of Simsbury
Performing Arts Center at Simsbury Meadows
Fund 239
Footnote 2 - Expenditure Detail
Fiscal Year - 10/1/08 - 9/30/09

Account 03210 - Support Services

Vendor	Amount	Type of Expense
Distel Productions	\$ 25,000	Concert Management
Distel Productions	12,000	Booking Fees (7/24 and 8/29 shows)
Distel Productions	1,123	Commissions
Show Lighting Corp.	13,200	July Light Rentals
Connecticut Party Rentals	18,598	Tents, Tables, and Chairs
United Staging and Rigging	13,790	Sound Bays
American Thunder Fireworks, Inc.	9,000	Fireworks
Handy House, Inc	10,859	Portable toilet rental and pumping
Modular Space Co.	8,888	Trailer rental
Paine's Inc	4,881	Trash removal
Innovative Mosquito Management	4,200	Mosquito Control Treatments
Warner Nursery	2,800	Ground maintenance
United Rentals	3,211	Equipment Rentals
Simsbury Fire District	1,860	Standby firefighters
Theatrical Stage	1,814	Lighting Towers
Franklin Paint Company	1,813	Striping Paint
Ron's Golf Car Rental, Inc	1,650	Golf Carts/Canopy
AT&T	2,325	Telephone
Ski Mountain Supply	779	Event Fencing
Valley Electric	480	Main electrical panel maintenance
Home Depot	1,253	Tables/Miscellaneous Supplies
Electrical Wholesalers, Inc.	391	Miscellaneous Electrical Supplies
Valley Home and Garden	636	Miscellaneous Supplies
Hartford Symphony Orchestra	367	HSO Share of concessions
St Pierre Box and Lumber Co	360	Fence Stakes
Nick Buccarella	240	Phone charges
Simscoff-Echo Farms	280	Parking lot grading
Signs Plus, Inc.	230	Signs
Rent-A-Center	470	Equipment Rentals
Welden Hardware	15	Miscellaneous Supplies
2009 Support Services	<u>\$ 142,512</u>	
Eagle Fence & Guardrail	6,080	Fencing
Best Folding Tables	<u>4,010</u>	Tables and chairs
Multi year expenses	<u>10,090</u>	

Performing Arts Center at Simsbury Meadows

Town of Simsbury Performing Arts Center at Simsbury Meadows Footnote 3 - Expense Allocations Fiscal Year - 10/1/08 - 9/30/09

Highway Department

Fence Installation	<u>92.00</u>	
Total man hours	92.00	
Average pay rate for Highway Department	<u>28.50</u>	/ hour
Total Wages	\$ 2,622.00	
FICA/Medicare	<u>200.58</u>	
Total wages and payroll taxes	<u>\$ 2,822.58</u>	

Culture Park and Recreation

Management	4,044.00	5 hours/week for 16 weeks @ \$50.55/hr
Landscaping *	\$ 332.00	30 hours @ \$22.18 per hour x 1/2
		30 hours @ \$22.18 per hour x 1/2 +
Mowing and trimming *	447.00	30 hours @ \$7.85 per hour x 1/2
Parking lot preparation	333.00	15 hours @ \$22.18 per hour
Mechanical	113.00	5 hours @ \$22.57 per hour
Site maintenance supervision	361.00	10 hours @ \$36.06 per hour
Materials (line paint)	<u>362.00</u>	
Total wages and materials	5,982.00	
FICA/Medicare	<u>430.70</u>	
Total Culture, Park and Recreation	<u>\$ 6,422.70</u>	

* - The hours listed are for the total time spent mowing and landscaping. Since, the fields are also used for other activities, only 1/2 of the expense was allocated to the Band Shell

Accounting

Financial statement preparation	16.00	hours (1 hour/week June through Sept)
Salary per hour	<u>\$ 41.15</u>	
Total salary	658.40	
FICA/Medicare	<u>50.37</u>	
Total Accounting	<u>\$ 708.77</u>	

Depreciation

Asset	Cost	Life	
Performing Arts Center	1,284,715	50 Years	\$25,694.00
Barn Improvements	64,889	15 Years	4,313.00
Barn Improvements	32,677	15 Years	2,178.00
Barn Improvements	27,932	15 Years	1,862.00
Total Depreciation			<u>\$34,047.00</u>

Performing Arts Center at Simsbury Meadows

The Performing Arts Center at Simsbury Meadows Complimentary Ticket Policy

All complimentary tickets issued to the Town of Simsbury shall be controlled by the Performing Arts Center Board. It shall be the policy of the Performing Arts Center Board that no event tickets will be given to any Town of Simsbury employee, elected official or appointed official for personal use. Tickets are to be used for promotional and fund-raising purposes and shall be accounted for in detail and reported in the PAC at SM Annual Report.

Accounting for 2009 Complimentary Tickets:

HS TMMF Concerts:

At its meeting on May 20, 2009, the PAC Board voted to contribute one table per TMMF Concert to the Simsbury Rotary Club for its annual fund-raising event. A table through the 2009 Season was committed to Hartford Life during the initial PAC bandshell fund-raising campaign.

The complimentary ticket recipients are reported below by concert.

June 27 TMMF Concert:

1. Rotary Club - 1 table (8 tickets)
2. Hartford Life - 1 table (8 tickets)
3. Reach Foundation and Rider Productions - 6 lawn tickets

July 2 TMMF Concert:

1. Rotary Club - 1 table (8 tickets)

July 3: TMMF Concert:

1. Hartford Life - 1 table (8 tickets)

July 10 TMMF Concert:

1. Hartford Life- 1 table (8 tickets)
2. Rotary Club- 1 table (8 tickets)
3. Simscroft Echo: 10 lawn passes

July 15 TMMF Concert:

1. Rotary Club- 1 table (8 tickets)

July 17 TMMF Concert:

1. Rotary Club- 1 table (8 tickets)

July 25th Cirque de la Symphonie Concert – No complimentary tickets used.

August 25th Reach Music Festival

1. HSO – 4 table seats