



Town of Simsbury

933 HOPMEADOW STREET

P.O. BOX 495

SIMSBURY, CONNECTICUT 06070

Thomas F. Cooke - Director of Administrative Services

BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Date of submission:** January 22, 2013
2. **Date of Board Meeting:** January 28, 2013
3. **Individual or Entity making the submission:**

Gerard G. Toner, Director of Culture, Parks and Recreation
4. **Action requested of the Board of Selectmen** (Acceptance of gift, creation of reserve, approval of contract, information only, etc. Be as specific as possible with respect to the desired action of the Board.):
The Individual or Entity making the submission requests that the Board of Selectmen:

Approve the creation of a special revenue fund for the purpose of receiving and disbursing funds for the operation of the Pawmeadow Dog Park
5. **Individual(s) responsible for submission** (Please include complete contact information. The identified individual(s) should be prepared to present information to the Board of Selectmen at the Board Meeting.):

Gerard G. Toner, Director of Culture, Parks and Recreation
860-408-4682
gtoner@simsbury-ct.gov

6. **Summary of Submission** (Include in your summary (i) relevant dates and timelines; (ii) parties involved; (iii) a description of financial terms and conditions specifically identifying the financial exposure/commitment of the Town of Simsbury; (iv) whether or not contracts, licenses and other legal documents have been reviewed by the Town's counsel; and (v) other information that will inform the Board of Selectmen's consideration of your submission. Include any additional information in an attached memorandum.):

The Town of Simsbury administered a revolving fund for the Pawmeadow Dog Park Committee to assist in the construction of their park. This request would allow that fund to continue as an operational fund for the ongoing costs of the park.

The fund would allow the committee to take in revenues, primarily through donations, and pay operational costs on an ongoing basis. There would be no appropriation from the Town toward the fund. Currently, invoices are submitted to the Finance Department by the Culture, Parks and Recreation Department and processed for payment. It is expected that this procedure would continue.

The establishment of this fund has been approved by the Town's Finance Director Mary Ann Harris.

7. **Description of documents included with submission** (All documents must be in final form and signed by the appropriate party.):

The following documents are included with this submission and attached hereto:

N.A.