

## **FINANCE/CLAIMS COMMITTEE MEETING**

**Thursday, September 9, 2021, 7:00 P. M.**

### **By Zoom Virtual Teleconference:**

To allow public access, anyone may access a meeting by telephone, Zoom, and/or the City of Norwalk YouTube channel. Specific instructions and links can be found at [www.norwalkct.org/meetings](http://www.norwalkct.org/meetings).

Members of the public can call in and listen to a meeting. They will not be able to speak or see any of the meeting participants. Each meeting will use a unique Meeting/Webinar ID. Please find the information using the link above.

Members of the public who wish to provide "live comments" will need to register in advance and use the Zoom meeting platform. All participants will be muted upon entering the meeting. To speak, click the "raise your hand indicator" and you will be called on by the host of the meeting during the public comment section. Please find the information using the link above.

Members of the public who wish to view the meeting, but are not participating, can view a live stream on the City of Norwalk YouTube channel. This stream is delayed by approximately 20 seconds. Please find the information using the link above. The meeting recording and minutes will be posted on the City of Norwalk website within seven (7) days after the meeting.

Members of the public who wish to provide public comment are encouraged to submit those via email in advance of the meeting. For these comments to be read into the record, they should be submitted at least three hours in advance of the meeting start time. Please email Chitsamay Lam at [clam@norwalkct.org](mailto:clam@norwalkct.org) to provide written public comment prior to the meeting.

Public should watch via the youtube link to the City of Norwalk CT is <https://www.youtube.com/channel/UCRcAj0a6fNzo2prQ6LhSjVA>

Listen mode only please dial 1 (646) 558-8656 Webinar ID: 826 3298 4021

Register in advance for this webinar only to take part in public participation:  
<https://www.norwalkct.org/1913/Meeting-Notices>

### **AGENDA**

1. Call to Order
2. Roll Call
3. Public Participation
4. Approve the Minutes of the following Finance Committee Meetings:  
August 12, 2021 – Regular Meeting
5. Claims Committee: receive the monthly Claims Report; review and approve claims as required for Claims Report dated: September 9, 2021
6. Narrative on Tax Collections dated September 9, 2021 – Receive Report and discuss.
7. Monthly Tax Collector's Reports dated August 2021 – Receive Report and discuss.
8. Receive Oak Hills Authority monthly Financial Statements for July 2021.
9. Authorize the Mayor, Harry W. Rilling to execute any and all documents necessary to consent and approve the food and beverage service License Agreement dated March 30, 2021 by and between Oak Hills Park Authority and Dry Dock Smokin' Aces, LLC CONDITIONED UPON said License Agreement being amended to expressly provide the City of Norwalk with the right to terminate the License Agreement without cause upon 90 days advance written notice to Dry Dock Smokin' Aces, LLC, and such additional terms as Corporation Counsel's Office may require.
10. Authorize the Mayor, Harry W. Rilling, to execute a contract amendment between City of Norwalk and Advanced Corporate Network, INC., d/b/a Digital Back Office ("ACN") to authorize the addition of a new location at 1 Park Street, Norwalk, CT with a monthly recurring fee of \$1,536.00 paid for by the Board of Education from expense account# 2ES28400-430-58.
11. Authorize the Mayor, Harry W. Rilling, to execute any and all Agreements and other documents with ESO, for the licensing purchase for three years and on-boarding of records management software for the fire department on a sole source procurement basis, for the contract amount not to exceed \$58,665.15 from account # 09221370-5777-C0375.

12. Authorize the Mayor, Harry W. Rilling, to execute agreement with RollKall Technologies, LLC for project 4083 City of Norwalk Police Department Extra Duty Management System.
13. Adjournment.

**CITY OF NORWALK  
FINANCE/CLAIMS COMMITTEE  
AUGUST 12, 2021  
VIA TELECONFERENCE**

**ATTENDANCE:** Greg Burnett, Chair; David Heuvelman, Tom Keegan, John Kydes, Diana Revolus (7:02 p.m)

**STAFF:** Lisa Biagarelli, Tax Collector; Henry Dachowitz, Finance Director

**OTHERS:** Michael DePalma, Oak Hill Authority; Albert Bass, Assistant Fire Chief; David Hopp, Director of Technology; Darin Callahan, Corporation Counsel

**CALL TO ORDER**

Mr. Burnett called the meeting to order at 7:01 p.m.

**ROLL CALL**

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

**PUBLIC PARTICIPATION**

Mr. Burnett said no written correspondence was received and thus there was no public participation.

**APPROVE THE MINUTES OF THE FINANCE COMMITTEE MEETING JULY 8, 2021**

**\*\* MR. HEUVELMAN MADE A MOTION TO MOVE THE MINUTES**

Mr. Burnett noted one correction on Page 5, change randomware to “ransomware”

**\*\* MOTION TO APPROVE THE CLAIMS AS AMENDED PASSED UNANIMOUSLY**

**REQUEST TO GO INTO EXECUTIVE SESSION TO DISCUSS THE LEGAL OPINION OF ASSISTANT CORPORATION COUNSEL DARIN L. CALLAHAN DATED JUNE**

**10, 2021 CONCERNING OAK HILLS PARK VENDORS PURSUANT TO CONN GEN. STAT SECTIONS 1-200(6) and 1-10-(B)(10)**

**\*\* MS. REVOLUS MADE A MOTION TO ENTER EXECUTIVE SESSION**

**\*\* MOTION TO APPROVE THE MINUTES AS AMENDED PASSED UNANIMOUSLY**

Mr. Burnett reopened the meeting at 8:01 p.m and noted no action was taken and no votes were taken during Executive Session.

**CLAIMS COMMITTEE RECEIVE THE MONTH CLAIMS REPORT DATED AUGUST 12, 2021**

Ms. Biagarelli said the report was for informational purposes only and no votes needed to be taken.

**NARRATIVE ON TAX COLLETIONS AUGUST 12, 2021**

Ms. Biagarelli said there are two spreadsheets because they were operating on two fiscal years. She said they are at 99.09% for the old year and at 43.5% for the current year.

Ms. Biagarelli went on to talk about the tax sale which has been pushed off to the third Monday in October (October 18). She said it is typically 10 to 20 properties on the day of the sale.

Mr. Burnett said he wanted to send a shout out to her and her team due to the 99% collection rate.

She said thank you and explained this is good for all of the taxpayers of Norwalk by keeping taxes down.

**RECEIVE OAK HILLS MONTHLY FINANCIAL STATEMENT FOR JUNE 2021**

Mr. DePalma said June was a great month and rounds continue to go up.

**RECEIVE OAK HILLS AUTHORITY FY2022 BUDGET**

He said the budget includes a continuous cart path and some bids are in that came in under budget. Mr. DePalma said they are also looking into golf simulators.

**ITEM 11 WAS REMOVED**

**Authorize the Mayor, Harry W. Rilling, to execute any and all agreements and other document necessary to apply for and accept the grant award of \$50,818.18 from the FY 2020 FEMA Assistance to Firefighters Grant Program, funds to be used for physical fitness and equipment to enhance firefighter healthy and safety. City Match Responsibility 10% of Grant Award. Account No. 013120-5269.**

**MS. REVOLUS MOVED THE ITEM.**

Assistant Chief Bass said health and safety is a top priority and is a competitive grant. He said the goal is to replace maintenance equipment that is end the end of its life. Assistant Chief Bass said we did not want to purchase any additional maintenance contracts.

Mr. Heuvelman asked which stations will get the equipment. Assistant Chief Bass said it will go to replace equipment at all five stations.

Mr. Burnett asked if any dollars were set aside for wellness. Assistant Chief Bass said the grant is just for physical fitness equipment. He said there is already a wellness program in place.

**\*\* MOTION PASSED UNANIMOUSLY AND WILL BE MOVED TO THE COMMON COUNCIL MEETING ON SEPTEMBER 14**

**Authorize the Mayor, Harry W. Rilling, to execute a contract amendment between City of Norwalk and Advanced Corporate Network, INC., d/b/a/ Digital Back Office (“ACN”) to authorize the addition of a new location at 1 Park Street, Norwalk, CT. The parties agree to the addition of 1 10 GIGE Managed Optimal Ethernet Services at the following service location circuit 1 1) City Hall, 125 East Avenue 2) 1 Park Street with a monthly recurring fee of \$1,536.00 paid for by the Board of Education from expense account #2ES28400-430-58**

**MS. REVOLUS MOVED THE ITEM.**

Mr. Hopp said the public schools are looking to lease the new Park Street location as a new family center for bringing in new enrollments and family engagements.

Ms. Revolus said this is a program that could have been for the school Briggs. She added she was wondering about the sustainably because this was dropped in the past.

Mr. Hopp said Dr. Estrella is very committed to the project.

Mr. Burnett asked if this is going to happen this coming school year. Mr. Hopp said the plan is moving forward and the goal is to have people in the building at 1 Park Street by the beginning of September.

Mr. Keegan asked if more money will need to be appropriated. Mr. Hopp said he could not answer because he is only working on networking and infrastructure. Mr. Keegan said he is not comfortable voting without knowing more about appropriations.

Mr. Burnett said we are not approving the funding but the actual project.

Mr. Dachowitz said the Board of Education will give the schools money. The schools need the contract amended because this is a new location on the network.

Mr. Heuvelman said he recalled the Briggs renovation request that did not go forward.

Mr. Burnett said he could reach out to the Finance Committee of the Board of Education if they would be open to share the plans for 1 Park Place. He added they might be in the space by then. Mr. Heuvelman said he would welcome that and speaking to Mr. Livingston who chairs the Land Use Committee.

**\*\* MR. KEEGAN MADE A MOTION TO TABLE THE ITEM UNTIL THE  
SEPTEMBER MEETING  
\*\* MOTION PASSED UNANIMOUSLY**

### **ADJOURNMENT**

**\*\* MS. REVOLUS MADE A MOTION TO ADJOURN  
\*\* MOTION PASSED UNANIMOUSLY**

Meeting adjourned at 8:41 p.m.

Respectfully submitted,

G. Venuto  
Telesco Secretarial Services

**AGENDA****SEPTEMBER 9<sup>TH</sup> 2021****CLAIMS COMMITTEE MEETING****REFUNDS PROCESSED CLAIMS COMMITTEE****APPROVED BY TAX COLLECTOR****PAY TO:****BILL No & AMOUNT REFUNDED****REASON****MOTOR VEHICLE**

|                               |                    |            |           |
|-------------------------------|--------------------|------------|-----------|
| ACAR LEASING LTD              | 19-MV-300599       | \$946.98   | PRORATION |
| ACAR LEASING LTD              | 20-MV-300403       | \$91.98    | PRORATION |
|                               | 20-MV-300422       | \$177.41   | PRORATION |
| AHMADI SEYEDEH ZAHRA          | 20-MV-301311       | \$59.71    | PRORATION |
| ALBERINO GIOVANNI CHRISTOPHER | 20-MV-400308       | \$60.33    | PRORATION |
| BEGLEY JOHN J                 | 20-MV-305166       | \$89.17    | PRORATION |
| BERKOWITZ HENRY D             | 20-MV-305608       | \$29.22    | PRORATION |
| BERMUDEZ KATHERINE RUBY       | 20-MV-305643       | \$24.59    | PRORATION |
| BHATT PREETI PRADIP           | 20-MV-305862       | \$280.60   | PRORATION |
| BOWLBY LINDA A                | 20-MV-307100       | \$120.16   | PRORATION |
| BROADHURST WALTER NELSON JR   | 19-MV-307585       | \$37.64    | PRORATION |
| BROWN JENNIFER GEERTZ         | 20-MV-307500       | \$62.49    | PRORATION |
| CAB EAST LLC                  | 19-MV-SEE ATTACHED | \$2,226.81 | PRORATION |
| CAMPOS OSCAR ARMANDO          | 20-MV-309370       | \$10.33    | PRORATION |
| CANNELLA CYNTHIA M            | 20-MV-309536       | \$43.54    | PRORATION |
| CARDENAS HENRY A              | 20-MV-309796       | \$65.84    | PRORATION |
| CARVAJAL CLAUDIA              | 19-MV-310738       | \$80.18    | PRORATION |
| CCAP AUTO LEASE LTD           | 20-MV-311639       | \$416.34   | PRORATION |
| CHAVARRIA-DAVILA RONALD G     | 20-MV-311970       | \$59.05    | PRORATION |
| CHAVARRIA-URENA MARCO         | 20-MV-338187       | \$73.58    | PRORATION |
| CLEMMONS JOSEPH DANIEL        | 19-MV-313346       | \$124.42   | PRORATION |
| CONTI DEBORAH ANN             | 20-MV-313636       | \$42.41    | PRORATION |
| CRUZ-DELAINEZ SUYAPA          | 19-MV-315296       | \$34.30    | PRORATION |

**AGENDA****SEPTEMBER 9<sup>TH</sup> 2021****CLAIMS COMMITTEE MEETING****REFUNDS PROCESSED CLAIMS COMMITTEE****APPROVED BY TAX COLLECTOR**

| <b><u>PAY TO:</u></b>    | <b><u>BILL No &amp; AMOUNT REFUNDED</u></b> | <b><u>REASON</u></b> |
|--------------------------|---------------------------------------------|----------------------|
| CUMMINGS MARY ELIZABETH  | 19-MV-315472 \$35.12                        | PRORATION            |
| CURRAN SHARON A          | 20-MV-315019 \$85.34                        | PRORATION            |
| DAIMLER TRUST            | 20-MV-315281 \$142.47                       | PRORATION            |
|                          | 20-MV-315382 \$251.81                       | PRORATION            |
|                          | 20-MV-315398 \$332.91                       | PRORATION            |
| DAIMLER TRUST            | 20-MV-313636 \$157.70                       | PRORATION            |
| DEFALA STEVEN P          | 20-MV-316341 \$101.97                       | PRORATION            |
| DELLINGER ROSEMARY M     | 20-MV-317228 \$25.24                        | PRORATION            |
| DESMONTS MARCIA          | 20-MV-317077 \$97.59                        | PRORATION            |
| DICK STEVEN              | 20-MV-317523 \$116.78                       | PRORATION            |
|                          | 20-MV-317525 \$137.56                       | PRORATION            |
| DIJOSEPH CHRISTOPHER     | 20-MV-317677 \$33.67                        | PRORATION            |
| DINARDO ROBERT PETER     | 20-MV-317780 \$357.22                       | PRORATION            |
| DIOGO JOAO M             | 20-MV-317814 \$113.71                       | PRORATION            |
| ENTERPRISE FM TRUST      | 18-MV-320710 \$484.81                       | PRORATION            |
|                          | 19-MV-320790 \$441.86                       | PRORATION            |
| FANA JAIME ALEXANDER     | 19-MV-321736 \$87.96                        | PRORATION            |
| FARMER JASPER            | 19-MV-403548 \$343.23                       | PRORATION            |
| FIGUEROA-MONTANEZ ISAI   | 20-MV-321534 \$25.19                        | PRORATION            |
| FIRE PREVENTION SERV INC | 19-MV-SEE BACK UP \$551.02                  | PRORATION            |
| FITZGERALD MARY E        | 20-MV-322235 \$138.63                       | PRORATION            |
| FLORA ANDERSON JUNIO     | 20-MV-323378 \$23.43                        | PRORATION            |
| FLORES-OLVERA RICARDO    | 20-MV-322498 \$46.40                        | PRORATION            |
| FRANKS DWAYNE            | 20-MV-323041 \$397.70                       | PRORATION            |

**AGENDA****SEPTEMBER 9<sup>TH</sup> 2021****CLAIMS COMMITTEE MEETING****REFUNDS PROCESSED CLAIMS COMMITTEE****APPROVED BY TAX COLLECTOR**

| <b><u>PAY TO:</u></b>    | <b><u>BILL No &amp; AMOUNT REFUNDED</u></b> | <b><u>REASON</u></b> |
|--------------------------|---------------------------------------------|----------------------|
| FREEDMAN ROXANNE SABRINA | 20-MV-323132 \$15.26                        | PRORATION            |
| GARCIA FELIPE            | 20-MV-323905 \$17.00                        | PRORATION            |
| GARCIA VICTOR R          | 20-MV-324069 \$67.82                        | PRORATION            |
| GARCIA-REYES GEISY G     | 20-MV-324196 \$28.24                        | PRORATION            |
| GIOFFRE KATHLEEN MARY    | 20-MV-325285 \$93.16                        | PRORATION            |
| GREENE KERRY             | 19-MV-327890 \$333.39                       | PRORATION            |
| GRIMM STEVEN THOMAS      | 20-MV-326837 \$118.24                       | PRORATION            |
| HANLON JASON B           | 20-MV-327791 \$311.37                       | PRORATION            |
| HARRIS FREDERICK L ST    | 20-MV-327962 \$34.94                        | PRORATION            |
| HARRIS KIM               | 20-MV-327981 \$110.39                       | PRORATION            |
| HART ALEXANDER B         | 20-MV-328052 \$12.46                        | PRORATION            |
| HELLAS AIR TEMP CO       | 20-MV-328422 \$134.36                       | PRORATION            |
| HERMAN CHRISTINE A       | 19-MV-329952 \$50.65                        | PRORATION            |
| HERNANDEZ MAYRA BEATRIZ  | 20-MV-330090 \$15.71                        | PRORATION            |
| HEYDT BRANDIE E          | 19-MV-330384 \$20.72                        | PRORATION            |
|                          | 20-MV-329009 \$62.40                        | PRORATION            |
| HICKS ROBERT L           | 19-MV-900075 \$118.83                       | PRORATION            |
|                          | 20-MV-329051 \$182.80                       | PRORATION            |
| HONDA LEASE TRUST        | 20-MV-330421 \$88.33                        | PRORATION            |
| HONDA LEASE TRUST        | 20-MV-330481 \$76.93                        | PRORATION            |
|                          | 20-MV-330046 \$389.22                       | PRORATION            |
|                          | 20-MV-329565 \$112.03                       | PRORATION            |
| HONDA LEASE TRUST        | 19-MV-405099 \$79.82                        | PRORATION            |
| HONDA LEASE TRUST        | 19-MV-331249 \$225.99                       | PRORATION            |

**AGENDA****SEPTEMBER 9<sup>TH</sup> 2021****CLAIMS COMMITTEE MEETING****REFUNDS PROCESSED CLAIMS COMMITTEE****APPROVED BY TAX COLLECTOR**

| <b><u>PAY TO:</u></b>         | <b><u>BILL No &amp; AMOUNT REFUNDED</u></b> | <b><u>REASON</u></b> |
|-------------------------------|---------------------------------------------|----------------------|
| HONDA LEASE TRUST             | 20-MV-SEE BACK UP \$2,033.45                | PRORATION            |
| HORNAK GAVIN S                | 20-MV-330612 \$310.49                       | PRORATION            |
| HYUNDAI LEASE TITLING TRUST   | 20-MV-331165 \$236.33                       | PRORATION            |
|                               | 20-MV-331520 \$99.57                        | PRORATION            |
| INGRAHAM ROBERTS S            | 20-MV-333347 \$140.07                       | PRORATION            |
| JLM CAR SERVICE LLC           | 20-MV-334468 \$183.31                       | PRORATION            |
| JONES JOETTA                  | 20-MV-333068 \$24.59                        | PRORATION            |
| KAUR RAJWINDER                | 20-MV-334852 \$17.86                        | PRORATION            |
| LAMBRACHT KAITHLIN ELIZABETH  | 20-MV-338619 \$446.63                       | PRORATION            |
| LAVECCHIA VINCENZO            | 20-MV-337404 \$15.33                        | PRORATION            |
| LEGERE MICHAEL G              | 20-MV-337794 \$82.10                        | PRORATION            |
| LOPEZ JEANETTE                | 20-MV-338899 \$15.54                        | PRORATION            |
| LOPEZ-GUDIEL ADELMO           | 20-MV-339037 \$286.33                       | PRORATION            |
| LOPEZ-MARIN JESUS             | 19-MV-340882 \$25.79                        | PRORATION            |
|                               | 19-MV-340880 \$17.68                        | PRORATION            |
| LOUKREZIS KONSTANTINA         | 20-MV-339222 \$68.80                        | PRORATION            |
| MAGNUSEN VIDA NAADEDEI        | 19-MV-341928 \$150.90                       | PRORATION            |
| MALLOY CHRISTINA CARLUCCI     | 18-MV-341772 \$314.29                       | PRORATION            |
| MARTINELLI JOSEPHINE PATRICIA | 20-MV-341139 \$19.14                        | PRORATION            |
| MCCLLENAGHAN WILLIAM TRAVERS  | 20-MV-342058 \$106.27                       | PRORATION            |
| MCEWAN LISA                   | 20-MV-342232 \$16.21                        | PRORATION            |
| MIAH MOHAMMED Y               | 20-MV-343471 \$34.64                        | PRORATION            |
| MILLER WILLIAMS H JR          | 20-MV-343819 \$73.18                        | PRORATION            |

**AGENDA****SEPTEMBER 9<sup>TH</sup> 2021****CLAIMS COMMITTEE MEETING****REFUNDS PROCESSED CLAIMS COMMITTEE****APPROVED BY TAX COLLECTOR**

| <b><u>PAY TO:</u></b>        | <b><u>BILL No &amp; AMOUNT REFUNDED</u></b> |          | <b><u>REASON</u></b> |
|------------------------------|---------------------------------------------|----------|----------------------|
| MINICHINI STEPHEN PAUL       | 19-MV-407560                                | \$253.67 | PRORATION            |
|                              | 20-MV-343869                                | \$725.69 | PRORATION            |
| MULHEARN ELLEN VICKERS       | 20-MV-345509                                | \$95.97  | PRORATION            |
| NISSAN INFINITI LT           | 20-MV-347254                                | \$380.68 | PRORATION            |
|                              | 20-MV-347205                                | \$122.51 | PRORATION            |
| NISSAN INFINITI LT           | 19-MV-349235                                | \$257.77 | PRORATION            |
| NISSAN INFINITI LT           | 19-MV-348885                                | \$283.78 | PRORATION            |
| NYILAS ANN M                 | 20-MV-348113                                | \$26.26  | PRORATION            |
| OCHOA ARACELI                | 19-MV-350304                                | \$52.66  | PRORATION            |
| OHASHI YUMI                  | 20-MV-348455                                | \$62.67  | PRORATION            |
| PARENTEAU MICHAEL            | 20-MV-350075                                | \$20.13  | PRORATION            |
| PARTIDA RICARDO              | 20-MV-350233                                | \$106.12 | PRORATION            |
| PASARD CHRISTOPHER           | 20-MV-350256                                | \$114.65 | PRORATION            |
| PASARD FARAH                 | 20-MV-351850                                | \$657.44 | PRORATION            |
| PATINO JESUS                 | 20-MV-350434                                | \$18.83  | PRORATION            |
| PENTECOSTAL CHURCH JOHN 3:16 | 19-MV-408763                                | \$532.19 | PRORATION            |
| PRESCOTT LEAH                | 20-MV-352534                                | \$147.04 | PRORATION            |
| PRESCOTT TREVOR              | 20-MV-352540                                | \$118.64 | PRORATION            |
| RAMIREZ-TECORRAL FAUSTINO    | 20-MV-353475                                | \$20.93  | PRORATION            |
| RAPFOGEL MARK STEPHEN        | 20-MV-355903                                | \$41.63  | PRORATION            |
| RAPHAEL JEAN RICHELET        | 20-MV-353695                                | \$16.30  | PRORATION            |
| RIVAL CONSTANTIN             | 20-MV-354747                                | \$17.09  | PRORATION            |
| ROBBINS ALLISON W            | 20-MV-355049                                | \$207.37 | PRORATION            |
| ROESCH JOSEPH O              | 20-MV-355631                                | \$43.21  | PRORATION            |

**AGENDA****SEPTEMBER 9<sup>TH</sup> 2021****CLAIMS COMMITTEE MEETING****REFUNDS PROCESSED CLAIMS COMMITTEE****APPROVED BY TAX COLLECTOR**

| <b><u>PAY TO:</u></b>     | <b><u>BILL No &amp; AMOUNT REFUNDED</u></b> |          | <b><u>REASON</u></b> |
|---------------------------|---------------------------------------------|----------|----------------------|
| RYAN ALEXANDER SAENZ      | 20-MV-356770                                | \$41.04  | PRORATION            |
| S & S REALTY SERVICES LTD | 20-MV-359281                                | \$256.38 | PRORATION            |
| SAHLIA CHARLES            | 20-MV-357017                                | \$48.96  | PRORATION            |
| SANTELLA ROSEANNA LYNN    | 20-MV-357788                                | \$45.95  | PRORATION            |
| SANTIAGO TORRES KELVIN    | 19-MV-360244                                | \$29.98  | PRORATION            |
|                           | 19-MV-360243                                | \$79.27  | PRORATION            |
| SANTORELLI JOSEPH         | 20-MV-357880                                | \$94.99  | PRORATION            |
|                           | 20-MV-357881                                | \$39.61  | PRORATION            |
| SALERNO LOUIS R           | 20-MV-357173                                | \$18.25  | PRORATION            |
| SCALLON DENNIS D          | 20-MV-358185                                | \$17.07  | PRORATION            |
| SCHAFER TALBOT GIBSON     | 20-MV-358259                                | \$64.47  | PRORATION            |
| SERES DAVID S             | 20-MV-358969                                | \$27.51  | PRORATION            |
| SGOBBO MICHAEL J SR       | 19-MV-361581                                | \$12.64  | PRORATION            |
| SHAPIRO ROBYN B           | 20-MV-359222                                | \$29.86  | PRORATION            |
| SHEEN EMILY MARIE         | 20-MV-359311                                | \$118.37 | PRORATION            |
| SHULAR RUTH B             | 20-MV-359513                                | \$13.62  | PRORATION            |
| SIEGEL ANDREW BLYN        | 20-MV-359600                                | \$131.47 | PRORATION            |
| SINGER JOSEPH JOHN JR     | 20-MV-359977                                | \$22.36  | PRORATION            |
| SMITH ANDREA K            | 20-MV-360301                                | \$22.69  | PRORATION            |
| SMITH GREGORY NASON       | 20-MV-360367                                | \$75.53  | PRORATION            |
| SOLIMAN SAMEH RADY HASHEM | 19-MV-363151                                | \$313.43 | PRORATION            |
| STARTUP ANN E             | 20-MV-361300                                | \$125.83 | PRORATION            |
| STOLARSKI JOANN M         | 20-MV-361703                                | \$28.00  | PRORATION            |
| SUDA MARK                 | 20-MV-361962                                | \$85.49  | PRORATION            |

**AGENDA****SEPTEMBER 9<sup>TH</sup> 2021****CLAIMS COMMITTEE MEETING****REFUNDS PROCESSED CLAIMS COMMITTEE****APPROVED BY TAX COLLECTOR**

| <b><u>PAY TO:</u></b>      | <b><u>BILL No &amp; AMOUNT REFUNDED</u></b> | <b><u>REASON</u></b> |
|----------------------------|---------------------------------------------|----------------------|
| TAVELLA RICHARD            | 20-MV-362738 \$15.26                        | PRORATION            |
|                            | 20-MV-362741 \$15.26                        | PRORATION            |
|                            | 20-MV-362736 \$26.69                        | PRORATION            |
| THOMAS WILLIAM G           | 20-MV-363424 \$19.07                        | PRORATION            |
| TORRES-PARRA JULI STEFANIA | 19-MV-366728 \$329.66                       | PRORATION            |
| TOYOTA LEASE TRUST         | 20-MV-SEE ATTACHED \$2,767.23               | PRORATION            |
| TOYOTA LEASE TRUST         | 19-MV-367323 \$366.72                       | PRORATION            |
| TOYOTA LEASE TRUST         | 19-MV-367594 \$216.36                       | PRORATION            |
| TOYOTA LEASE TRUST         | 19-MV-367672 \$388.42                       | PRORATION            |
|                            | 19-MV-367888 \$56.82                        | PRORATION            |
|                            | 19-MV-411154 \$379.63                       | PRORATION            |
| TURCIOS-RIVERA MARVIN A    | 20-MV-365708 \$17.88                        | PRORATION            |
| USB LEASING LT             | 20-MV-366245 \$225.82                       | PRORATION            |
| VAULT TRUST                | 20-MV-367191 \$469.38                       | PRORATION            |
| VAULT TRUST                | 20-MV-367127 \$427.49                       | PRORATION            |
| VAULT TRUST                | 19-MV-370068 \$430.16                       | PRORATION            |
|                            | 19-MV-370100 \$95.47                        | PRORATION            |
|                            | 19-MV-411559 \$436.70                       | PRORATION            |
| VCFS AUTO LEASING CO       | 19-MV-411633 \$677.12                       | PRORATION            |
|                            | 19-MV-370288 \$531.97                       | PRORATION            |
|                            | 19-MV-370255 \$201.65                       | PRORATION            |
| VCFS AUTO LEASING CO       | 19-MV-370246 \$332.63                       | PRORATION            |
| VENTO COREY M              | 19-MV-313895 \$266.91                       | PRORATION            |
| VERDEZOTO RAUL             | 20-MV-367992 \$11.03                        | PRORATION            |

AGENDASEPTEMBER 9<sup>TH</sup> 2021CLAIMS COMMITTEE MEETING

## REFUNDS PROCESSED CLAIMS COMMITTEE

## APPROVED BY TAX COLLECTOR

| <u>PAY TO:</u>               | <u>BILL No &amp; AMOUNT REFUNDED</u> | <u>REASON</u> |
|------------------------------|--------------------------------------|---------------|
| VINCENT LESLEY JOSEPH        | 20-MV-368312    \$275.97             | PRORATION     |
| VW CREDIT LEASING LTD        | 20-MV-368680    \$60.45              | PRORATION     |
|                              | 20-MV-368729    \$312.84             | PRORATION     |
|                              | 20-MV-368945    \$307.50             | PRORATION     |
|                              | 20-MV-369029    \$243.68             | PRORATION     |
|                              | 20-MV-369034    \$249.80             | PRORATION     |
|                              | 20-MV-371980    \$96.12              | PRORATION     |
| VW CREDIT LEASING LTD        | 20-MV-371849    \$496.10             | PRORATION     |
| WILLIAMS CHRISTOPHER O       | 20-MV-373076    \$47.85              | PRORATION     |
| WORLDWIDE LINK INCORPORATED  | 20-MV-370807    \$111.85             | PRORATION     |
| YANEZ WENDY LIZETH           | 20-MV-370950    \$123.76             | PRORATION     |
| ZAVALA HUERAMO MARIA AZUCENA | 20-MV-374340    \$50.09              | PRORATION     |
| ZELAYA-DETAPIA REYNA Y       | 20-MV-371515    \$84.00              | PRORATION     |

**REAL ESTATE**

BROCKING ALICIA

82 ROWAYTON WOODS DR

|               |                            |               |
|---------------|----------------------------|---------------|
| 5-80-200-6/93 | 19-RE-102247    \$3,322.86 | DUP/OVER PYMT |
|---------------|----------------------------|---------------|

CORELOGIC

7 MEADOW ST UNIT A

|            |                            |               |
|------------|----------------------------|---------------|
| 2-81A-20-A | 20-RE-123278    \$2,163.13 | DUP/OVER PYMT |
|------------|----------------------------|---------------|

AGENDASEPTEMBER 9<sup>TH</sup> 2021CLAIMS COMMITTEE MEETING

## REFUNDS PROCESSED CLAIMS COMMITTEE

## APPROVED BY TAX COLLECTOR

| <u>PAY TO:</u>                                   | <u>BILL No &amp; AMOUNT REFUNDED</u>                 | <u>REASON</u> |
|--------------------------------------------------|------------------------------------------------------|---------------|
| CORELOGIC<br>7 ARGENTINE WAY<br>5-45-167-0       | 20-RE-127190    \$3,608.76                           | DUP/OVER PYMT |
| CORELOGIC<br>22 GILLIES LANE<br>5-64-200-98/05   | 20-RE-115373    \$2,594.91                           | DUP/OVER PYMT |
| CORELOGIC<br>20 FAIRVIEW AVE APT 5<br>1-18-11-5  | 19-RE-107959    \$2,443.15                           | DUP/OVER PYMT |
| CORELOGIC<br>323 STRAWBERRY HILL AVE<br>5-9-26-0 | 20-RE-100330    \$4390.07                            | SEW CORR      |
| KLEIN ASHLEY E<br>31 BARBARA DR<br>5-4-43-0      | 18-RE-123326    \$265.42<br>19-RE-114332    \$273.06 | DUP/OVER PYMT |

**CAB EAST**

| <b>BILL #</b> | <b>PLATE #</b> | <b>VIN#</b>       | <b>AMOUNT</b>      |
|---------------|----------------|-------------------|--------------------|
| 19-308616     | AA76142        | 1FM5K8GT9GGB30418 | \$ 624.22          |
| 19-308635     | AP12929        | 1FMCU9GX7FUC73040 | \$ 290.31          |
| 19-308723     | AD35770        | 1FMCU9G9XGUA71814 | \$ 334.97          |
| 19-308907     | AA76049        | 1FMCU9GD6JUB58170 | \$ 200.99          |
| 19-309020     | 709WOX         | 1FMCU9JXXEUB83162 | \$ 296.17          |
| 19-309045     | AC80695        | 1FADP3F29FL208513 | \$ 189.29          |
| 19-309064     | AF21971        | 1FADP5CU4GL107169 | \$ 290.86          |
| <b>TOTAL</b>  |                |                   | <b>\$ 2,226.81</b> |

## FIRE PREVENTIO SERV INC

| BILL #    | PLATE # | VIN#              | AMOUNT    |
|-----------|---------|-------------------|-----------|
| 19-323073 | 6CT358  | 1FTRE14203HB95775 | \$ 15.83  |
| 19-323075 | 34614C  | 1FTRE14283HA11893 | \$ 15.83  |
| 19-323072 | 1763CY  | 1FTNE2EW1DDA53966 | \$ 67.00  |
| 19-323068 | L12066  | 1FDWE3FL6CDA21331 | \$ 81.09  |
| 19-323069 | C084462 | 1FTYR1ZM5GKA03950 | \$ 101.17 |
| 19-323071 | C154791 | 1FTYR1ZM7JKA98468 | \$ 135.05 |
| 19-403771 | AV57708 | 1FTYR1ZMXJKA88789 | \$ 135.05 |
| TOTAL     |         |                   | \$ 551.02 |

**HONDA LEASE TRUST**

| <b>BILL #</b> | <b>PLATE #</b> | <b>VIN#</b>       | <b>AMOUNT</b> |
|---------------|----------------|-------------------|---------------|
| 20-329757     | 913ZFZ         | 1HGCV1F35JA087350 | \$ 208.34     |
| 20-329824     | AP56012        | JHMFC1F79JX016359 | \$ 76.93      |
| 20-329831     | 568XVL         | 2HKRW2H90JH623871 | \$ 318.32     |
| 20-330249     | AP96487        | 1HGCV1F15JA177564 | \$ 405.79     |
| 20-330289     | AH06558        | 5J8TB4H5XHL023845 | \$ 216.34     |
| 20-330363     | AT21293        | 2HGFC3B79JH351503 | \$ 186.97     |
| 20-330376     | AS26821        | 2HGFC2F61KH508518 | \$ 102.64     |
| 20-330421     | AR16027        | 5FNYF6H13JB064991 | \$ 88.33      |
| 20-330489     | 958WXJ         | 1HGCV1F96JA099219 | \$ 246.57     |
| 20-330513     | NDC123         | 19UUB2F37JA007128 | \$ 183.22     |

|              |  |  |                    |
|--------------|--|--|--------------------|
| <b>TOTAL</b> |  |  | <b>\$ 2,033.45</b> |
|--------------|--|--|--------------------|

**TOYOTA LEASE TRUST**

| <b>BILL #</b> | <b>PLATE #</b> | <b>VIN#</b>       | <b>AMOUNT</b> |
|---------------|----------------|-------------------|---------------|
| 20-364355     | AH75142        | JTJBZMCA2H2019589 | \$ 735.26     |
| 20-364586     | AM25603        | 2T2BZMCA6HC127617 | \$ 490.43     |
| 20-364931     | AL75189        | 5TDJZRFH2HS461141 | \$ 484.28     |
| 20-365159     | AL36377        | 5TDJZRFHXHS519643 | \$ 484.28     |
| 20-364323     | AP17313        | 5TDBZRFHXJS855190 | \$ 295.38     |
| 20-365150     | AR52631        | 4T1B61HK2JU158686 | \$ 140.63     |
| 20-364779     | AN50387        | NMTKHMBX4JR058869 | \$ 137.07     |
|               |                |                   | \$ 2,767.33   |



**CITY OF NORWALK, DEPARTMENT OF FINANCE  
Tax Collector's Office**

P: 203-854-7731 / F: 203-854-7770

125 East Avenue Room 105  
Norwalk, Connecticut 06851  
[www.norwalkct.org](http://www.norwalkct.org)

To: Mayor Harry Rilling; Board of Estimate and Taxation; Finance & Claims Committee  
From: Lisa Biagiarelli, Tax Collector  
Date: September 7, 2021  
Re: Narrative for August 2021 Tax Collector's Reports

There are two spreadsheets for the month of August 2021, reporting collections on the immediately prior fiscal year (FYE June 30, 2021) as well as the current, new fiscal year (ending June 2022).

Relative to the immediately prior fiscal year: as of the end of August 2021, we collected in excess of \$347.6 million, or **99.23%** of the \$350.3 million adjusted current tax levy on the 2019 grand list. We also collected more than \$16.7 million of our sewer use levy, or **98.94%**, and **90.12%** of the year's IPP (Industrial Pretreatment Program) fee on behalf of the Water Pollution Control Authority. We track July and August collections against the prior grand list year for purposes of the annual external audit; collections against the immediately prior levy that are received within the sixty days following the close of the fiscal year can be used to pay liabilities of the prior period under modified accrual accounting rules. It basically means we track our collections for 14 months rather than 12. Compared to the prior year, we are slightly ahead, which stands to reason, since in August 2020, we were still in the midst of the COVID-19 pandemic. A 99.23% current collection rate in a city of this size is outstanding.

With regard to the new fiscal year: our 2020 grand list property tax bills came due July 1, 2021, and the last day to pay without interest was August 2, 2021. There were no COVID-19 related extensions this year. Because the last day to pay was August 2, there was a lot of activity during the first week of August. As of the end of August 2021, we had collected nearly \$184 million against our \$350 million adjusted levy, or **52.51%**. We also collected **49.67%** of our sewer use levy, more than \$8 million, and **72.95%** of the Industrial Pretreatment Program (IPP) fee billing on behalf of the WPCA.

Compared with the prior fiscal year, we ended August 2021 significantly ahead with regard to taxes (8.3%), sewer use (4.25%), and the IPP fee (21.28%). Again, recall that last year was an odd year; it isn't meaningful to make comparisons, since last year, the City gave taxpayers until October 1 to pay what normally is payable by August 1.

With regard to prior years' collections, through August 2021, we show a net collection nearly \$1.8 million just since July 1, 2021. This amount is \$640,000 more than what we collected in the prior fiscal year, and is attributable to the tax sale that is scheduled for October 18, 2021.

We continue to make progress toward the sale and as of the end of August, had collected in excess of **\$7.3 million** since November 2019 on properties originally slated for tax sale. As of the end of August we had 40 properties remaining in the sale. This sale was put on hold in the spring of 2020 due to COVID 19 and has been rescheduled several times. **More than 200 of the accounts have since been paid in full.** Information on the tax sale, as well as a brief synopsis of the bidding process, can be viewed online here

[City of Norwalk Tax Sale 2021 \(arcgis.com\)](http://City of Norwalk Tax Sale 2021 (arcgis.com))

This website provides information about the properties, including recent photographs; allows users to download field cards with property information; and shows the locations of the properties on a map, among other features. I am grateful to the city I.T. Department for providing me with this website / application, which is unique among Connecticut municipal taxing entities. It is useful, customer friendly, and comprehensive.

We have also posted display boards in the lobby of City Hall with photographs of the properties and other information in order to publicize the sale. So far, a series of five legal notices concerning the sale have been published in the newspaper, and another will be published the last week of September. We continue to do mailings in compliance with the state laws governing tax sales. The tax sale is a public auction, and anyone who is interested is welcome to attend. More information, as well as details and instructions on applicable COVID-19 compliance, will be provided as the sale draws nearer. Also, the Tax Collector's office will close at 2 pm on Monday, October 18, in order to move our operations to the Concert Hall and prepare for the tax sale.

Our budgeted collection goals for the recently concluded fiscal year, as well as for the new fiscal year ending 2022, are both predicated on the infusion of revenue generated by the tax sale. Maintaining high current and back tax collection rates promotes budgetary stability and allows the Board of Estimate and Taxation to set lower mill rates for all taxpayers. A higher current collection rate enables less of an allowance for "uncollectible" taxes, and correspondingly lower mill rates. I am available to respond to questions, inquiries and concerns about the tax sale or related issues, and will continue to provide updates as we move closer to October.

We issued delinquent notices, called "demand" notices, at the beginning of this month, to accounts with balances due on the July 2021 installment. They bear interest that is valid through the end of September and were printed with information as of August 21, 2021. We are required by law to "make demand" on late payments prior to undertaking collection enforcement activity. These notices allow us to proceed to attempt to enforce collection, as well as alert taxpayers that they might have inadvertently missed a payment.

Our next billing will occur in November 2021 when we issue notices for the second installment, which will be due January 1, 2022 and payable by February 1, 2022. We like to get the second installment bills in the mail by the second week of December, but need to coordinate with the Office of the Assessor to work according to their schedule. They are involved with motor vehicle pricing and other details that affect pro-rated supplemental motor vehicle bills for vehicles newly registered after October 1, 2020 – those vehicles are billed on January 1, 2022. The Assessor's office relies on the state DMV to supply information to them, and all of these factors potentially affect when we will be able to mail our second installment bills. I will keep everybody up to date on our progress and on any potential issues.

Our office is still short staffed, as we still have a vacancy in our cashier position. We are working with the Personnel and Labor Relations department to interview potential candidates and expect to fill that position within the next several months. Our existing office staff did an outstanding job to get us through the collection period without any major slowdown in work; everybody put in the effort needed to keep service at the level our taxpayers have come to expect. Our hours are now **Monday through Friday, from 8:30 am to 4 pm**. No appointment is needed, and we do not close for lunch. We also continue to offer other payments options, including on line payment, pay-by-phone, and paying by mail.

**TAX COLLECTOR'S REPORT  
AUGUST 2021**

ITEM #7

| <b>FISCAL YEAR 2021-2022<br/>(2020 GRAND LIST)</b> | <b>ORIGINAL LEVY</b>    | <b>ADJ. TAX COLLECTIONS<br/>JUN 21 - AUG 21</b> | <b>COLLECTION %</b> | <b>CORRECTED LEVY*</b>  | <b>CHANGE IN LEVY</b>   | <b>COLLECTION %</b> |
|----------------------------------------------------|-------------------------|-------------------------------------------------|---------------------|-------------------------|-------------------------|---------------------|
| AUTOMOBILE-REGULAR                                 | \$21,672,160.18         | \$17,468,258.22                                 | 80.60%              | \$21,532,308.77         | (\$139,851.41)          | 81.13%              |
| PERSONAL PROPERTY                                  | \$22,966,731.64         | \$11,927,389.53                                 | 51.93%              | \$22,950,050.58         | (\$16,681.06)           | 51.97%              |
| REAL ESTATE                                        | \$308,716,745.40        | \$154,502,999.69                                | 50.05%              | \$305,760,608.68        | (\$2,956,136.72)        | 50.53%              |
| <b>TOTAL TAX</b>                                   | <b>\$353,355,637.22</b> | <b>\$183,898,647.44</b>                         | <b>52.04%</b>       | <b>\$350,242,968.03</b> | <b>(\$3,112,669.19)</b> | <b>52.51%</b>       |
| <b>SEWER USE</b>                                   | <b>\$16,488,685.00</b>  | <b>\$8,129,284.92</b>                           | <b>49.30%</b>       | <b>\$16,368,131.00</b>  | <b>(\$120,554.00)</b>   | <b>49.67%</b>       |
| <b>IPP FEE</b>                                     | <b>\$187,000.00</b>     | <b>\$138,602.87</b>                             | <b>74.12%</b>       | <b>\$190,000.00</b>     | <b>\$3,000.00</b>       | <b>72.95%</b>       |

| <b>FISCAL YEAR 2020-2021<br/>(2019 GRAND LIST)</b> | <b>ORIGINAL LEVY</b>    | <b>JUN 20 - AUG 20</b>  |               |                         |                         |               |
|----------------------------------------------------|-------------------------|-------------------------|---------------|-------------------------|-------------------------|---------------|
| AUTOMOBILE-REGULAR                                 | \$20,760,190.24         | \$12,392,857.05         | 59.70%        | \$20,655,737.77         | (\$104,452.47)          | 60.00%        |
| PERSONAL PROPERTY                                  | \$20,000,411.00         | \$8,745,242.14          | 43.73%        | \$19,993,738.16         | (\$6,672.84)            | 43.74%        |
| REAL ESTATE                                        | \$310,928,205.46        | \$133,772,958.70        | 43.02%        | \$309,768,732.94        | (\$1,159,472.52)        | 43.18%        |
| <b>TOTAL TAX</b>                                   | <b>\$351,688,806.70</b> | <b>\$154,911,057.89</b> | <b>44.05%</b> | <b>\$350,418,208.87</b> | <b>(\$1,270,597.83)</b> | <b>44.21%</b> |
| <b>SEWER USE</b>                                   | <b>\$16,883,967.00</b>  | <b>\$7,673,274.38</b>   | <b>45.45%</b> | <b>\$16,894,741.00</b>  | <b>\$10,774.00</b>      | <b>45.42%</b> |
| <b>IPP FEE</b>                                     | <b>\$200,500.00</b>     | <b>\$104,112.12</b>     | <b>51.93%</b> | <b>\$201,500.00</b>     | <b>\$1,000.00</b>       | <b>51.67%</b> |

|                                                               |                |                 |       |                |                  |       |
|---------------------------------------------------------------|----------------|-----------------|-------|----------------|------------------|-------|
| TAX DIFFERENCE 2020 G.L. vs. 2019 G.L.<br>INCREASE/(DECREASE) | \$1,666,830.52 | \$28,987,589.55 | 8.00% | (\$175,240.84) | (\$1,842,071.36) | 8.30% |
|---------------------------------------------------------------|----------------|-----------------|-------|----------------|------------------|-------|

|                                                                 |                |              |       |                |                |       |
|-----------------------------------------------------------------|----------------|--------------|-------|----------------|----------------|-------|
| SEWER DIFFERENCE 2020 G.L. vs. 2019 G.L.<br>INCREASE/(DECREASE) | (\$395,282.00) | \$456,010.54 | 3.86% | (\$526,610.00) | (\$131,328.00) | 4.25% |
|-----------------------------------------------------------------|----------------|--------------|-------|----------------|----------------|-------|

|                                                               |               |             |        |               |            |        |
|---------------------------------------------------------------|---------------|-------------|--------|---------------|------------|--------|
| IPP DIFFERENCE 2020 G.L. vs. 2019 G.L.<br>INCREASE/(DECREASE) | (\$13,500.00) | \$34,490.75 | 22.19% | (\$11,500.00) | \$2,000.00 | 21.28% |
|---------------------------------------------------------------|---------------|-------------|--------|---------------|------------|--------|

| <b>BACK TAXES COLLECTED</b>                             | <b>FISCAL YR 2021-2022<br/>(JUL 21 - AUG 21)</b> | <b>FISCAL YR 2020-2021<br/>(JUL 20 - AUG 20)</b> | <b>CUR YR vs. PRIOR YR<br/>INC/(DEC)</b> |
|---------------------------------------------------------|--------------------------------------------------|--------------------------------------------------|------------------------------------------|
| PRIOR TAXES                                             | \$1,028,706.73                                   | \$820,783.68                                     | \$207,923.05                             |
| PRIOR SEWER USE FEE                                     | \$103,275.13                                     | \$61,965.27                                      | \$41,309.86                              |
| PRIOR IPP FEE                                           | \$5,791.12                                       | \$1,500.00                                       | \$4,291.12                               |
| <b>TOTAL PRIOR TAX, SEWER &amp; IPP</b>                 | <b>\$1,137,772.98</b>                            | <b>\$884,248.95</b>                              | <b>\$253,524.03</b>                      |
| CURRENT INTEREST                                        | \$95,239.24                                      | \$0.00                                           | \$95,239.24                              |
| PRIOR INTEREST                                          | \$467,252.61                                     | \$235,153.27                                     | \$232,099.34                             |
| SEWER USE FEE INTEREST                                  | \$29,419.34                                      | \$9,694.78                                       | \$19,724.56                              |
| IPP FEE INTEREST                                        | \$2,116.19                                       | \$334.89                                         | \$1,781.30                               |
| <b>TOTAL INTEREST COLLECTED</b>                         | <b>\$594,027.38</b>                              | <b>\$245,182.94</b>                              | <b>\$348,844.44</b>                      |
| PRIOR LIEN FEE                                          | \$5,715.54                                       | \$4,089.65                                       | \$1,625.89                               |
| CURRENT LIEN FEE                                        | \$0.00                                           | \$0.00                                           | \$0.00                                   |
| <b>TOTAL LIEN FEE COLLECTED</b>                         | <b>\$5,715.54</b>                                | <b>\$4,089.65</b>                                | <b>\$1,625.89</b>                        |
| <b>MISC FEES COLLECTED</b>                              | <b>\$52,125.86</b>                               | <b>\$15,432.36</b>                               | <b>\$36,693.50</b>                       |
| <b>TOTAL PRIOR TAX, ALL INTEREST<br/>&amp; ALL FEES</b> | <b>\$1,789,641.76</b>                            | <b>\$1,148,953.90</b>                            | <b>\$640,687.86</b>                      |

\* CORRECTED LEVY INCLUDING CERTIFICATES OF CORRECTION

## ADT'L 60-DAY COLLECTION

TAX COLLECTOR'S REPORT  
AUGUST 2021

ITEM #7

| FISCAL YEAR 2020-2021<br>(2019 GRAND LIST) |                  | ADJ. TAX COLLECTIONS |              |                  |                  |              |
|--------------------------------------------|------------------|----------------------|--------------|------------------|------------------|--------------|
|                                            | ORIGINAL LEVY    | JUN 20 - AUG 21      | COLLECTION % | CORRECTED LEVY*  | CHANGE IN LEVY   | COLLECTION % |
| AUTOMOBILE-REGULAR                         | \$20,760,190.24  | \$19,655,851.80      | 94.68%       | \$20,420,163.54  | (\$340,026.70)   | 96.26%       |
| AUTOMOBILE-SUPPLEMENTAL                    | \$2,974,458.75   | \$2,665,362.14       | 89.61%       | \$2,919,298.29   | (\$55,160.46)    | 91.30%       |
| PERSONAL PROPERTY                          | \$20,000,411.00  | \$19,504,213.88      | 97.52%       | \$19,962,195.27  | (\$38,215.73)    | 97.71%       |
| REAL ESTATE                                | \$310,928,205.46 | \$305,788,756.68     | 98.35%       | \$307,020,255.62 | (\$3,907,949.84) | 99.60%       |
| TOTAL TAX                                  | \$354,663,265.45 | \$347,614,184.50     | 98.01%       | \$350,321,912.72 | (\$4,341,352.73) | 99.23%       |
|                                            |                  |                      |              |                  |                  |              |
| SEWER USE                                  | \$16,883,967.00  | \$16,702,700.92      | 98.93%       | \$16,881,885.34  | (\$2,081.66)     | 98.94%       |
| IPP FEE                                    | \$200,500.00     | \$180,238.31         | 89.89%       | \$199,999.78     | (\$500.22)       | 90.12%       |
|                                            |                  |                      |              |                  |                  |              |
| FISCAL YEAR 2019-2020<br>(2018 GRAND LIST) |                  |                      |              |                  |                  |              |
|                                            | ORIGINAL LEVY    | JUN 19 - AUG 20      |              |                  |                  |              |
| AUTOMOBILE-REGULAR                         | \$20,298,846.95  | \$19,045,810.66      | 93.83%       | \$19,877,540.93  | (\$421,306.02)   | 95.82%       |
| AUTOMOBILE-SUPPLEMENTAL                    | \$3,411,633.59   | \$3,082,203.69       | 90.34%       | \$3,398,541.08   | (\$13,092.51)    | 90.69%       |
| PERSONAL PROPERTY                          | \$18,801,474.70  | \$18,049,152.47      | 96.00%       | \$18,694,515.14  | (\$106,959.56)   | 96.55%       |
| REAL ESTATE                                | \$292,525,761.66 | \$288,760,776.30     | 98.71%       | \$291,247,099.92 | (\$541,358.09)   | 99.15%       |
| TOTAL TAX                                  | \$335,037,716.90 | \$328,937,943.12     | 98.18%       | \$333,217,697.07 | (\$1,082,716.18) | 98.72%       |
|                                            |                  |                      |              |                  |                  |              |
| SEWER USE                                  | \$16,686,428.00  | \$16,386,137.99      | 98.20%       | \$16,582,171.30  | (\$104,256.70)   | 98.82%       |
| IPP FEE                                    | \$203,250.00     | \$179,115.84         | 88.13%       | \$205,500.00     | \$2,250.00       | 87.16%       |
|                                            |                  |                      |              |                  |                  |              |
| TAX DIFFERENCE 2019 G.L. vs. 2018 G.L.     |                  |                      |              |                  |                  |              |
| INCREASE/(DECREASE)                        | \$19,625,548.55  | \$18,676,241.38      | -0.17%       | \$17,104,215.65  | (\$3,258,636.55) | 0.51%        |
|                                            |                  |                      |              |                  |                  |              |
| SEWER DIFFERENCE 2019 G.L. vs. 2018 G.L.   |                  |                      |              |                  |                  |              |
| INCREASE/(DECREASE)                        | \$197,539.00     | \$316,562.93         | 0.73%        | \$299,714.04     | \$102,175.04     | 0.12%        |
|                                            |                  |                      |              |                  |                  |              |
| IPP DIFFERENCE 2019 G.L. vs. 2018 G.L.     |                  |                      |              |                  |                  |              |
| INCREASE/(DECREASE)                        | (\$2,750.00)     | \$1,122.47           | 1.77%        | (\$5,500.22)     | (\$2,750.22)     | 2.96%        |

\* CORRECTED LEVY INCLUDING CERTIFICATES OF CORRECTION

ITEM #8

**Oak Hills Park Authority**  
**July 2021 Financial Commentary**

**Operations Updates:**

- Clubhouse renovations related to the restaurant are complete and in the final stages of the permit process. A soft-opening will follow after all permits are obtained.
- Vendor selection has been made for continuous cart path paving, a significant capital project included in the FY22 capital expense budget. Work is expected to begin in October 2021.
- For July 2021, total rounds are down ~(13)% versus all-time highs in July 2020
  - Rain events and excessive heat days reduced rounds played in July 2021.
  - July 2021 rounds remain ~20% higher versus 2019.

**July 2021 Financial Highlights:**

- July 2021 net operating income was on-budget at \$102k and ended with ~\$520k cash.
  - Revenue was \$9k, or 3%, lower than budget due to lower rounds and other small factors.
  - Lower revenue was offset by lower expense of \$9k, or 5%.
- OHPA made \$12k in repayments to the City (\$2.05 per revenue rounds played in July 2021).
- FY21 Financial Audit fieldwork is complete and a first draft Audit Report has been issued. Once the Audit is complete, an annual payment will be made to the City equal to 1% of FY21 golf revenue.

Updated 7/31/2021  
through

|                     |              | Year To Date |              |              |
|---------------------|--------------|--------------|--------------|--------------|
|                     | Budget       | Actuals      | Variance     | Var %        |
| Revenue Rounds      | 6,148        | 5,807        | (341)        | -5.5%        |
| Non-Revenue Rounds  | 1,169        | 1,110        | (59)         | -5.0%        |
| <b>Total Rounds</b> | <b>7,317</b> | <b>6,917</b> | <b>(400)</b> | <b>-5.5%</b> |
| Carts               | 4,168        | 4,389        | 221          | 5.3%         |
| ID Cards            | 35           | 33           | (2)          | -5.7%        |

|  |  |  |  | Comments                                                                                  |
|--|--|--|--|-------------------------------------------------------------------------------------------|
|  |  |  |  | Weather (high heat, rain), including a tropical storm, adversely affected rounds in July. |
|  |  |  |  | Includes season passholder rounds.                                                        |
|  |  |  |  | Likely due to the heat causing some walkers to ride carts.                                |

|                          | Budget         | Actuals        | Variance       | Var %        | Comments                                                                                                    |
|--------------------------|----------------|----------------|----------------|--------------|-------------------------------------------------------------------------------------------------------------|
| Golf Revenue             | 292,481        | 282,483        | (9,998)        | -3.4%        | See above.                                                                                                  |
| Tennis Revenue           | 8,000          | 8,000          | -              | 0.0%         |                                                                                                             |
| Restaurant Revenue       | -              | -              | -              |              | Revenue to be booked and received quarterly.                                                                |
| <b>Total Revenue</b>     | <b>301,906</b> | <b>292,816</b> | <b>(9,090)</b> | <b>-3.0%</b> |                                                                                                             |
| Management Salary        | 17,644         | 18,299         | 655            | 3.7%         |                                                                                                             |
| Operations Salary        | 26,938         | 26,796         | (142)          | -0.5%        |                                                                                                             |
| Maintenance Salary       | 44,621         | 39,896         | (4,725)        | -10.6%       | Well-managed maintenance workloads despite high rounds / park usage.                                        |
| Employee Benefits        | 15,967         | 15,512         | (455)          | -2.8%        |                                                                                                             |
| Administrative           | 20,756         | 20,303         | (453)          | -2.2%        |                                                                                                             |
| Interest & Insurance     | 7,880          | 7,280          | (600)          | -7.6%        |                                                                                                             |
| Sales & Operations       | 1,679          | 19,567         | 17,888         | 1065.2%      | Fridge/freezer repairs in Clubhouse approved by the Authority in May for FY20 occurred in July.             |
| Park Maintenance         | 39,856         | 30,819         | (9,037)        | -22.7%       | Ag&Chem (\$9k) lower than expected. Just monthly timing as they will be used on the grounds.                |
| Park Equipment           | 5,293          | 10,280         | 4,987          | 94.2%        | Large amount of various equipment maintenance and parts needed this month.                                  |
| Carts                    | 19,510         | 2,078          | (17,432)       | -89.3%       | New cart lease must be treated as a capital lease (added to fixed assets) rather than operating as assumed. |
| <b>Operating Expense</b> | <b>200,145</b> | <b>190,830</b> | <b>(9,315)</b> | <b>-4.7%</b> |                                                                                                             |
| <b>Operating Income</b>  | <b>101,761</b> | <b>101,986</b> | <b>225</b>     | <b>0.2%</b>  |                                                                                                             |
| Capital Improvements     | (11,000)       | (6,152)        | 4,848          | -44.1%       | New soda/beer draft lines and some construction in restaurant.                                              |
| Line of Credit Balance   | -              | -              | -              |              |                                                                                                             |
| Cash Balance             | 562,627        | 517,124        | (45,503)       | -8.1%        | Lower rounds / less tournaments than expected had a negative effect on cash; however, still seeing growth.  |

Balance Sheet

Updated  
through  
7/31/2021

|       |                    | Rest of Year |        |          |       |
|-------|--------------------|--------------|--------|----------|-------|
| Sales |                    | Budget       | Proj.  | Variance | Var % |
|       | Revenue Rounds     | 29,223       | 29,223 | -        | 0.0%  |
|       | Non-Revenue Rounds | 5,558        | 5,558  | -        | 0.0%  |
|       | Total Rounds       | 34,781       | 34,781 | -        | 0.0%  |
|       | Carts              | 19,812       | 19,812 | -        | 0.0%  |
|       | ID Cards           | 1,126        | 1,126  | -        | 0.0%  |

| P&L           |                          | Budget    | Proj.     | Variance | Var %  | Comments                                                                                            |
|---------------|--------------------------|-----------|-----------|----------|--------|-----------------------------------------------------------------------------------------------------|
|               | Golf Revenue             | 1,589,043 | 1,589,043 | -        | 0.0%   | Projections are still in line with Budget                                                           |
|               | Tennis Revenue           | 32,800    | 32,800    | -        | 0.0%   | Projections are still in line with Budget                                                           |
|               | Restaurant Revenue       | 30,000    | 30,000    | -        | 0.0%   | Projections are still in line with Budget                                                           |
|               | Other Revenue            | 45,975    | 45,975    | -        | 0.0%   | Projections are still in line with Budget                                                           |
|               | Total Revenue            | 1,697,818 | 1,697,818 | -        | 0.0%   |                                                                                                     |
| P&L           | Salaries                 | 791,053   | 791,053   | -        | 0.0%   | Projections are still in line with Budget                                                           |
|               | Employee Benefits        | 135,632   | 135,632   | -        | 0.0%   | Projections are still in line with Budget                                                           |
|               | Administrative           | 157,817   | 157,817   | -        | 0.0%   | Projections are still in line with Budget                                                           |
|               | Debt Service & Insurance | 86,842    | 86,842    | -        | 0.0%   | Projections are still in line with Budget                                                           |
|               | Sales & Operations       | 15,321    | 15,321    | -        | 0.0%   | Projections are still in line with Budget                                                           |
|               | Park Maintenance         | 175,844   | 175,844   | -        | 0.0%   | Projections are still in line with Budget                                                           |
|               | Park Equipment           | 63,707    | 63,707    | -        | 0.0%   | Projections are still in line with Budget                                                           |
|               | Carts                    | 102,149   | 16,767    | (85,382) | -83.6% | Renewed cart lease will be treated as a capital lease, expensed as Depreciation. No effect on cash. |
|               | Operating Expense        | 1,526,365 | 1,442,983 | (85,382) | -5.6%  |                                                                                                     |
|               | Uncategorized Exp/Rev    |           |           |          |        |                                                                                                     |
| Balance Sheet | Operating Income         | 169,453   | 254,835   | 85,382   | 50.4%  |                                                                                                     |
|               | Capital Improvements     | (268,398) | (268,398) | -        | 0.0%   | Includes cart path paving, golf simulator, and improvements to grounds and structures in the park.  |
|               | Line of Credit Balance   | -         | -         | -        |        | We do not expect to borrow during the remainder of this fiscal year.                                |
|               | Cash Balance             | 319,567   | 319,567   | -        | 0.0%   | Projections are still in line with Budget                                                           |

**Oak Hills Park Authority  
FY21 Actual vs. Budget**

ITEM #8

|                                             | <u>July Act</u>  | <u>July Bud</u>  | <u>Var \$</u>   | <u>Var %</u> | <u>YTD Act</u>   | <u>YTD Bud</u>   | <u>Var \$</u>   | <u>Var %</u> |
|---------------------------------------------|------------------|------------------|-----------------|--------------|------------------|------------------|-----------------|--------------|
| <b>REVENUE</b>                              |                  |                  |                 |              |                  |                  |                 |              |
| 4000 · REVENUES                             |                  |                  |                 |              |                  |                  |                 |              |
| 4001 · Golf Revenue                         |                  |                  |                 |              |                  |                  |                 |              |
| 4010 · Golf Fees                            | \$199,799        | \$195,865        | \$3,934         | 2.0%         | \$199,799        | \$195,865        | \$3,934         | 2.0%         |
| 4020 · I.D. Cards                           | \$4,850          | \$4,578          | \$272           | 5.9%         | \$4,850          | \$4,578          | \$272           | 5.9%         |
| 4025 · Season Pass                          | \$11,059         | \$11,250         | -\$191          | -1.7%        | \$11,059         | \$11,250         | -\$191          | -1.7%        |
| 4030 · Tournament Fees                      | \$2,860          | \$13,102         | -\$10,242       | -78.2%       | \$2,860          | \$13,102         | -\$10,242       | -78.2%       |
| 4050 · Cart Revenue                         | \$68,141         | \$73,974         | -\$5,833        | -7.9%        | \$68,141         | \$73,974         | -\$5,833        | -7.9%        |
| 4055 · GolfBoard Revenue                    | \$0              | \$183            | -\$183          | -100.0%      | \$0              | \$183            | -\$183          | -100.0%      |
| 4060 · Golf Revenue - Gift Certif.          | \$1,346          | \$1,963          | -\$617          | -31.4%       | \$1,346          | \$1,963          | -\$617          | -31.4%       |
| 4070 · Gift & Rain Checks Redeemed          | -\$5,573         | -\$8,434         | \$2,861         | -33.9%       | -\$5,573         | -\$8,434         | \$2,861         | -33.9%       |
| <b>Total 4001 · Golf Revenue</b>            | <b>\$282,483</b> | <b>\$292,481</b> | <b>-\$9,999</b> | <b>-3.4%</b> | <b>\$282,483</b> | <b>\$292,481</b> | <b>-\$9,999</b> | <b>-3.4%</b> |
| 4100 · Tennis Revenue                       | \$8,000          | \$8,000          | \$0             | 0.0%         | \$8,000          | \$8,000          | \$0             | 0.0%         |
| 4200 · Rental Income                        | \$1,375          | \$1,375          | \$0             | 0.0%         | \$1,375          | \$1,375          | \$0             | 0.0%         |
| 4300 · Investment Income                    | \$93             | \$17             | \$76            | 442.3%       | \$93             | \$17             | \$76            | 442.3%       |
| 4400 · Misc. Income                         | \$865            | \$33             | \$832           | 2495.0%      | \$865            | \$33             | \$832           | 2495.0%      |
| 4500 · Golf Simulator Revenue               |                  | \$0              | \$0             | 0.0%         |                  | \$0              |                 |              |
| 4600 · Restaurant Income                    | \$0              | \$0              | \$0             | 0.0%         | \$0              | \$0              | \$0             | 0.0%         |
| 4700 · Advertising Revenue                  | \$0              | \$0              | \$0             | 0.0%         | \$0              | \$0              | \$0             | 0.0%         |
| <b>Total Other Revenue</b>                  | <b>\$10,333</b>  | <b>\$9,425</b>   | <b>\$908</b>    | <b>9.6%</b>  | <b>\$10,333</b>  | <b>\$9,425</b>   | <b>\$908</b>    | <b>9.6%</b>  |
| <b>TOTAL REVENUE</b>                        | <b>\$292,816</b> | <b>\$301,907</b> | <b>-\$9,091</b> | <b>-3.0%</b> | <b>\$292,816</b> | <b>\$301,907</b> | <b>-\$9,091</b> | <b>-3.0%</b> |
| <b>EXPENSE</b>                              |                  |                  |                 |              |                  |                  |                 |              |
| 5000 · PERSONNEL EXPENSE                    |                  |                  |                 |              |                  |                  |                 |              |
| 5010 · Management Salary                    | \$18,299         | \$17,644         | -\$655          | -3.7%        | \$18,299         | \$17,644         | -\$655          | -3.7%        |
| 5030 · Operations                           | \$26,812         | \$26,938         | \$125           | 0.5%         | \$26,812         | \$26,938         | \$125           | 0.5%         |
| 5040 · Operations O/T                       | -\$16            | \$0              | \$16            | 0.0%         | -\$16            | \$0              | \$16            | 0.0%         |
| 5050 · Course Personnel                     | \$25,000         | \$23,730         | -\$1,270        | -5.4%        | \$25,000         | \$23,730         | -\$1,270        | -5.4%        |
| 5060 · Course Personnel O/T                 | \$309            | \$0              | -\$309          | 0.0%         | \$309            | \$0              | -\$309          | 0.0%         |
| 5070 · Seasonal Personnel                   | \$14,368         | \$20,891         | \$6,523         | 31.2%        | \$14,368         | \$20,891         | \$6,523         | 31.2%        |
| 5080 · Seasonal Personnel O/T               | \$218            | \$0              | -\$218          | 0.0%         | \$218            | \$0              | -\$218          | 0.0%         |
| <b>Total 5000 · PERSONNEL EXPENSE</b>       | <b>\$84,992</b>  | <b>\$89,203</b>  | <b>\$4,211</b>  | <b>4.7%</b>  | <b>\$84,992</b>  | <b>\$89,203</b>  | <b>\$4,211</b>  | <b>4.7%</b>  |
| 5200 · EMPLOYEE BENEFITS                    |                  |                  |                 |              |                  |                  |                 |              |
| 5210 · Payroll Taxes                        | \$6,461          | \$7,615          | \$1,154         | 15.2%        | \$6,461          | \$7,615          | \$1,154         | 15.2%        |
| 5230 · State Unemployment                   | \$3,249          | \$3,190          | -\$59           | -1.9%        | \$3,249          | \$3,190          | -\$59           | -1.9%        |
| 5250 · Health Insurance                     | \$2,150          | \$2,509          | \$359           | 14.3%        | \$2,150          | \$2,509          | \$359           | 14.3%        |
| 5260 · Workmans Compensation                | \$3,090          | \$2,089          | -\$1,000        | -47.9%       | \$3,090          | \$2,089          | -\$1,000        | -47.9%       |
| 5270 · Retirement Plans                     | \$563            | \$564            | \$2             | 0.3%         | \$563            | \$564            | \$2             | 0.3%         |
| <b>Total 5200 · EMPLOYEE BENEFITS</b>       | <b>\$15,512</b>  | <b>\$15,967</b>  | <b>\$456</b>    | <b>2.9%</b>  | <b>\$15,512</b>  | <b>\$15,967</b>  | <b>\$456</b>    | <b>2.9%</b>  |
| 5400 · ADMINISTRATIVE EXPENSES              |                  |                  |                 |              |                  |                  |                 |              |
| 5420 · Telephone                            | \$995            | \$757            | -\$238          | -31.5%       | \$995            | \$757            | -\$238          | -31.5%       |
| 5430 · Professional Fees                    | \$2,650          | \$2,792          | \$142           | 5.1%         | \$2,650          | \$2,792          | \$142           | 5.1%         |
| 5436 · Advertising                          | \$996            | \$1,850          | \$854           | 46.2%        | \$996            | \$1,850          | \$854           | 46.2%        |
| 5440 · Office Expense                       | \$1,471          | \$2,007          | \$536           | 26.7%        | \$1,471          | \$2,007          | \$536           | 26.7%        |
| 5441 · Bank Charges                         | \$26             | \$43             | \$17            | 39.4%        | \$26             | \$43             | \$17            | 39.4%        |
| 5442 · Credit Card Fees                     | \$6,050          | \$6,012          | -\$38           | -0.6%        | \$6,050          | \$6,012          | -\$38           | -0.6%        |
| 5445 · Postage                              | \$0              | \$22             | \$22            | 100.0%       | \$0              | \$22             | \$22            | 100.0%       |
| 5450 · Training and Dues                    | \$371            | \$363            | -\$8            | -2.3%        | \$371            | \$363            | -\$8            | -2.3%        |
| 5461 · Authority Secretarial Services       | \$120            | \$140            | \$20            | 14.3%        | \$120            | \$140            | \$20            | 14.3%        |
| 5469 · Other Outside Services               | \$574            | \$502            | -\$73           | -14.5%       | \$574            | \$502            | -\$73           | -14.5%       |
| 5470 · Other Admin                          | \$788            | \$951            | \$163           | 17.1%        | \$788            | \$951            | \$163           | 17.1%        |
| 5480 · Utilities                            | \$6,262          | \$5,320          | -\$942          | -17.7%       | \$6,262          | \$5,320          | -\$942          | -17.7%       |
| 5499 · Bad Debt Expense                     | \$0              | \$0              | \$0             | 0.0%         | \$0              | \$0              | \$0             | 0.0%         |
| 5490 · Water                                | \$0              | \$0              | \$0             | 0.0%         | \$0              | \$0              | \$0             | 0.0%         |
| <b>Total 5400 · ADMINISTRATIVE EXPENSES</b> | <b>\$20,303</b>  | <b>\$20,756</b>  | <b>\$453</b>    | <b>2.2%</b>  | <b>\$20,303</b>  | <b>\$20,756</b>  | <b>\$453</b>    | <b>2.2%</b>  |
| 5500 · DEBT SERVICE AND INSURANCE           |                  |                  |                 |              |                  |                  |                 |              |

**Oak Hills Park Authority**  
**FY21 Actual vs. Budget**

ITEM #8

|                                                | <u>July Act</u>  | <u>July Bud</u>  | <u>Var \$</u>    | <u>Var %</u>    | <u>YTD Act</u>   | <u>YTD Bud</u>   | <u>Var \$</u>    | <u>Var %</u>    |
|------------------------------------------------|------------------|------------------|------------------|-----------------|------------------|------------------|------------------|-----------------|
| 5500 · Liability Insurance                     | \$6,941          | \$7,177          | \$236            | 3.3%            | \$6,941          | \$7,177          | \$236            | 3.3%            |
| 5520 · Interest                                | \$340            | \$704            | \$364            | 51.7%           | \$340            | \$704            | \$364            | 51.7%           |
| <b>Total 5500 · DEBT SERVICE AND INSURANCE</b> | <b>\$7,280</b>   | <b>\$7,880</b>   | <b>\$600</b>     | <b>7.6%</b>     | <b>\$7,280</b>   | <b>\$7,880</b>   | <b>\$600</b>     | <b>7.6%</b>     |
| <b>5600 · SALES AND OPERATIONS</b>             |                  |                  |                  |                 |                  |                  |                  |                 |
| 5620 · Clubhouse/Pro Shop Maint.               | \$18,818         | \$1,000          | -\$17,818        | -1781.8%        | \$18,818         | \$1,000          | -\$17,818        | -1781.8%        |
| 5640 · Golf Pro Supplies                       | \$257            | \$679            | \$423            | 62.2%           | \$257            | \$679            | \$423            | 62.2%           |
| 5680 · Golf Pro Work Clothes                   | \$493            | \$0              | -\$493           | 0.0%            | \$493            | \$0              | -\$493           | 0.0%            |
| <b>Total 5600 SALES AND OPERATIONS</b>         | <b>\$19,567</b>  | <b>\$1,679</b>   | <b>-\$17,888</b> | <b>-1065.2%</b> | <b>\$19,567</b>  | <b>\$1,679</b>   | <b>-\$17,888</b> | <b>-1065.2%</b> |
| <b>5700 · PARK MAINTENANCE</b>                 |                  |                  |                  |                 |                  |                  |                  |                 |
| 5710 · Water                                   | \$5,916          | \$7,886          | \$1,970          | 25.0%           | \$5,916          | \$7,886          | \$1,970          | 25.0%           |
| 5720 · Heating Fuel                            | \$0              | \$535            | \$535            | 100.0%          | \$0              | \$535            | \$535            | 100.0%          |
| 5730 · Grounds Maintenance                     | \$3,887          | \$1,184          | -\$2,703         | -228.3%         | \$3,887          | \$1,184          | -\$2,703         | -228.3%         |
| 5740 · Tree Maintenance                        | \$0              | \$0              | \$0              | 0.0%            | \$0              | \$0              | \$0              | 0.0%            |
| 5751 · Agriculture&Chemicals-Purch             | \$289            | \$28,966         | \$28,677         | 99.0%           | \$289            | \$28,966         | \$28,677         | 99.0%           |
| 5752 · Agriculture/Chemicals Utilized          | \$19,453         |                  | -\$19,453        | 0.0%            | \$19,453         |                  | -\$19,453        | 0.0%            |
| 5760 · Irrigation Maintenance                  | \$978            | \$934            | -\$44            | -4.7%           | \$978            | \$934            | -\$44            | -4.7%           |
| 5770 · Consumable Tools                        | \$25             | \$351            | \$326            | 92.8%           | \$25             | \$351            | \$326            | 92.8%           |
| 5780 · Tee and Green Supplies                  | \$270            | \$0              | -\$270           | 0.0%            | \$270            | \$0              | -\$270           | 0.0%            |
| 5795 · Janitorial Supplies                     | \$0              | \$0              | \$0              | 0.0%            | \$0              | \$0              | \$0              | 0.0%            |
| <b>Total 5700 · PARK MAINTENANCE</b>           | <b>\$30,819</b>  | <b>\$39,856</b>  | <b>\$9,037</b>   | <b>22.7%</b>    | <b>\$30,819</b>  | <b>\$39,856</b>  | <b>\$9,037</b>   | <b>22.7%</b>    |
| <b>5800 · PARK EQUIPMENT</b>                   |                  |                  |                  |                 |                  |                  |                  |                 |
| 5800 · Equipment Maintenance                   | \$7,276          | \$2,864          | -\$4,412         | -154.0%         | \$7,276          | \$2,864          | -\$4,412         | -154.0%         |
| 5820 · Building Maintenance                    | \$3,004          | \$661            | -\$2,342         | -354.1%         | \$3,004          | \$661            | -\$2,342         | -354.1%         |
| 5840 · Small Equipment                         | \$0              | \$699            | \$699            | 100.0%          | \$0              | \$699            | \$699            | 100.0%          |
| 5860 · Gasoline/Diesel Fuel                    | \$0              | \$1,069          | \$1,069          | 100.0%          | \$0              | \$1,069          | \$1,069          | 100.0%          |
| 5880 · Employee work clothes                   | \$0              | \$0              | \$0              | 0.0%            | \$0              | \$0              | \$0              | 0.0%            |
| <b>Total 5800 · PARK EQUIPMENT</b>             | <b>\$10,280</b>  | <b>\$5,293</b>   | <b>-\$4,987</b>  | <b>-94.2%</b>   | <b>\$10,280</b>  | <b>\$5,293</b>   | <b>-\$4,987</b>  | <b>-94.2%</b>   |
| <b>6000 · CART EXPENSE</b>                     |                  |                  |                  |                 |                  |                  |                  |                 |
| 6010 · Cart Lease Expense                      | \$0              | \$17,077         | \$17,077         | 100.0%          | \$0              | \$17,077         | \$17,077         | 100.0%          |
| 6020 · Electricity                             | \$1,638          | \$1,952          | \$315            | 16.1%           | \$1,638          | \$1,952          | \$315            | 16.1%           |
| 6030 · Maintenance                             | \$40             | \$81             | \$41             | 50.7%           | \$40             | \$81             | \$41             | 50.7%           |
| 6050 · Cart Insurance                          | \$400            | \$400            | \$0              | 0.0%            | \$400            | \$400            | \$0              | 0.0%            |
| 6060 · Misc. Cart Expense                      | \$0              | \$0              | \$0              | 0.0%            | \$0              | \$0              | \$0              | 0.0%            |
| <b>Total 6000 · CART EXPENSE</b>               | <b>\$2,078</b>   | <b>\$19,510</b>  | <b>\$17,432</b>  | <b>89.4%</b>    | <b>\$2,078</b>   | <b>\$19,510</b>  | <b>\$17,432</b>  | <b>89.4%</b>    |
| 7001 · Uncategorized Expenses                  |                  |                  |                  |                 |                  |                  |                  |                 |
| <b>TOTAL OPERATIONAL EXPENSE</b>               | <b>\$190,831</b> | <b>\$200,145</b> | <b>\$9,314</b>   | <b>4.7%</b>     | <b>\$190,831</b> | <b>\$200,145</b> | <b>\$9,314</b>   | <b>4.7%</b>     |
| <b>TOTAL OPERATIONAL NET INCOME</b>            | <b>\$101,985</b> | <b>\$101,762</b> | <b>\$223</b>     | <b>0.2%</b>     | <b>\$101,985</b> | <b>\$101,762</b> | <b>\$223</b>     | <b>0.2%</b>     |
| Restructured City Debt                         | \$12,322         | \$12,603         | \$281            | 2.2%            | \$12,322         | \$12,603         | \$281            | 2.2%            |
| Commercial Debt                                | \$21,588         | \$5,672          | -\$15,916        | -280.6%         | \$21,588         | \$5,672          | -\$15,916        | -280.6%         |
|                                                | \$0              | \$0              | \$0              | 0.0%            | \$0              | \$0              | \$0              | 0.0%            |
| <b>Total BS Debt Payments</b>                  | <b>\$33,910</b>  | <b>\$18,275</b>  | <b>-\$15,635</b> | <b>-85.6%</b>   | <b>\$33,910</b>  | <b>\$18,275</b>  | <b>-\$15,635</b> | <b>-85.6%</b>   |
| <b>NET INCOME BEFORE CAPITAL EXPENSES</b>      | <b>\$101,985</b> | <b>\$101,762</b> | <b>\$223</b>     | <b>0.2%</b>     | <b>\$101,985</b> | <b>\$101,762</b> | <b>\$223</b>     | <b>0.2%</b>     |
| <b>8000 · OTHER EXPENSE</b>                    |                  |                  |                  |                 |                  |                  |                  |                 |
| 8000 · Depreciation/Amortization               |                  |                  |                  |                 |                  |                  |                  |                 |
| 8000 · Depreciation/Amortization Non Cash      | \$22,462         | \$22,500         | \$38             | 0.2%            | \$22,462         | \$22,500         | \$38             | 0.2%            |
| 8001 · Capital projects                        |                  |                  |                  |                 |                  |                  |                  |                 |
| 8100 - Capital Proj Cash                       | \$6,152          | \$11,000         | \$4,848          | 44.1%           | \$6,152          | \$11,000         | \$4,848          | 44.1%           |
| 8101 - Capital Proj Financed                   | \$0              | \$0              | \$0              | 0.0%            | \$0              | \$0              | \$0              | 0.0%            |
| Capital Contribution                           |                  |                  |                  |                 |                  |                  |                  |                 |
| <b>Total 8000 · OTHER EXPENSE</b>              | <b>\$22,462</b>  | <b>\$22,500</b>  | <b>\$4,886</b>   | <b>0.2%</b>     | <b>\$22,462</b>  | <b>\$22,500</b>  | <b>\$4,886</b>   | <b>0.2%</b>     |
| <b>NET INCOME</b>                              | <b>\$79,523</b>  | <b>\$79,262</b>  | <b>\$261</b>     | <b>0.3%</b>     | <b>\$79,523</b>  | <b>\$79,262</b>  | <b>\$261</b>     | <b>0.3%</b>     |

**OAK HILLS PARK AUTHORITY**  
**Balance Sheet FY21**  
As of July 31, 2021

|                                       | Total                 |                            |                      |                |
|---------------------------------------|-----------------------|----------------------------|----------------------|----------------|
|                                       | As of Jul 31,<br>2021 | As of Jul 31,<br>2020 (PY) | Change               | %<br>Change    |
| <b>ASSETS</b>                         |                       |                            |                      |                |
| Current Assets                        |                       |                            |                      |                |
| Bank Accounts                         |                       |                            |                      |                |
| 1000 Cash                             |                       |                            |                      |                |
| 1021 NBT Money Market                 | 567,598.63            | 208,981.41                 | 358,617.22           | 171.60%        |
| 1022 NBT Payment Account              | -53,225.51            | -35,642.71                 | -17,582.80           | -49.33%        |
| 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                       | <b>\$ 517,124.12</b>  | <b>\$ 176,089.70</b>       | <b>\$ 341,034.42</b> | <b>193.67%</b> |
| Total Bank Accounts                   | <b>\$ 517,124.12</b>  | <b>\$ 176,089.70</b>       | <b>\$ 341,034.42</b> | <b>193.67%</b> |
| Accounts Receivable                   |                       |                            |                      |                |
| 1201 Accounts Receivable              | 225.47                | 0.00                       | 225.47               |                |
| Total Accounts Receivable             | <b>\$ 225.47</b>      | <b>\$ 0.00</b>             | <b>\$ 225.47</b>     |                |
| Other Current Assets                  |                       |                            |                      |                |
| 1100 Inventory                        | 50,149.15             | 60,403.20                  | -10,254.05           | -16.98%        |
| 1200 Receivables                      | 3,186.18              | 630.00                     | 2,556.18             | 405.74%        |
| 1300 Prepaid Expenses                 | 37,524.83             | 25,687.99                  | 11,836.84            | 46.08%         |
| Total Other Current Assets            | <b>\$ 90,860.16</b>   | <b>\$ 86,721.19</b>        | <b>\$ 4,138.97</b>   | <b>4.77%</b>   |
| Total Current Assets                  | <b>\$ 608,209.75</b>  | <b>\$ 262,810.89</b>       | <b>\$ 345,398.86</b> | <b>131.42%</b> |
| Fixed Assets                          |                       |                            |                      |                |
| 1500 Fixed Assets                     |                       |                            |                      |                |
| 1505 Machinery and Equipment          | 1,597,008.13          | 1,067,156.87               | 529,851.26           | 49.65%         |
| 1510 Accumulated Depreciation/Amort.  | -4,019,980.57         | -3,762,356.23              | -257,624.34          | -6.85%         |
| 1520 Furniture & Fixtures             | 50,085.23             | 50,085.23                  | 0.00                 | 0.00%          |
| 1560 Leasehold Improvements           | 88,497.24             | 35,894.79                  | 52,602.45            | 146.55%        |
| 1561 Park Improvements                | 1,821,963.05          | 1,782,769.53               | 39,193.52            | 2.20%          |
| 1562 Restaurant                       | 2,277,134.66          | 2,277,134.66               | 0.00                 | 0.00%          |
| 1565 Amortize Leasehold Improvements  | -35,984.50            | -21,572.94                 | -14,411.56           | -66.80%        |
| Total 1500 Fixed Assets               | <b>\$1,778,723.24</b> | <b>\$1,429,111.91</b>      | <b>\$ 349,611.33</b> | <b>24.46%</b>  |
| Total Fixed Assets                    | <b>\$1,778,723.24</b> | <b>\$1,429,111.91</b>      | <b>\$ 349,611.33</b> | <b>24.46%</b>  |
| <b>TOTAL ASSETS</b>                   | <b>\$2,386,932.99</b> | <b>\$1,691,922.80</b>      | <b>\$ 695,010.19</b> | <b>41.08%</b>  |
| <b>LIABILITIES AND EQUITY</b>         |                       |                            |                      |                |
| Liabilities                           |                       |                            |                      |                |
| Current Liabilities                   |                       |                            |                      |                |
| Accounts Payable                      |                       |                            |                      |                |
| 2000 *Accounts Payable                | 57,041.72             | 39,406.12                  | 17,635.60            | 44.75%         |
| Total Accounts Payable                | <b>\$ 57,041.72</b>   | <b>\$ 39,406.12</b>        | <b>\$ 17,635.60</b>  | <b>44.75%</b>  |
| Other Current Liabilities             |                       |                            |                      |                |
| 2051 Accounts Payable - OHMGA Revenue | 95.00                 | 425.00                     | -330.00              | -77.65%        |

|                                                           |                |                |               |          |
|-----------------------------------------------------------|----------------|----------------|---------------|----------|
| 2100 Accrued Payroll                                      | 24,546.40      | 19,700.23      | 4,846.17      | 24.60%   |
| 2104 Accrued retirement contribution                      | 144.97         | 119.42         | 25.55         | 21.40%   |
| 2105 Accrued Vacation Pay                                 | 19,734.46      | 19,979.65      | -245.19       | -1.23%   |
| 2200 Accrued Expenses                                     | 41,715.50      | 47,067.50      | -5,352.00     | -11.37%  |
| 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%    |
| 2250 Deferred Revenue                                     |                |                |               |          |
| 2251 Tournament Deposits                                  | 6,300.00       | 4,550.00       | 1,750.00      | 38.46%   |
| 2253 Deferred Tennis Revenue                              | 16,000.00      | 9,999.34       | 6,000.66      | 60.01%   |
| 2254 Other Deferred                                       | 122,749.89     | 139,706.72     | -16,956.83    | -12.14%  |
| Total 2250 Deferred Revenue                               | \$ 145,049.89  | \$ 154,256.06  | -\$ 9,206.17  | -5.97%   |
| 2400 Cart Sales Tax Due                                   | 4,327.00       | 5,000.00       | -673.00       | -13.46%  |
| Total Other Current Liabilities                           | \$ 236,963.22  | \$ 247,897.86  | -\$ 10,934.64 | -4.41%   |
| Total Current Liabilities                                 | \$ 294,004.94  | \$ 287,303.98  | \$ 6,700.96   | 2.33%    |
| Long-Term Liabilities                                     |                |                |               |          |
| 2701 Consolidated City Debt                               | 2,034,463.05   | 2,135,232.44   | -100,769.39   | -4.72%   |
| 2766 Wells Fargo Eq Bandit Chipper                        | 0.00           | 741.86         | -741.86       | -100.00% |
| 2767 Deere Credit, Inc. Sweeper Vac                       | 0.00           | 2,646.59       | -2,646.59     | -100.00% |
| 2768 Deere Credit Inc. Greens Roller                      | 1.12           | 2,878.19       | -2,877.07     | -99.96%  |
| 2770 Deere Credit Inc. Hybrid Mower                       | 0.00           | 0.89           | -0.89         | -100.00% |
| 2772 Wells Fargo 2017 Aera-Vator                          | 900.36         | 1,763.58       | -863.22       | -48.95%  |
| 2773 DLL Finance Club Car CA550G Utility Cart             | 1,806.50       | 3,612.50       | -1,806.00     | -49.99%  |
| 2774 Wells - Sod Cutter, Progator, 3500-D Groundsmaster   | 21,011.26      | 31,901.07      | -10,889.81    | -34.14%  |
| 2775 Deere Credit, Inc. Hybrid Mower                      | 9,453.06       | 16,415.68      | -6,962.62     | -42.41%  |
| 2776 Wells Fargo MTE 2018 TurfCo Blower                   | 4,033.21       | 5,235.30       | -1,202.09     | -22.96%  |
| 2777 DLL Finance Club Car CA502 Utility Cart              | 4,906.62       | 7,053.31       | -2,146.69     | -30.44%  |
| 2778 Wells Fargo Used Kubota Tractor Mini Ex              | 19,393.65      | 24,333.35      | -4,939.70     | -20.30%  |
| 2779 Wells Fargo Groundsmaster Mower and Procore Aeration | 51,287.30      | 0.00           | 51,287.30     |          |
| 2780 DLL Club Car 2021 Cart Fleet                         | 316,242.16     | 0.00           | 316,242.16    |          |
| 2781 GPSi Visage Software 2021 Cart Fleet                 | 85,680.00      | 0.00           | 85,680.00     |          |
| Total Long-Term Liabilities                               | \$2,549,178.29 | \$2,231,814.76 | \$ 317,363.53 | 14.22%   |
| Total Liabilities                                         | \$2,843,183.23 | \$2,519,118.74 | \$ 324,064.49 | 12.86%   |
| Equity                                                    |                |                |               |          |
| 3000 Fund Balance                                         |                |                |               |          |
| 3010 Fund Balance - Beginning                             | 0.00           | -42,873.28     | 42,873.28     | 100.00%  |
| Total 3000 Fund Balance                                   | \$ 0.00        | -\$ 42,873.28  | \$ 42,873.28  | 100.00%  |
| 3500 Reserves                                             |                |                |               |          |
| 3550 Reserve for Contingencies                            | 0.00           | 405,368.10     | -405,368.10   | -100.00% |
| Total 3500 Reserves                                       | \$ 0.00        | \$ 405,368.10  | -\$405,368.10 | -100.00% |
| 3900 Retained Earnings                                    | -529,621.39    | -1,295,566.94  | 765,945.55    | 59.12%   |
| Net Income                                                | 73,371.15      | 105,876.18     | -32,505.03    | -30.70%  |
| Total Equity                                              | -\$ 456,250.24 | -\$ 827,195.94 | \$ 370,945.70 | 44.84%   |
| TOTAL LIABILITIES AND EQUITY                              | \$2,386,932.99 | \$1,691,922.80 | \$ 695,010.19 | 41.08%   |

**OAK HILLS PARK AUTHORITY**  
**P&L - Current Month Vs. Prior Year Month**  
**July 2021**

|                                     | Total                |                      |                      |               |
|-------------------------------------|----------------------|----------------------|----------------------|---------------|
|                                     | Jul 2021             | Jul 2020 (PY)        | Change               | % Change      |
| <b>Income</b>                       |                      |                      |                      |               |
| <b>4000 REVENUES</b>                |                      |                      |                      |               |
| <b>4001 Golf Revenue</b>            |                      |                      |                      |               |
| 4010 Golf Fees                      | 199,799.32           | 213,971.04           | -14,171.72           | -6.62%        |
| 4020 I.D. Cards                     | 4,850.00             | 5,930.00             | -1,080.00            | -18.21%       |
| 4025 Season Pass                    | 11,059.44            | 6,475.15             | 4,584.29             | 70.80%        |
| 4030 Tournament Fees                | 2,860.00             | 4,615.00             | -1,755.00            | -38.03%       |
| 4050 Cart Revenue                   | 68,141.00            | 78,674.00            | -10,533.00           | -13.39%       |
| 4055 GolfBoard Revenue              | 0.00                 | 62.00                | -62.00               | -100.00%      |
| 4060 Golf Revenue - Gift Certif.    | 1,346.00             | 2,280.00             | -934.00              | -40.96%       |
| 4070 Gift & Rain Checks Redeemed    | -5,573.00            | -8,842.00            | 3,269.00             | 36.97%        |
| <b>Total 4001 Golf Revenue</b>      | <b>\$ 282,482.76</b> | <b>\$ 303,165.19</b> | <b>-\$ 20,682.43</b> | <b>-6.82%</b> |
| 4100 Tennis Revenue                 | 8,000.00             | 5,000.00             | 3,000.00             | 60.00%        |
| 4200 Rental Income                  | 1,375.00             | 1,375.00             | 0.00                 | 0.00%         |
| 4300 Investment Income              | 92.98                | 20.68                | 72.30                | 349.61%       |
| 4400 Misc. Income                   | 865.00               | -45.00               | 910.00               | 2022.22%      |
| 4600 Restaurant Income              | 0.00                 | 2,350.00             | -2,350.00            | -100.00%      |
| 4700 Advertising Revenue            | 0.00                 | 0.00                 | 0.00                 |               |
| <b>Total 4000 REVENUES</b>          | <b>\$ 292,815.74</b> | <b>\$ 311,865.87</b> | <b>-\$ 19,050.13</b> | <b>-6.11%</b> |
| <b>Total Income</b>                 | <b>\$ 292,815.74</b> | <b>\$ 311,865.87</b> | <b>-\$ 19,050.13</b> | <b>-6.11%</b> |
| <b>Gross Profit</b>                 | <b>\$ 292,815.74</b> | <b>\$ 311,865.87</b> | <b>-\$ 19,050.13</b> | <b>-6.11%</b> |
| <b>Expenses</b>                     |                      |                      |                      |               |
| <b>5000 PERSONNEL EXPENSE</b>       |                      |                      |                      |               |
| 5010 Management Salary              | 18,299.05            | 13,791.00            | 4,508.05             | 32.69%        |
| 5030 Operations                     | 26,812.20            | 26,829.19            | -16.99               | -0.06%        |
| 5040 Operations O/T                 | -15.81               | 64.59                | -80.40               | -124.48%      |
| 5050 Course Personnel               | 25,000.30            | 24,482.50            | 517.80               | 2.11%         |
| 5060 Course Personnel O/T           | 309.37               | 0.00                 | 309.37               |               |
| 5070 Seasonal Personnel             | 14,368.34            | 14,087.35            | 280.99               | 1.99%         |
| 5080 Seasonal Personnel O/T         | 218.14               | 15.28                | 202.86               | 1327.62%      |
| <b>Total 5000 PERSONNEL EXPENSE</b> | <b>\$ 84,991.59</b>  | <b>\$ 79,269.91</b>  | <b>\$ 5,721.68</b>   | <b>7.22%</b>  |
| <b>5200 EMPLOYEE BENEFITS</b>       |                      |                      |                      |               |
| 5210 Payroll Taxes                  | 6,460.58             | 6,023.36             | 437.22               | 7.26%         |
| 5230 State Unemployment             | 3,249.05             | 3,508.38             | -259.33              | -7.39%        |
| 5250 Health Insurance               | 2,149.73             | 2,712.23             | -562.50              | -20.74%       |
| 5260 Workmans Compensation          | 3,089.60             | 2,790.78             | 298.82               | 10.71%        |
| 5270 Retirement Plans               | 562.93               | 536.98               | 25.95                | 4.83%         |
| <b>Total 5200 EMPLOYEE BENEFITS</b> | <b>\$ 15,511.89</b>  | <b>\$ 15,571.73</b>  | <b>-\$ 59.84</b>     | <b>-0.38%</b> |
| <b>5400 ADMINISTRATIVE EXPENSES</b> |                      |                      |                      |               |
| 5420 Telephone                      | 994.75               | 1,063.59             | -68.84               | -6.47%        |
| 5430 Professional Fees              | 2,650.00             | 2,500.00             | 150.00               | 6.00%         |

|                                             |                      |                      |                      |                |
|---------------------------------------------|----------------------|----------------------|----------------------|----------------|
| 5436 Advertising                            | 995.83               | 835.71               | 160.12               | 19.16%         |
| 5440 Office Expense                         | 1,470.60             | 2,129.54             | -658.94              | -30.94%        |
| 5441 Bank Charges                           | 25.85                | 51.15                | -25.30               | -49.46%        |
| 5442 Credit Card Fees                       | 6,050.08             | 7,248.00             | -1,197.92            | -16.53%        |
| 5445 Postage                                | 0.00                 | 37.10                | -37.10               | -100.00%       |
| 5450 Training and Dues                      | 371.00               | 400.00               | -29.00               | -7.25%         |
| 5461 Authority Secretarial Services         | 120.00               | 130.00               | -10.00               | -7.69%         |
| 5469 Other Outside Services                 | 574.42               | 436.71               | 137.71               | 31.53%         |
| 5470 Other Administrative                   | 788.10               | 2,049.47             | -1,261.37            | -61.55%        |
| 5480 Utilities                              | 6,262.07             | 7,214.84             | -952.77              | -13.21%        |
| 5500 Liability Insurance                    | 6,940.50             | 6,386.51             | 553.99               | 8.67%          |
| 5520 Interest Expense                       | 339.76               | 1,051.21             | -711.45              | -67.68%        |
| <b>Total 5400 ADMINISTRATIVE EXPENSES</b>   | <b>\$ 27,582.96</b>  | <b>\$ 31,533.83</b>  | <b>-\$ 3,950.87</b>  | <b>-12.53%</b> |
| <b>5600 SALES AND OPERATIONS</b>            |                      |                      |                      |                |
| 5620 Clubhouse Maintenance                  | 18,817.74            | 1,182.07             | 17,635.67            | 1491.93%       |
| 5640 Golf Pro Supplies                      | 256.73               | 982.22               | -725.49              | -73.86%        |
| 5680 Golf Pro Work Clothes                  | 492.85               | 0.00                 | 492.85               |                |
| <b>Total 5600 SALES AND OPERATIONS</b>      | <b>\$ 19,567.32</b>  | <b>\$ 2,164.29</b>   | <b>\$ 17,403.03</b>  | <b>804.10%</b> |
| <b>5700 PARK MAINTENANCE</b>                |                      |                      |                      |                |
| 5710 Water                                  | 5,915.91             | 7,320.27             | -1,404.36            | -19.18%        |
| 5730 Grounds Maintenance                    | 3,887.46             | 106.96               | 3,780.50             | 3534.50%       |
| 5750 Agriculture and Chemicals              |                      |                      |                      |                |
| 5751 Agriculture&Chemicals-Purchased        | 289.11               | 0.00                 | 289.11               |                |
| 5752 Agriculture/Chemicals Utilized         | 19,452.89            | 22,471.64            | -3,018.75            | -13.43%        |
| <b>Total 5750 Agriculture and Chemicals</b> | <b>\$ 19,742.00</b>  | <b>\$ 22,471.64</b>  | <b>-\$ 2,729.64</b>  | <b>-12.15%</b> |
| 5760 Irrigation Maintenance                 | 978.23               | 1,010.95             | -32.72               | -3.24%         |
| 5770 Consumable Tools                       | 25.22                | 0.00                 | 25.22                |                |
| 5780 Tee and Green Supplies                 | 270.40               | 0.00                 | 270.40               |                |
| 5800 Equipment Maintenance                  | 7,276.48             | 1,808.67             | 5,467.81             | 302.31%        |
| 5820 Building Maintenance                   | 3,003.59             | 981.28               | 2,022.31             | 206.09%        |
| <b>Total 5700 PARK MAINTENANCE</b>          | <b>\$ 41,099.29</b>  | <b>\$ 33,699.77</b>  | <b>\$ 7,399.52</b>   | <b>21.96%</b>  |
| <b>6000 CART EXPENSE</b>                    |                      |                      |                      |                |
| 6010 Cart Lease Expense                     | 0.00                 | 21,086.00            | -21,086.00           | -100.00%       |
| 6020 Electricity                            | 1,637.73             | 2,290.70             | -652.97              | -28.51%        |
| 6030 Maintenance                            | 39.98                | 0.00                 | 39.98                |                |
| 6050 Cart Insurance                         | 400.00               | 400.00               | 0.00                 | 0.00%          |
| <b>Total 6000 CART EXPENSE</b>              | <b>\$ 2,077.71</b>   | <b>\$ 23,776.70</b>  | <b>-\$ 21,698.99</b> | <b>-91.26%</b> |
| <b>Total Expenses</b>                       | <b>\$ 190,830.76</b> | <b>\$ 186,016.23</b> | <b>\$ 4,814.53</b>   | <b>2.59%</b>   |
| <b>Net Operating Income</b>                 | <b>\$ 101,984.98</b> | <b>\$ 125,849.64</b> | <b>-\$ 23,864.66</b> | <b>-18.96%</b> |
| <b>Other Expenses</b>                       |                      |                      |                      |                |
| 8000 Depreciation/Amortization              | 22,462.26            | 19,973.46            | 2,488.80             | 12.46%         |
| 8001 Capital projects                       |                      |                      |                      |                |
| 8100 Capital Projects - Cash                | 6,151.57             |                      | 6,151.57             |                |
| <b>Total 8001 Capital projects</b>          | <b>\$ 6,151.57</b>   | <b>\$ 0.00</b>       | <b>\$ 6,151.57</b>   |                |
| <b>Total Other Expenses</b>                 | <b>\$ 28,613.83</b>  | <b>\$ 19,973.46</b>  | <b>\$ 8,640.37</b>   | <b>43.26%</b>  |
| <b>Net Other Income</b>                     | <b>-\$ 28,613.83</b> | <b>-\$ 19,973.46</b> | <b>-\$ 8,640.37</b>  | <b>-43.26%</b> |
| <b>Net Income</b>                           | <b>\$ 73,371.15</b>  | <b>\$ 105,876.18</b> | <b>-\$ 32,505.03</b> | <b>-30.70%</b> |

**OAK HILLS SALES ANALYSIS JULY 2021 FISCAL**

| <b>Description</b>                  | <b>Jul-21</b>      | <b>Jul-20</b>    | <b>Inc/(Dec)</b> | <b>YTD FY22</b>  | <b>YTD FY21</b>  | <b>Inc/(Dec)</b> |
|-------------------------------------|--------------------|------------------|------------------|------------------|------------------|------------------|
| Revenue Rounds                      | 5,807              | 6,516            | -10.9%           | 5,807            | 6,516            | -10.9%           |
| Barter Rounds                       | 309                | 343              | -9.9%            | 309              | 343              | -9.9%            |
| Season Pass Rounds                  | 774                | 1,078            | -28.2%           | 774              | 1,078            | -28.2%           |
| Comp Rounds                         | 27                 | 55               | -50.9%           | 27               | 55               | -50.9%           |
| Total All Rounds                    | 6,917              | 7,992            | -13.5%           | 6,917            | 7,992            | -13.5%           |
| Total Carts                         | 4,389              | 5,168            | -15.1%           | 4,389            | 5,168            | -15.1%           |
| Total Boards                        | 0                  | 3                | -100.0%          | 0                | 3                | -100.0%          |
| Total Golf ID Cards                 | 33                 | 73               | -54.8%           | 33               | 73               | -54.8%           |
| Total Season Passes                 | 0                  | 0                | 0.0%             | 0                | 0                | 0.0%             |
| Total Gift Cards                    | 17                 | 38               | -55.3%           | 17               | 38               | -55.3%           |
| Total GPS Ad Sales                  | 0                  | 0                | 0.0%             | 0                | 0                | 0.0%             |
| Total \$ Revenue Rounds             | \$201,907          | \$217,028        | -7.0%            | \$201,907        | \$217,028        | -7.0%            |
| Total Carts \$                      | \$72,468           | \$83,670         | -13.4%           | \$72,468         | \$83,670         | -13.4%           |
| Total Board \$                      | \$0                | \$66             | -100.0%          | \$0              | \$66             | -100.0%          |
| Total Golf ID Cards \$              | \$4,070            | \$7,460          | -45.4%           | \$4,070          | \$7,460          | -45.4%           |
| Total Season Pass \$                | \$0                | -\$725           | -100.0%          | \$0              | -\$725           | -100.0%          |
| Total Gift Cards \$                 | \$1,346            | \$3,105          | -56.7%           | \$1,346          | \$3,105          | -56.7%           |
| Total GPS Advertising \$            | \$0                | \$0              | 0.0%             | \$0              | \$0              | 0.0%             |
| Rain Chks/Gift Cards Redeemed       | -\$5,573           | -\$8,896         | -37.4%           | -\$5,573         | -\$8,896         | -37.4%           |
|                                     | <b>\$274,217</b>   | <b>\$301,708</b> | <b>-9.1%</b>     | <b>\$274,217</b> | <b>\$301,708</b> | <b>-9.1%</b>     |
| \$ Revenue/Revenue Round            | <b>\$34.77</b>     | <b>\$33.31</b>   | 4.4%             | <b>\$34.77</b>   | <b>\$33.31</b>   | 4.4%             |
| Carts/Revenue Round                 | <b>75.6%</b>       | <b>79.3%</b>     | -4.7%            | <b>75.6%</b>     | <b>79.3%</b>     | -4.7%            |
| Cart \$/Revenue Round               | <b>\$12.48</b>     | <b>\$12.84</b>   | -2.8%            | <b>\$12.48</b>   | <b>\$12.84</b>   | -2.8%            |
| Cart \$/Cart Round                  | <b>\$16.51</b>     | <b>\$16.19</b>   | 2.0%             | <b>\$16.51</b>   | <b>\$16.19</b>   | 2.0%             |
| Board \$/Board Round                | <b>\$0.00</b>      | <b>\$22.00</b>   | -100.0%          | <b>\$0.00</b>    | <b>\$22.00</b>   | -100.0%          |
| ID Card \$/Card                     | <b>\$123.33</b>    | <b>\$102.19</b>  | 20.7%            | <b>\$123.33</b>  | <b>\$102.19</b>  | 20.7%            |
| Resident Adult 18 Rounds            | 1,119              | 1,353            | -17.3%           | 1,119            | 1,353            | -17.3%           |
| Resident Senior 18 Rounds           | 876                | 1,104            | -20.7%           | 876              | 1,104            | -20.7%           |
| Junior/Golf Team 18 Rounds          | 227                | 227              | 0.0%             | 227              | 227              | 0.0%             |
| Golf League 18 Rounds               | 44                 | 63               | -30.2%           | 44               | 63               | -30.2%           |
| Employee 18 Rounds                  | 116                | 62               | 87.1%            | 116              | 62               | 87.1%            |
| Non Resident 18 Rounds              | 3,160              | 3,442            | -8.2%            | 3,160            | 3,442            | -8.2%            |
| Total 9 Hole Rounds                 | 265                | 265              | 0.0%             | 265              | 265              | 0.0%             |
| <b>Total Revenue Rounds</b>         | <b>5,807</b>       | <b>6,516</b>     | <b>-10.9%</b>    | <b>5,807</b>     | <b>6,516</b>     | <b>-10.9%</b>    |
| Resident Adult 18 Rounds \$         | \$38,928           | \$44,948         | -13.4%           | \$38,928         | \$44,948         | -13.4%           |
| Resident Senior 18 Rounds \$        | \$24,249           | \$29,009         | -16.4%           | \$24,249         | \$29,009         | -16.4%           |
| Junior/Golf Team 18 Rounds \$       | \$4,435            | \$4,510          | -1.7%            | \$4,435          | \$4,510          | -1.7%            |
| Golf League 18 Rounds               | \$880              | \$700            | 25.7%            | \$880            | \$700            | 25.7%            |
| Employee 18 Rounds \$               | \$804              | \$434            | 85.3%            | \$804            | \$434            | 85.3%            |
| Non Resident 18 Rounds \$           | \$126,470          | \$131,925        | -4.1%            | \$126,470        | \$131,925        | -4.1%            |
| Total 9 Hole Rounds \$              | \$6,141            | \$5,503          | 11.6%            | \$6,141          | \$5,503          | 11.6%            |
| <b>Total \$ Revenue Rounds</b>      | <b>201,907</b>     | <b>217,028</b>   | <b>-7.0%</b>     | <b>201,907</b>   | <b>217,028</b>   | <b>-7.0%</b>     |
| Senior Non-Resident ID              | 2                  | 3                | -33.3%           | 2                | 3                | -33.3%           |
| Adult Non-Resident ID               | 1                  | 2                | -50.0%           | 1                | 2                | -50.0%           |
| Family ID                           | 0                  | 0                | 0.0%             | 0                | 0                | 0.0%             |
| <b>Total Non-Resident ID's</b>      | <b>3</b>           | <b>5</b>         | <b>-40.0%</b>    | <b>3</b>         | <b>5</b>         | <b>-40.0%</b>    |
| GolfNow/TeeOff Rounds               | 303                | 413              | -26.6%           | 303              | 413              | -26.6%           |
| GolfNow/TeeOff Dollars              | \$12,231           | \$17,282         | -29.2%           | \$12,231         | \$17,282         | -29.2%           |
| Dollars/Round                       | \$40.36            | \$41.85          | -3.5%            | \$40.36          | \$41.85          | -3.5%            |
| <b>City of Norwalk debt paydown</b> | <b>\$11,904.35</b> |                  |                  |                  |                  |                  |

**OAK HILLS SALES ANALYSIS JULY 2021 CALENDAR**

| <u>Description</u>             | <u>Jul-21</u>    | <u>Jul-20</u>    | <u>Inc/(Dec)</u> | <u>YTD 2021</u>    | <u>YTD 2020</u>  | <u>Inc/(Dec)</u> |
|--------------------------------|------------------|------------------|------------------|--------------------|------------------|------------------|
| Revenue Rounds                 | 5,807            | 6,516            | -10.9%           | 22,931             | 17,050           | 34.5%            |
| Barter Rounds                  | 309              | 343              | -9.9%            | 1,362              | 791              | 72.2%            |
| Season Pass Rounds             | 774              | 1,078            | -28.2%           | 3,565              | 2,691            | 32.5%            |
| Comp Rounds                    | <u>27</u>        | <u>55</u>        | <u>-50.9%</u>    | <u>83</u>          | <u>89</u>        | <u>-6.7%</u>     |
| Total All Rounds               | 6,917            | 7,992            | -13.5%           | 27,941             | 20,621           | 35.5%            |
| Total Carts                    | 4,389            | 5,168            | -15.1%           | 14,888             | 11,185           | 33.1%            |
| Total Boards                   | 0                | 3                | -100.0%          | 2                  | 3                | -33.3%           |
| Total Golf ID Cards            | 33               | 73               | -54.8%           | 1,114              | 1,169            | -4.7%            |
| Total Season Passes            | 0                | 0                | 0.0%             | 37                 | 88               | -58.0%           |
| Total Gift Cards               | 17               | 38               | -55.3%           | 131                | 118              | 11.0%            |
| Total GPS Ad Sales             | 0                | 0                | 0.0%             | 0                  | 7                | -100.0%          |
| Total \$ Revenue Rounds        | \$201,907        | \$217,028        | -7.0%            | \$801,951          | \$570,715        | 40.5%            |
| Total Carts \$                 | \$72,468         | \$83,670         | -13.4%           | \$241,510          | \$185,707        | 30.0%            |
| Total Board \$                 | \$0              | \$66             | -100.0%          | \$42               | \$66             | -36.4%           |
| Total Golf ID Cards \$         | \$4,070          | \$7,460          | -45.4%           | \$138,301          | \$119,218        | 16.0%            |
| Total Season Pass \$           | \$0              | -\$725           | -100.0%          | \$74,300           | \$106,320        | -30.1%           |
| Total Gift Cards \$            | \$1,346          | \$3,105          | -56.7%           | \$10,230           | \$11,010         | -7.1%            |
| Total GPS Advertising \$       | \$0              | \$0              | 0.0%             | 0                  | \$1,475          | -100.0%          |
| Rain Chks/Gift Cards Redeemed  | -\$5,573         | -\$8,896         | -37.4%           | -\$16,608          | -\$17,080        | -2.8%            |
|                                | <b>\$274,217</b> | <b>\$301,708</b> | <b>-9.1%</b>     | <b>\$1,249,726</b> | <b>\$977,431</b> | <b>27.9%</b>     |
| \$ Revenue/Revenue Round       | <b>\$34.77</b>   | <b>\$33.31</b>   | 4.4%             | <b>\$34.97</b>     | <b>\$33.47</b>   | 4.5%             |
| Carts/Revenue Round            | <b>75.6%</b>     | <b>\$0.79</b>    | -4.7%            | <b>64.9%</b>       | <b>65.6%</b>     | -1.0%            |
| Cart \$/Revenue Round          | <b>\$12.48</b>   | <b>\$12.84</b>   | -2.8%            | <b>\$10.53</b>     | <b>\$10.89</b>   | -3.3%            |
| Cart \$/Cart Round             | <b>\$16.51</b>   | <b>\$16.19</b>   | 2.0%             | <b>\$16.22</b>     | <b>\$16.60</b>   | -2.3%            |
| Board \$/Board Round           | <b>\$0.00</b>    | <b>\$22.00</b>   | -100.0%          | <b>\$21.00</b>     | <b>\$22.00</b>   | -4.5%            |
| ID Card \$/Card                | <b>\$123.33</b>  | <b>\$102.19</b>  | 20.7%            | <b>\$124.15</b>    | <b>\$101.98</b>  | 21.7%            |
| Resident Adult 18 Rounds       | 1,119            | 1,353            | -17.3%           | 4,642              | 4,655            | -0.3%            |
| Resident Senior 18 Rounds      | 876              | 1,104            | -20.7%           | 3,661              | 2,864            | 27.8%            |
| Junior/Golf Team 18 Rounds     | 227              | 227              | 0.0%             | 843                | 669              | 26.0%            |
| Golf League 18 Rounds          | 44               | 63               | -30.2%           | 121                | 63               | 92.1%            |
| Empl 18 Rounds                 | 116              | 62               | 87.1%            | 341                | 193              | 76.7%            |
| Non Resident 18 Rounds         | 3,160            | 3,442            | -8.2%            | 12,491             | 8,152            | 53.2%            |
| Total 9 Hole Rounds            | 265              | 265              | 0.0%             | 832                | 454              | 83.3%            |
| <b>Total Revenue Rounds</b>    | <b>5,807</b>     | <b>6,516</b>     | <b>-10.9%</b>    | <b>22,931</b>      | <b>17,050</b>    | <b>34.5%</b>     |
| Resident Adult 18 Rounds \$    | \$38,928         | \$44,948         | -13.4%           | \$157,775          | \$148,210        | 6.5%             |
| Resident Senior 18 Rounds \$   | \$24,249         | \$29,009         | -16.4%           | \$99,533           | \$77,032         | 29.2%            |
| Junior/Golf Team 18 Rounds \$  | \$4,435          | \$4,510          | -1.7%            | \$14,515           | \$13,198         | 10.0%            |
| Golf League 18 Rounds          | \$880            | \$700            | 25.7%            | \$2,423            | \$700            | 246.1%           |
| Empl 18 Rounds \$              | \$804            | \$434            | 85.3%            | \$2,354            | \$1,288          | 82.8%            |
| Non Resident 18 Rounds \$      | \$126,470        | \$131,925        | -4.1%            | \$505,763          | \$321,127        | 57.5%            |
| Total 9 Hole Rounds \$         | \$6,141          | \$5,503          | 11.6%            | \$19,588           | \$9,161          | 113.8%           |
| <b>Total \$ Revenue Rounds</b> | <b>201,907</b>   | <b>217,028</b>   | <b>-7.0%</b>     | <b>801,951</b>     | <b>570,715</b>   | <b>40.5%</b>     |
| SR NONRES DISC                 | 2                | 3                | -33.3%           | 72                 | 68               | 5.9%             |
| NONRES DISCOUNT                | 1                | 2                | -50.0%           | 75                 | 77               | -2.6%            |
| FAMILY REG                     | 0                | 0                | 0.0%             | 0                  | 0                | 0.0%             |
| <b>Total Non-Resident ID's</b> | <b>3</b>         | <b>5</b>         | <b>-40.0%</b>    | <b>147</b>         | <b>145</b>       | <b>1.4%</b>      |
| GolfNow Rounds                 | 303              | 413              | -26.6%           | 1166               | 1237             | -5.7%            |
| GolfNow Dollars                | \$12,231         | \$17,282         | -29.2%           | \$44,403           | \$53,396         | -16.8%           |
| Dollars/Round                  | \$40.36          | \$41.85          | -3.5%            | \$38.08            | \$43.17          | -11.8%           |

THIRD AMENDMENT TO AGREEMENT  
BY AND BETWEEN  
CITY OF NORWALK  
AND  
ADVANCED CORPORATE NETWORKING, INC.

THIS THIRD AMENDMENT TO AGREEMENT (the "Extension"), entered into as of this      day of                     , 2021 (the "Effective Date"), by and between the CITY OF NORWALK (the "City"), acting herein by its Mayor, Harry R. Rifling, duly authorized, and ADVANCED CORPORATE NETWORKING, INC., d/b/a Digital Back Office ("ACN") acting herein by Catherine D. Gunther, its Vice President, duly authorized (the City and ACN hereinafter referred to collectively as the "Parties").

WHEREAS, the City and ACN entered into a written Agreement for Consultant Services dated May 12, 2016 (the "Agreement"), and

WHEREAS, on even date herewith, the Parties extended the term of the Agreement until September 30, 2025; and

WHEREAS, the City, through its                     , authorized the addition of one new location for ACN services; and

NOW, THEREFORE, in consideration of the mutual covenants and agreements herein contained, the Parties agree as follows:

1. The Parties agree to the addition of One (1) 10 GIGE Managed Optical Ethernet Services at the following service location:

CIRCUIT ONE — City Hall, 125 East Avenue to 1 Park Street  
MONTHLY RECURRING FEE: \$1,536.00

2. Except as expressly provided in this Amendment, all of the terms and provisions of the Agreement are and will remain in full force and effect and are hereby ratified and confirmed by the Parties.

3. This Amendment may be executed and delivered via facsimile or electronic mail by either of the Parties and the receiving party may rely on the receipt of such document so executed and delivered via facsimile or electronically as if the original had been received.

Dated at Norwalk, Connecticut, this \_\_\_\_ day of \_\_\_\_\_, 2021.

Signed, Sealed and Delivered  
in the Presence of:

CITY OF NORWALK

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Witness

Harry W. Rifling  
Its Mayor  
Duly Authorized

Date signed:\_\_\_\_\_

Signed, Sealed and Delivered  
in the Presence of:

\_\_\_\_\_  
Witness

By:

Date signed:

APPROVED AS TO FORM:  
OFFICE OF CORPORATION COUNSEL

APPROVED AS TO  
AVAIL &ILITY OF FUNDS:

By:\_\_\_\_\_  
Darin L. Callahan  
Assistant Corporation Counsel

By:\_\_\_\_\_  
Comptroller

Date:\_\_\_\_J\_\_\_\_% “\_\_\_\_ I\_\_\_\_

To: Members of the Finance Committee

From: AC Albe Bassett, Fire Department

Subject: Capital Budget for Fire Department Records Management project

Date: July 30, 2021

Re: Replace Firehouse Software with ESO

Our current records management system (RMS) (Firehouse Software) has come to the end of its service life and will no longer be supported. The fire department maintains incident, inspection, inventory, and staff data on the RMS. The search for a new software has been active for a few years. The primary factors we evaluated in software packages was the transfer of current data, system security, operational ease, and analytical capabilities. Three software packages were evaluated ESO, Emergency Reporting, and ESRI.

ESO was chosen because they are the company that originally acquired Firehouse Software and have been managing it. ESO can migrate the data the most efficiently. Our needed data will be able to be accessed and any archived data can be found by their technical support. The users of the software will be able to quickly learn the new software with minimal training. The selected software modules will provide the same level of data we are currently using, and the analytics are more user friendly.

The action requested:

Authorize the Mayor, Harry W. Rilling, to execute any and all Agreements and other documents with ESO, for the licensing purchase for three years and on-boarding of records management software for the fire department on a sole source procurement basis, for the contract amount not to exceed \$58,665.15 from account # 09221370-5777-C0375



## MEMORANDUM

September 1, 2021

To: Finance Committee of the Common Council and  
Common Council

From: Henry Dachowitz  
Chief Finance Officer

Subject: 4083 City of Norwalk Police Department Extra Duty Management System

---

Early this year, at the request of the City of Norwalk Police Department, the City of Norwalk Purchasing Department issued an RFP seeking proposals from qualified vendors for the automation, software implementation and management of the Police Extra Duty Services. The following firms submitted proposals:

RollKall Technologies LLC  
Extra Duty Solutions  
Off Duty Management Inc  
PowerDetails LLC

The Selection Committee consisted of Police Chief Kulhawik, Deputy Chief Zecca, various representation from the Police Union, Mickey Docimo, Joyce Liu, Anthony Mathieu, Personnel Director Ray Burney and the Chief Finance Officer.

The Selection Committee reviewed the submitted four proposals and developed a short-list of three respondents to be interviewed. The IT team (Joyce and Anthony) also conducted a separate in-depth IT Security Review on the shorted listed respondents. Following the IT debrief on the IT Security Review and much discussion, the Selection Committee has recommended to award this project to RollKall Technologies, LLC.

The cost of this engagement as proposed by RollKall Technologies, LLC is a percentage of the extra work that the vendor process.

**Agenda Language:**

Authorize the Mayor, Harry W. Rilling, to execute agreement with RollKall Technologies, LLC for project 4083 City of Norwalk Police Department Extra Duty Management System.