FINANCE/CLAIMS COMMITTEE MEETING
Thursday, June 9, 2022, 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.

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 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 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: 874 9084 0474 Password: 377930

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:

   May 12, 2022 – Regular Meeting
5. Claims Committee: receive the monthly Claims Report; review and approve claims as required for Claims Report dated: June 9, 2022
6. Narrative on Tax Collections dated June 2022 – Receive Report and discuss.
7. Monthly Tax Collector's Reports dated May 2022– Receive Report and discuss.
8. Receive Oak Hills Authority Monthly Financial Statements for April 2022.
9. A. Authorize the Mayor to execute the LEASE-NASPO-Purchase Order (State of CT Contract number 16PSX0180 / NASPO Contract number ADSP016-169901) with Quadient Inc for a sixty (60) month lease, a total amount not to exceed $20,247. Funding available from account 011362-5294
9. B. Authorize the Purchasing Department to issue change orders on the contract for a total not to exceed $ 2,025. Funding available from account 011362-5294
10. Authorize the Mayor, Harry W. Rilling, to execute agreement with Clifton Larson Allen, LLP (CLA) for addition work related to GASB 87 implementation. A total amount not to exceed $70,000 account 011310-5258.

10. Adjournment

-

CITY OF NORWALK
FINANCE/CLAIMS COMMITTEE
REGULAR MEETING
MAY 12, 2022

ATTENDANCE: Greg Burnett, Chair; Nora Niedzielski-Eichner, David Heuvelman, Tom Keegan, Diana Revolus, Jenn McMurrer, John Kydes (arrived 7:30 pm

STAFF: Lisa Biagiarelli, Tax Collector; Henry Dachowitz, Chief Finance Officer

OTHER: Carl Dickens, Oak Hills Authority; Bill Lindsay, Munistat

CALL TO ORDER

There was a quorum present.

PUBLIC PARTICIPATION

There was no participation by members of the public.

APPROVE THE MINUTES OF APRIL 14, 2022, REGULAR MEETING

**** MS. MCMURRER MOVED APPROVAL OF THE MINUTES OF APRIL 14, 2022, AS SUBMITTED.**
**** THE MOTION PASSED UNANIMOUSLY.**

Chair Burnett proceeded to combine discussion of the Claims Reports Item numbers 5, thru 7 to the Committee for

Item 5 -Monthly Claims Report of May 12, 2022

Item 6 -Narrative on Tax Collections dated May 9, 2022

Item 7 -Monthly Tax Collector's Report dated April 2022

-

and were presented by Lisa Biagiarelli, Tax Collector

Narrative on Tax

The May report was viewed on slides submitted with the agenda. No claims over $10,000 were listed. If there are no claims in excess of $10,000 the item is for information purposes only. No action was required by the Committee.

Ms. Biagiarelli, moved on to the levy that were reduced to 98.9%. This is neither good or bad but is neutral. In April and May will be the time to wrap up of tax levies. A garnishment is put against payroll deductions for employees who are delinquent on paying their taxes. There are bank and payroll garnishments that will be used to collect delinquent taxes. The tax rates for the coming year have been set for next year by the Board of Estimate and Taxation. The rates have been put into the software now to produce upcoming bills. The tax bills will go out in mid-June (15th to 20th). Taxpayers have until August to pay their taxes.

The work on the 2021 tax sale was completed. There were 248 properties of which four were sold and one went to the City as there were no bids on it. Taxes collected amounted to $9.5M on this process which started in 2019 and expired in mid-April of 2020.

Mr. Heuvelman asked about staffing issues in her department She has 8 employees, but only 6 out of the 8 are on premises, one is working from home at this time.

Mr. Heuvelman asked if this will be changing in June?

Ms. Biagiarelli said there is a timing issue. She mentioned that the elderly have a different time table for paying their taxes. She also stated how taxes for all citizens are being prepared and she is responsible the flow of the process along with her staff.

Mr. Heuvelman thanked Ms. Biagiarelli for efforts.

Mr. Dachowitz stated that there are some issues in the Tax Assessors office. Bills are anticipated to go by June 15 with the current resignations in the department. This is caused because of COVID and juggling schedules in the office.

Mr. Heuvelman asked about resignations in the Assessor’s office.

-

Mr. Dachowitz stated that there was a key resignation in this office and the Tax Assessor is aware of it. There are limitations in the office due to COVID, however it is anticipated that the bills be out by June 30, it is not a question of legal compliance, but a choice by the department to have the bills out in the mail by June 30. There are limitations with some resources.

Mr. Heuvelman asked far behind is the office with resignations from a staffing point?

Mr. Dachowitz commented the department might be one week behind from last few years, however it is not a big issue.

Mr. Heuvelman asked how understaffed is the Assessor's office now?

Mr. Dachowitz responded there are people with health issues, and we are coordinating with people who are not in the office. It is a juggling act currently.

Ms. Eichner noted over payments for Corlogic and Lorretta LLC. do they process their payments all at once or is just for this month?

Ms. Biagiarelli explained that these companies are tax services. They are the middleman between lenders and municipalities. They collect data, payments, and remittances on behalf of mortgage holders and submit to us. In some cases, they have laid out money themselves. Corlogic is the largest service and when they submit to information there is a large amount of money.

Ms. Eichner asked who controls property that goes to the city?

Ms. Biagiarelli stated the city owns multiple properties. It does not go through her department after the city takes ownership. She stated that there may be a surplus property auction or sale of a collection of properties in the future through the Purchasing Department or Corporation Council offices.

Chair Burnett complimented Ms. Biagiarelli for her departments' hard work.

Chair Burnett moved on to a report on Oak Hills Authority from Mr. Carl Dickens via phone line.

Oak Hills Authority

Mr. Dickens stated that there will be a need for rain which has impacted income of late.

There is $225,000 in the bank after paying off lines of credit. It looks like we are below budget due to weather, however, it appears to seem to be passing. These funds remain

-

after paying off the cart path in full. The line of credit is in full tack and it will not need to be touched. Currently under performing by about $24K against the budget. It is anticipated that the budget will be met. The monies owed to the City is anticipated being paid back in July of $172,000

The POS system for reserving tee time with Golf Now system which is being worked through. Reservations can be made by calling or going online. The restaurant is now open. Due to weather conditions the service has been off and on. He foresees good for the golf course this season. He commented that it looks like a good year ahead.

A slide presentation was revealed. On Sunday, May 22 from 3- 5 p.m. will be an event hosted by the 501 3C. It is in hoor of the founders of Tennis Friends of the late Art Goldblatt. There will be a silent auction.

There will be a change in staff assignments as Mike DePalma will no longer be Chair, he will be replaced by Joe Andrasco as Chairperson; Vice Chair will be Al Dutton with a two-year term; Jennifer will be the finance person after next meeting when they will be sworn in. They will take office as of July 2022.

He asked Ms. Revolus if she received information about community involvement.

She responded she has not been contacted at this time.

Mr. Dickens will contact Paul to remind him to contact Ms. Revolus.

Chair Burnett appreciated the Oak Hill Update. He promised to forward a copy of the flyer to the Council on May 22 Event.

Receive Board of Estimate and Taxation May 2, 2022, Resolution

RESOLUTION, MAKING APPROPRIATIONS for various Public Improvements aggregating $38,983,540 for the FY 2022-23 Capital Budget and authorizing the issuance of $38,983,540 General Obligation Bonds of the City to meet certain Appropriations in the FY 2022-23 Capital Budget.

**** MR. HEUVELMAN MOVED TO REVIEW THIS BONDING REQUEST OF MAY 2, 2022**

-

Mr. Dachowitz and Mr. Ellis proceeded to discuss the bonding request.

Mr. Dachowitz, CFO, spoke about the appropriation process of issuing bonds. Borrowed money must be spent within 2 to 4 years, it cannot be held and used 10 years later. This is this year's appropriation of $39M. It has been presented and approved by the Council. This is the final step in the process.

Bonds are issued for capital projects. This allows him to issue bonds based on cash flow not on time of approval. Mr. Dachowitz and Chitsamay Lam meet with department heads to gather information quarterly. They are asked to estimate on a quarterly basis expenditures not to incur IRS tax issues. Now that it has passed Council he was asking for approval of this Committee to proceed to acquire this bonds. He explained that a calendar is developed to see what monies needs to be acquired. He also mentioned looking at the acceleration of interest rates this request is being made by Estimate and Taxation. This item will also be addressed in the Update on City Debt Service.

Mr. Burnett asked whether Mr. D would be going out to obtain bond money.

Mr. D stated that there are projects that are placed on the calendar and compare the cost and usage time to see how they fall within the requirements for using this money.

Chair Burnett stated that there is backup detail in the packet on the project by department and each project underneath.

**** CHAIR BURNETT ASKED FOR APPROVAL TO MOVE THE RESOLUTION AS SUBMITTED TO THE FULL
COUNCIL AT THE TUESDAY, MAY 24TH COUNCIL MEETING.**

**** MOTION PASSED UNANIMOUSLY.**

Update on the City Debt Service

Mr. Dachowitz and Bill Lindsay, Munistat presented a slide segment and explained Norwalk's current position.

Mr. Dachowitz started by explained the definition of the term city debt.

He proceeded to display the chart entitled Debt Service and explained the meaning of figures shown. This chart is part of the packet prepared for this meeting for all attendants He stated that debt service is the technical term for operating expense when

-

payments are made on principal and interest on bonds. This could be a 15 or 30-year term. The interest payment is based on the interest rate at which we borrowed times that principal amount.

Mr. Dachowitz moved to the second slide on Bond Series showing the numbers for 2022. TIC means true interest cost. He said that interest is climbing frequently and this affects the debt service for Norwalk. Norwalk is among the few cities that has a three Star Bond Rating.

Mr. Linndsay commented on the increase of basis points since January 2022. Inflation is causing concern of interest rates over the next 18 months.

Ms. Revolus commented that she appreciated the narrative for Norwalk residents.

Mr. Dachowitz spoke about the non-taxable bond market compared to last year. He said borrowing on a taxable basis, the money can be banked with no restriction on the interest earned. The gentlemen were creative for Norwalk.

Ms. Nora asked about the information that Norwalk will be receiving 60% reimbursement rate on borrowed funds. What impact will this have on capital funds for Norwalk.

Mr. Dachowitz commented on 4% that affects Norwalk with regard to losses during 2008 thru 2011. He spoke to the work by Senator Burr. He said the real issue that the numbers keep going up on the tax side. Our tax rates have to go up

Ms. Nora stated that is a dark picture but it is good to have a real one.

Mr. Heuvelman asked about the $20M is there a list of the projects and the year they were passed in?

Mr. Dachowitz did cover that with Chair Burnett. But he will distribute the information again.

Mr. Heuvelman asked is there a list of the money and projects for this bonding in the resolution

Mr. Dachowitz said this has been done project by project with each manager and the managers have begun to think in this way.

Mr. Dachowitz will present the quarter-by-quarter process and show a chart in this regard.

Chair Burnett mentioned this item was reviewed line-by-line in January.

-

Mr. Heuvelman if there could be an updated chart on how this current resolution for bonding will relate to current projects.

It was agreed one will be developed.

Mr. Heuvelman asked whether the trend would continue over the next few years.

Mr. Lindsay asked whether he was looking at the inflationary trend over a 15 or 30 year trend.

Mr Heuvelman ask will this trend continue until July.

Mr. Lindsay said that if the rates continue to increase, we will not know what we will see in late summer early fall.

Mr. Heuvelman concern is how these increases will affect us in next few months.

Mr. Lindsay commented that that is an open situation as increases come from the treasury. There have been a few days without rate increases.

Mr. Heuvelman finished by saying his concern as these trends continue what will the long term effect be.

Ms. McMurrer asked if there is a scrub list of improvements that could be removed or not done at all. What about cutting the capital improvement list and what should be.

Mr. Dachowitz feels a scrub list would be great some projects could be eliminated, removed or toned down. Possibly put off to the future when debt will have been paid down and there is more availability to borrow.He has been concerned in this area. He has found that elected officials do not like to go back on approved projects

Ms. Revolus agreed, how does this affect our residents, tenants, homeowners, and others.

Chair Burnett asked what steps can be taken care for our Triple A Bond rating?

Mr. Dachowitz stated contractual dollars and salary cost for employees is one area. BOA is a separate issue, it is an expense issue. Capital budget is an area where we will need to borrow for on projects. He asked Mr. Linsay for his input.

Mr. Lindsay said that the pressure is on rating is on the debt. It is larger than what the city has done historically. As the debt load goes up some will be less conservative in their budgeting and there is no replenishing of fund balances and one starts eating into the reserve budgets will not help, affecting the bond rate. Maintaining its current position with the largest rainey day fund in CT.

-

Mr. Dachowitz said that Norwalk had the best "rainy day budget" which the bond investors look at. There are states are having trouble with their pension plans. Norwalk has had four plans funded up to 90-100%. It can slide back some but is in the top five percent in the country.

Mr. Heuvelman if we become a Double A rated city are we talking about multi basis points in the numbers.

Mr. Lindsay said a double A rated position would be two notches equaling 15 basis point -30 points today for the scenario.

Chair Burnett asked for updated project list by next meeting.

Mr. Dachowitz said they have ongoing information and can present what is anticipated for the next four quarters. It is going to be project by project by department. It will be circulated to the committee.

Chair Burnett suggested once that information is reviewed then dialog can begin on how to be in a better position with suggestions regarding these projects and possibly changing position when we are in a better financial position.

Mr. Dachowitz stated that there is not an updated list on the $20M historical. The update chart can give the projections on that project list. This can be distributed quickly.

Chair Burnett asked for any other questions on debt services.

He proposed conversation on these items going forward for the next meeting.

Ms. Eichner asked if projections are available for the schools' capital 25-year projection plan. Do you have schedules for the plan/project for each year if practiced.

Mr. Dachowitz replied that Tom Hamilton, former CFO, presented that schedule six to 10 months ago in a calendar format and I can forward that to you.

Ms. Eichner thanked Mr. Dachowitz for the information.

Chair Burnett commented that the next meeting items discussed and suggestions made tonight can be considered.

-

ADJOURN

**** MS. REVOLUS MOVED TO ADJOURN.**

**** MOTION PASSED UNANIMOUSLY.**

The meeting was adjourned at 8:40 p.m.

Respectfully submitted,

Alvina LR Decker

Telesco Secretarial Services

ITEM #5

AGENDA

JUNE 9th 2022

CLAIMS COMMITTEE MEETING

REFUNDS PROCESSED CLAIMS COMMITTEE **APPROVED BY TAX COLLECTOR**

PAY TO:	BILL No & AMOUNT REFUNDED		REASON

MOTOR VEHICLE

ACAR LEASING LTD	20-MV-300468	$463.04	PRORATION
ACAR LEASING LTD	20-MV-400084	$153.43	PRORATION
CCAP AUTO LEASE LTD	20-MV-402613	$255.86	PRORATION
DANCY TYRONE	19-MV-316128	$20.24	PRORATION
DOUGHERTY JUSTIN S	20-MV-404239	$21.21	PRORATION
EUCEDA HERRERA SILVIA ROSSANA	20-MV-404886	$37.74	PRORATION
FAIR TITLING TRUST	20-MV-320726	$323.10	PRORATION
FINANCIAL SER VEH TRUST	20-MV-405189	$109.22	PRORATION
FINANCIAL SER VEH TRUST	20-MV-321732	$171.56	PRORATION
FINANCIAL SER VEH TRUST	20-MV-321779	$584.36	PRORATION
FORTINI JAMES	20-MV-323860	$38.92	PRORATION
JEANNOT CATHERINE	20-MV-332560	$405.76	PRORATION
LOAFMAN NICHOLAS	20-MV-338597	$50.05	PRORATION
MAHON TIMOTHY J	20-MV-409821	$28.37	PRORATION
MECZNIKOWSKI KRZYSZTOF	20-MV-345493	$259.47	PRORATION
	20-MV-343569	$209.00	PRORATION
MIRANDA-CAMPOS MAURICIO E	20-MV-343965	$197.90	PRORATION
	20-MV-343966	$107.81	PRORATION
MIROSANU CARMEN	20-MV-343989	$206.49	PRORATION
MORALES JOSE I	19-MV-348616	$296.69	PRORATION
	20-MV-344876	$269.09	PRORATION
MURALLES MARIO R	18-MV-347125	$60.35	PRORATION

AGENDA

JUNE 9th 2022

CLAIMS COMMITTEE MEETING

REFUNDS PROCESSED CLAIMS COMMITTEE **APPROVED BY TAX COLLECTOR**

PAY TO:	BILL No & AMOUNT REFUNDED		REASON
NISSAN INFINITI LT LLC	20-MV-346912	$436.68	PRORATION
	20-MV-347315	$354.57	PRORATION
	20-MV-347386	$519.21	PRORATION
NISSAN INFINITI LT LLC	20-MV-346806	$354.57	PRORATION
	20-MV-346857	$265.94	PRORATION
	20-MV-347214	$210.74	PRORATION
ORTEGA-MUNOZ CAROLINA	20-MV-349016	$149.79	PRORATION
PALMA PEREZ ARLIN VANEZA	20-MV-412171	$80.03	PRORATION
PAULIN CHARLINE	20-MV-350536	$25.79	PRORATION
PEREZ-GENAO INGRID J	20-MV-351131	$115.98	PRORATION
PIERRE TOCSIN	20-MV-351725	$133.76	PRORATION
RYDER TRUCK RENTAL LT	20-MV-356820	$228.32	PRORATION
TOYOTA LEASE TRUST	20-MV-415697	$325.51	PRORATION
	20-MV-415710	$177.19	PRORATION
	20-MV-415736	$205.81	PRORATION
	20-MV-415742	$128.14	PRORATION
TOYOTA LEASE TRUST	20-MV-364258	$226.62	PRORATION
TOYOTA LEASE TRUST	20-MV-415699	$295.01	PRORATION

REAL ESTATE

CORELOGIC			
15 HILL ST			
1-47-8-0	20-RE-120240	$3,272.25	OVER/DUP PYMT

AGENDA

JUNE 9th 2022

CLAIMS COMMITTEE MEETING

REFUNDS PROCESSED CLAIMS COMMITTEE **APPROVED BY TAX COLLECTOR**

PAY TO:	BILL No & AMOUNT REFUNDED		REASON
CORELOGIC			
324 STRAWBERRY HILL UNIT A203			
5-17-98-A203	19-RE-106361	$1,241.99	PAID WNG PAR
CORELOGIC			
38 BIRCHSIDE DR			
5-46-305-0	20-RE-120291	$4895.92	DUP/OVER PYMT
PASTORE MARY ELLEN			
PINE POINT RD			
6-1A-1-377	20-RE-120776	$60.00	OVER PYMT

SPECIAL REQUESTS

2-5 WILTON AVENUE LLC			
2 WILTON AVE	19-RE-100157	$12,527.00	ADJ SEW USE
1-74-54-0	20-RE-100180	$12,897.00	ADJ SEW USE

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

To: Mayor Harry Rilling; Board of Estimate and Taxation; Finance & Claims Committee
From: Lisa Biagiarelli, Tax Collector
Date: June 6, 2022
Re: Narrative for May, 2022 Tax Collector's Report

As of the end of May, 2022, with only one more month remaining in the fiscal year, we collected more than $349 million against our $352 million adjusted levy, or **99.24%**. We collected **97.88%** of our sewer use levy, nearly $16 million, and **93.23%** of the Industrial Pretreatment Program (IPP) fee billing on behalf of the WPCA. Compared with the prior fiscal year, we ended the month of May slightly ahead of last year for collection of taxes (0.39%), slightly behind for sewer use (-0.37%), and ahead for the IPP fee (5.32%). Please note the continuing change in the actual collectible levy: between July 1, 2021 and the end of May 2022, that decrease now stands at more than $5.1 million (up from $4.7 million last month). This very significant decrease in our current collectible levy is primarily due to court settlements and stipulated judgments in court cases involving property tax appeals.

For prior years' collections, through the end of May 2022, we show a net collection of in excess of $5 million since the beginning of this fiscal year on July 1, 2021. This amount is approximately $1.3 million more than what we collected during the first ten months of the prior fiscal year, and is attributable to the tax sale held in October 2021. Our budgeted collection goals for both the fiscal year ending 2021, and the current fiscal year ending 2022, are predicated on the infusion of revenue generated by the tax sale. The tax sale site at City of Norwalk Tax Sale 2021 (arcgis.com) remains active online. Our next tax sale will be held in July 2022. We will begin work on that sale this fall after the summer collection cycle has concluded.

Since February 2022, we have been issuing alias tax warrants for selected accounts owing past due business personal property taxes. These are served by a state marshal. We are issuing approximately 25 warrants per month. We also continue to pursue our health permit initiative for business establishments owing back taxes that have been delinquent for at least one year. Additionally, we are still in the process of administering our semiannual wage garnishment for city and board of education employees who owe back taxes. 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.

The month of June is arguably one of our busiest months, as we close out the old year, and prepare for the beginning of the new year. My office has coordinated with the Assessor's Office and others to produce the new tax and sewer use billing that will be issued later this month to Norwalk taxpayers. Our mailing will be slightly later than usual this year, but we expect to mail bills by the end of June. The last day on which to pay these taxes without penalty will be Monday, August 1. Any taxpayer wishing to make payment now is welcome to do so in person at our office, even though bills have not yet been mailed. We hope to have bills available to pay online within the next ten days, and are working on the numerous other tasks that need to be completed prior to the bills being mailed. Taxpayers will again be able to pay in person at 11 participating Norwalk bank branches. Taxpayers paying online may choose to pay by electronic check; credit, debit or ATM card. Those paying in person can pay by check, money order or cash, or any of the cards mentioned above. We are again short staffed in our division, and will be for the foreseeable future. The Human Resources division is recruiting externally for the entry level cashier's position in our division. I will continue to update all stakeholders on our progress.

TAX COLLECTOR'S REPORT
MAY 2022

ITEM #7

FISCAL YEAR 2021-2022 (2020 GRAND LIST)	ORIGINAL LEVY	ADJ. TAX COLLECTIONS JUN 21 - MAY 22	COLLECTION %	CORRECTED LEVY*	CHANGE IN LEVY	COLLECTION %
AUTOMOBILE-REGULAR	$21,672,160.18	$20,190,916.20	93.17%	$21,326,638.82	($345,521.36)	94.67%
AUTOMOBILE-SUPPLEMENTAL	$4,219,965.63	$3,641,333.13	86.29%	$4,196,515.98	($23,449.65)	86.77%
PERSONAL PROPERTY	$22,966,731.64	$22,188,146.24	96.61%	$22,719,329.15	($247,402.49)	97.66%
REAL ESTATE	$308,716,745.40	$303,721,471.85	98.38%	$304,178,914.58	($4,537,830.82)	99.85%
TOTAL TAX	**$357,575,602.85**	**$349,741,867.42**	**97.81%**	**$352,421,398.53**	**($5,154,204.32)**	**99.24%**
SEWER USE	$16,488,685.00	$15,971,985.02	96.87%	$16,317,824.55	($170,860.45)	97.88%
IPP FEE	$187,000.00	$175,977.36	94.11%	$188,750.00	$1,750.00	93.23%

FISCAL YEAR 2020-2021 (2019 GRAND LIST)	ORIGINAL LEVY	JUN 20 - MAY 21				
AUTOMOBILE-REGULAR	$20,760,190.24	$19,426,331.33	93.57%	$20,428,914.50	($331,275.74)	95.09%
AUTOMOBILE-SUPPLEMENTAL	$2,974,458.75	$2,554,767.90	85.89%	$2,929,006.90	($45,451.85)	87.22%
PERSONAL PROPERTY	$20,000,411.00	$19,404,193.53	97.02%	$19,955,004.24	($45,406.76)	97.24%
REAL ESTATE	$310,928,205.46	$305,699,328.70	98.32%	$307,794,742.74	($3,133,462.72)	99.32%
TOTAL TAX	**$354,663,265.45**	**$347,084,621.46**	**97.86%**	**$351,107,668.38**	**($3,555,597.07)**	**98.85%**
SEWER USE	$16,883,967.00	$16,586,793.13	98.24%	$16,882,252.34	($1,714.66)	98.25%
IPP FEE	$200,500.00	$175,824.00	87.69%	$199,999.78	($500.22)	87.91%
TAX DIFFERENCE 2020 G.L. vs. 2019 G.L. INCREASE/(DECREASE)	$2,912,337.40	$2,657,245.96	-0.05%	$1,313,730.15	($1,598,607.25)	0.39%
SEWER DIFFERENCE 2020 G.L. vs. 2019 G.L. INCREASE/(DECREASE)	($395,282.00)	($614,808.11)	-1.37%	($564,427.79)	($169,145.79)	-0.37%
IPP DIFFERENCE 2020 G.L. vs. 2019 G.L. INCREASE/(DECREASE)	($13,500.00)	$153.36	6.41%	($11,249.78)	$2,250.22	5.32%

BACK TAXES COLLECTED	FISCAL YR 2020-2021 (JUL 21 - MAY 22)	FISCAL YR 2019-2020 (JUL 20 - MAY 21)	CUR YR vs.PRIOR YR INC/(DEC)
PRIOR TAXES	$2,204,197.50	$1,334,130.78	$870,066.72
PRIOR SEWER USE FEE	$249,680.44	$223,352.50	$26,327.94
PRIOR IPP FEE	$26,052.59	$11,669.66	$14,382.93
TOTAL PRIOR TAX, SEWER & IPP	**$2,479,930.53**	**$1,569,152.94**	**$910,777.59**
CURRENT INTEREST	$904,291.44	$940,591.09	($36,299.65)
PRIOR INTEREST	$1,168,782.57	$1,022,145.25	$146,637.32
SEWER USE FEE INTEREST	$107,330.11	$98,315.67	$9,014.44
IPP FEE INTEREST	$12,497.72	$7,274.51	$5,223.21
TOTAL INTEREST COLLECTED	**$2,192,901.84**	**$2,068,326.52**	**$124,575.32**
PRIOR LIEN FEE	$12,450.73	$12,844.36	($393.63)
CURRENT LIEN FEE	$6,087.34	$3,117.18	$2,970.16
TOTAL LIEN FEE COLLECTED	**$18,538.07**	**$15,961.54**	**$2,576.53**
MISC FEES COLLECTED**	**$382,503.84**	**$122,901.96**	**$259,601.88**
TOTAL PRIOR TAX, ALL INTEREST & ALL FEES	**$5,073,874.28**	**$3,776,342.96**	**$1,297,531.32**

* CORRECTED LEVY INCLUDING CERTIFICATES OF CORRECTION & SUSPENSE TRANSFERS

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

ITEM #8

Oak Hills Park Authority
April 2022 Financial Commentary

Operations Updates:

- Continuous cart path paving, a significant capital project included in the FY22 capital expense budget, is completed for the season. One small section by the 7th hole will be completed shortly.
- Both golf rounds and cart rounds continue to be up over budget year-to-date. We are, however, under budget on discount ID cards sold.
- We implemented a mandatory POS system upgrade on March 25th which presented temporary challenges to online reservations and reporting. Most customer-facing items have been resolved with improvements to reporting currently being addressed with the vendor.

YTD Financial Highlights:

- YTD net operating income was over budget by $111k and ended with $240k cash.
  - Revenue was over-budget by $46k thanks to a very strong April despite poor weather.
  - Expenses were $65k lower than budget mainly due to our cart fleet lease being reclassed as a capital lease. Effect is a $68k reduction on YTD expense so we are essentially flat year to date.
- OHPA made $84k in repayments to the City during this fiscal year to date, including the annual 1% of gross revenue payment (approx. $22k).

Other:

- The FY23 budget process is nearing completion and is expected to be approved in the June Authority meeting.
- The annual fiscal audit has been scheduled for the end of July as per usual.

Updated through ***4/30/2022***

Rest of Year

		Budget	Proj.	Variance	Var %	Comments
Sales	Revenue Rounds	9,916	10,500	584	5.9%	In line with ytd rounds
	Non-Revenue Rounds	1,886	1,886	-	0.0%	Projections are still in line with Budget
	Total Rounds	**11,802**	**12,386**	**584**	**4.9%**	
	Carts	6,723	7,000	277	4.1%	In line with ytd rounds
	ID Cards	255	315	60	23.5%	Projections are still in line with annual Budget

		Budget	Proj.	Variance	Var %	Comments
P&L	Golf Revenue	520,082	545,000	24,918	4.8%	With cart path paving complete and an operating restaurant, expect a slight uptick in revenue
	Tennis Revenue	16,800	16,800	-	0.0%	Projections are still in line with Budget
	Restaurant Revenue	13,500	13,500	-	0.0%	Projections are still in line with Budget
	Other Revenue	5,987	330	(5,657)	-94.5%	No movement on golf simulator nor new tenant for front entrance house
	Total Revenue	**556,369**	**575,630**	**19,261**	**3.5%**	
	Salaries	182,884	195,000	12,116	6.6%	Offset existing underspend on labor ytd
	Employee Benefits	26,266	26,266	-	0.0%	Projections are still in line with Budget
	Administrative	29,979	29,979	-	0.0%	Projections are still in line with Budget
	Debt Service & Insurance	16,935	16,935	-	0.0%	Projections are still in line with Budget
	Sales & Operations	3,674	3,674	-	0.0%	Projections are back in line with Budget
	Park Maintenance	45,662	60,000	14,338	31.4%	Some timing of Ag&Chem ytd; more spend will come throughout the spring
	Park Equipment	14,165	14,165	-	0.0%	Projections are still in line with Budget
	Carts	37,164	3,000	(34,164)	-91.9%	Renewed cart lease will be treated as a capital lease, expensed as Depreciation. No effect on cash
	Operating Expense	**356,729**	**349,019**	**(7,710)**	**-2.2%**	
	Uncategorized Exp/Rev					
	Operating Income	**199,640**	**226,611**	**26,971**	**13.5%**	
Balance Sheet	Capital Improvements	(10,000)	(11,000)	(1,000)	10.0%	Additional cart path paving on two holes expected prior to fiscal year-end
	Line of Credit Balance	-	-	-		We do not expect to borrow during the remainder of this fiscal year.
	Cash Balance	319,567	383,212	63,645	19.9%	

Updated through ***4/30/2022***

		Year To Date				
		Budget	Actuals	Variance	Var %	Comments
Sales	Revenue Rounds	25,455	26,936	1,481	5.8%	Higher than expected April rounds helped to bolster our lead over budget
	Non-Revenue Rounds	4,841	6,142	1,301	26.9%	Includes season passholder rounds
	Total Rounds	30,296	33,078	2,782	9.2%	
	Carts	17,258	17,957	699	4.1%	Rain and cool temps led to a slight drop in cart rounds but y-t-d we are still ahead of budget
	ID Cards	906	845	(61)	-6.7%	Course closure kept players away in Jan/Feb but we are continuing to close the gap since we opened

		Budget	Actuals	Variance	Var %	Comments
P&L	Golf Revenue	1,361,443	1,442,547	81,104	6.0%	Driven mostly by greens fees
	Tennis Revenue	24,000	24,000	-	0.0%	
	Restaurant Revenue	16,500	16,863	363	2.2%	Revenue to be booked and received quarterly
	Other Revenue	41,413	6,428	(34,985)	-84.5%	Budget includes $27k for golf simulator not purchased; tenant rental income ended in Aug'21
	Total Revenue	**1,443,356**	**1,489,838**	**46,482**	3.2%	
	Management Salary	175,508	177,906	2,398	1.4%	
	Operations Salary	153,271	147,272	(5,999)	-3.9%	Above budget revenues while keeping labor costs under budget. Actuals likely to catch up by end of year
	Maintenance Salary	368,594	361,713	(6,881)	-1.9%	Above budget revenues while keeping labor costs under budget. Actuals likely to catch up by end of year
	Employee Benefits	125,334	120,859	(4,475)	-3.6%	Payroll taxes and health insurance premiums are slightly under budget
	Administrative	148,593	158,316	9,723	6.5%	Driven by timing of some utilities and cc fees. Should be much closer to budget by end of year
	Interest & Insurance	77,787	75,201	(2,586)	-3.3%	
	Sales & Operations	13,326	38,793	25,467	191.1%	Fridge/freezer/electrical repairs in Clubhouse not budgeted for
	Park Maintenance	170,038	148,269	(21,769)	-12.8%	Water ($15k) and Ag&Chem ($6k) lower than expected
	Park Equipment	54,835	62,649	7,814	14.3%	Driven by excess equipment maintenance in lieu of purchasing new equip at higher costs
	Carts	84,495	15,814	(68,681)	-81.3%	New cart lease treated as capital lease (added to fixed assets) rather than operating as assumed in budget
	Operating Expense	**1,371,781**	**1,306,792**	**(64,989)**	**-4.7%**	
	Operating Income	**71,575**	**183,046**	**111,471**	**155.7%**	
Balance Sheet	Capital Improvements	(269,398)	(277,606)	(8,208)	3.0%	Restaurant construction / improvements; cart path paving project; stone house upgrades
	Line of Credit Balance	-	-	-		
	Cash Balance	161,598	240,299	78,701	48.7%	Over-budget op income plus several expenses not paid until May/June

Oak Hills Park Authority
FY22 Actual vs. Budget

ITEM #8

	April Act	April Bud	Var $	Var %	YTD Act	YTD Bud	Var $	Var %
REVENUE								
4000 · REVENUES								
4001 · Golf Revenue								
4010 · Golf Fees	$121,522	$69,642	$51,880	74.5%	$909,618	$810,955	$98,664	12.2%
4020 · I.D. Cards	$37,110	$22,889	$14,221	62.1%	$108,335	$119,025	-$10,690	-9.0%
4025 · Season Pass	$9,763	$11,250	-$1,487	-13.2%	$104,312	$112,500	-$8,188	-7.3%
4030 · Tournament Fees	$0	$0	$0	0.0%	$45,195	$49,230	-$4,035	-8.2%
4050 · Cart Revenue	$23,003	$14,656	$8,347	57.0%	$274,602	$273,585	$1,017	0.4%
4055 · GolfBoard Revenue	$0	$10	-$10	-100.0%	$0	$871	-$871	-100.0%
4060 · Golf Revenue - Gift Certif.	$2,142	$445	$1,697	380.9%	$18,346	$16,353	$1,993	12.2%
4070 · Gift & Rain Checks Redeemed	-$2,254	-$769	-$1,485	193.0%	-$17,862	-$21,076	$3,214	-15.2%
Total 4001 · Golf Revenue	**$191,286**	**$118,124**	**$73,163**	**61.9%**	**$1,442,547**	**$1,361,443**	**$81,104**	**6.0%**
4100 · Tennis Revenue	$0	$0	$0	0.0%	$24,000	$24,000	$0	0.0%
4200 · Rental Income	$0	$1,375	-$1,375	-100.0%	$2,750	$13,750	-$11,000	-80.0%
4300 · Investment Income	$25	$23	$3	12.6%	$893	$330	$563	170.7%
4400 · Misc. Income	$27	$33	-$6	-17.8%	$2,785	$333	$2,452	735.6%
4500 · Golf Simulator Revenue	$0	$4,000	-$4,000	-100.0%	$0	$27,000	-$27,000	-100.0%
4600 · Restaurant Income	$0	$0	$0	0.0%	$16,863	$16,500	$363	2.2%
4700 · Advertising Revenue	$0	$0	$0	0.0%	$0	$0	$0	0.0%
Total Other Revenue	**$53**	**$5,431**	**-$5,378**	**-99.0%**	**$47,291**	**$81,913**	**-$34,622**	**-42.3%**
TOTAL REVENUE	**$191,339**	**$123,555**	**$67,784**	**54.9%**	**$1,489,838**	**$1,443,356**	**$46,481**	**3.2%**
EXPENSE								
5000 · PERSONNEL EXPENSE								
5010 · Management Salary	$17,506	$17,604	$99	0.6%	$177,906	$175,508	-$2,398	-1.4%
5030 · Operations	$21,046	$24,462	$3,416	14.0%	$147,287	$153,271	$5,983	3.9%
5040 · Operations O/T	$0	$0	$0	0.0%	-$16	$0	$16	0.0%
5050 · Course Personnel	$24,541	$24,813	$272	1.1%	$247,282	$242,258	-$5,024	-2.1%
5060 · Course Personnel O/T	$281	$0	-$281	0.0%	$1,684	$0	-$1,684	0.0%
5070 · Seasonal Personnel	$11,952	$20,891	$8,940	42.8%	$111,673	$123,805	$12,132	9.8%
5080 · Seasonal Personnel O/T	$69	$1,266	$1,197	94.6%	$1,075	$2,531	$1,456	57.5%
Total 5000 · PERSONNEL EXPENSE	**$75,393**	**$89,036**	**$13,644**	15.3%	**$686,891**	**$697,373**	**$10,481**	1.5%
5200 · EMPLOYEE BENEFITS								
5210 · Payroll Taxes	$5,728	$5,127	-$601	-11.7%	$52,143	$55,586	$3,443	6.2%
5230 · State Unemployment	$2,568	$2,127	-$441	-20.7%	$22,997	$20,205	-$2,791	-13.8%
5250 · Health Insurance	$2,070	$2,635	$565	21.4%	$21,513	$25,217	$3,704	14.7%
5260 · Workmans Compensation	$1,624	$1,715	$91	5.3%	$18,692	$18,744	$52	0.3%
5270 · Retirement Plans	$549	$513	-$36	-7.0%	$5,515	$5,582	$67	1.2%
Total 5200 · EMPLOYEE BENEFITS	**$12,539**	**$12,116**	**-$423**	-3.5%	**$120,859**	**$125,334**	**$4,475**	3.6%
5400 · ADMINISTRATIVE EXPENSES								
5420 · Telephone	$1,024	$757	-$268	-35.4%	$9,132	$7,565	-$1,566	-20.7%
5430 · Professional Fees	$2,650	$2,792	$142	5.1%	$26,265	$27,917	$1,652	5.9%
5436 · Advertising	$1,006	$1,126	$120	10.6%	$10,138	$11,342	$1,203	10.6%
5440 · Office Expense	$1,675	$890	-$785	-88.2%	$12,305	$11,333	-$972	-8.6%
5441 · Bank Charges	$19	$16	-$2	-14.0%	$317	$253	-$64	-25.4%
5442 · Credit Card Fees	$4,676	$2,410	-$2,267	-94.1%	$37,614	$33,982	-$3,632	-10.7%
5445 · Postage	$0	$0	$0	0.0%	$116	$154	$38	24.6%
5450 · Training and Dues	$0	$0	$0	0.0%	$1,399	$2,854	$1,454	51.0%
5461 · Authority Secretarial Services	$160	$140	-$20	-14.3%	$1,500	$1,400	-$100	-7.1%
5469 · Other Outside Services	$739	$434	-$305	-70.3%	$5,815	$4,969	-$846	-17.0%
5470 · Other Admin	$782	$951	$169	17.7%	$9,539	$9,508	-$31	-0.3%
5480 · Utilities	$6,700	$2,468	-$4,232	-171.5%	$44,176	$37,318	-$6,858	-18.4%
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%
Total 5400 · ADMINISTRATIVE EXPENSES	**$19,432**	**$11,983**	**-$7,449**	-62.2%	**$158,316**	**$148,593**	**-$9,723**	-6.5%
5500 · DEBT SERVICE AND INSURANCE								

Oak Hills Park Authority
FY22 Actual vs. Budget

ITEM #8

	April Act	April Bud	Var $	Var %	YTD Act	YTD Bud	Var $	Var %
5500 · Liability Insurance	$7,783	$8,074	$291	3.6%	$71,100	$73,561	$2,461	3.3%
5520 · Interest	$496	$474	-$22	-4.6%	$4,101	$4,226	$125	3.0%
Total 5500 · DEBT SERVICE AND INSURANCE	**$8,278**	**$8,548**	**$269**	3.2%	**$75,201**	**$77,787**	**$2,587**	3.3%
5600 · SALES AND OPERATIONS								
5620 · Clubhouse/Pro Shop Maint.	$2,078	$1,000	-$1,078	-107.8%	$35,180	$10,000	-$25,180	-251.8%
5640 · Golf Pro Supplies	$0	$97	$97	100.0%	$2,036	$2,126	$90	4.2%
5680 · Golf Pro Work Clothes	$0	$400	$400	100.0%	$1,576	$1,200	-$376	-31.3%
Total 5600 SALES AND OPERATIONS	**$2,078**	**$1,497**	**-$581**	-38.8%	**$38,793**	**$13,326**	**-$25,467**	-191.1%
5700 · PARK MAINTENANCE								
5710 · Water	$1,126	$1,598	$472	29.6%	$30,879	$46,080	$15,201	33.0%
5720 · Heating Fuel	$1,298	$822	-$475	-57.8%	$9,279	$9,990	$711	7.1%
5730 · Grounds Maintenance	$7,406	$5,368	-$2,038	-38.0%	$37,316	$28,263	-$9,053	-32.0%
5740 · Tree Maintenance		$0	$0	0.0%	$0	$4,750	$4,750	100.0%
5751 · Agriculture&Chemicals-Purch	$2,612	$775	-$1,836	-236.8%	$94,678	$65,386	-$29,292	-44.8%
5752 · Agriculture/Chemicals Utilized	-$1,056		$1,056	0.0%	-$35,084	$0	$35,084	0.0%
5760 · Irrigation Maintenance	$876	$1,589	$713	44.8%	$5,515	$10,782	$5,268	48.9%
5770 · Consumable Tools	$512	$0	-$512	0.0%	$2,600	$2,518	-$82	-3.3%
5780 · Tee and Green Supplies	$254	$541	$287	53.0%	$3,066	$2,221	-$845	-38.1%
5795 · Janitorial Supplies	$0	$0	$0	0.0%	$20	$48	$28	59.1%
Total 5700 · PARK MAINTENANCE	**$13,028**	**$10,694**	**-$2,334**	-21.8%	**$148,269**	**$170,038**	**$21,770**	12.8%
5800 · PARK EQUIPMENT								
5800 · Equipment Maintenance	$5,327	$1,153	-$4,175	-362.2%	$35,236	$26,872	-$8,364	-31.1%
5810 · Equipment Rental	$127	$0	-$127	0.0%	$588	$0	-$588	0.0%
5820 · Building Maintenance	$562	$858	$297	34.6%	$14,973	$16,077	$1,104	6.9%
5840 · Small Equipment	$0	$0	$0	0.0%	$574	$2,500	$1,926	77.0%
5860 · Gasoline/Diesel Fuel	$2,943	$805	-$2,138	-265.4%	$10,523	$9,386	-$1,137	-12.1%
5880 · Employee work clothes	$0	$0	$0	0.0%	$754	$0	-$754	0.0%
Total 5800 · PARK EQUIPMENT	**$8,958**	**$2,816**	**-$6,142**	-218.1%	**$62,649**	**$54,835**	**-$7,813**	-14.2%
6000 · CART EXPENSE								
6010 · Cart Lease Expense	$0	$12,978	$12,978	100.0%	$0	$68,306	$68,306	100.0%
6020 · Electricity	$808	$686	-$122	-17.9%	$10,883	$11,003	$119	1.1%
6030 · Maintenance	$0	$0	$0	0.0%	$931	$1,186	$255	21.5%
6050 · Cart Insurance	$400	$400	$0	0.0%	$4,000	$4,000	$0	0.0%
6060 · Misc. Cart Expense	$0	$0	$0	0.0%	$0	$0	$0	0.0%
Total 6000 · CART EXPENSE	**$1,208**	**$14,064**	**$12,856**	91.4%	**$15,814**	**$84,495**	**$68,681**	81.3%
7001 · Uncategorized Expenses								
TOTAL OPERATIONAL EXPENSE	**$140,915**	**$150,754**	**$9,839**	6.5%	**$1,306,791**	**$1,371,782**	**$64,990**	4.7%
TOTAL OPERATIONAL NET INCOME	**$50,424**	**-$27,200**	**$77,624**	-285.4%	**$183,046**	**$71,575**	**$111,472**	155.7%
Restructured City Debt	$3,114	$4,481	$1,367	30.5%	$84,259	$70,998	-$13,261	-18.7%
Commercial Debt	$19,121	$5,672	-$13,449	-237.1%	$107,311	$56,722	-$50,590	-89.2%
	$0	$0	$0	0.0%	$0	$0	$0	0.0%
Total BS Debt Payments	**$22,235**	**$10,153**	**-$12,082**	-119.0%	**$191,570**	**$127,719**	**-$63,851**	-50.0%
NET INCOME BEFORE CAPITAL EXPENSES	**$50,424**	**-$27,200**	**$77,624**	-285.4%	**$183,046**	**$71,575**	**$111,472**	155.7%
8000 · OTHER EXPENSE								
8000 · Depreciation/Amortization								
8000 · Depreciation/Amortization Non Cash	$22,462	$22,500	$38	0.2%	$224,623	$225,000	$377	0.2%
8001 · Capital projects								
8100 - Capital Proj Cash	$5,900	$5,098	-$802	-15.7%	$277,606	$269,398	-$8,208	-3.0%
8101 - Capital Proj Financed	$0	$0	$0	0.0%	$0	$0	$0	0.0%
8006 · Disposed Assets	$0	$0			-$2,450			
Capital Contribution								
Total 8000 · OTHER EXPENSE	$22,462	$22,500	-$764	0.2%	$222,173	$225,000	-$7,831	1.3%
NET INCOME	**$27,962**	**-$49,700**	**$77,661**	-156.3%	**-$39,126**	**-$153,425**	**$114,299**	-74.5%

OAK HILLS PARK AUTHORITY
Balance Sheet FY22
As of April 30, 2022

	Total			
	As of Apr 30, 2022	As of Apr 30, 2021 (PY)	Change	% Change
ASSETS				
Current Assets				
Bank Accounts				
1000 Cash				
1021 NBT Money Market	260,310.35	343,652.64	-83,342.29	-24.25%
1022 NBT Payment Account	-30,095.82	-23,350.38	-6,745.44	-28.89%
1023 NBT Rent Escrow Sec Apt Right	1.00	1,351.00	-1,350.00	-99.93%
1024 NBT Capital Reserve Savings Account	8,683.12	0.00	8,683.12	
1050 Petty	1,400.00	1,400.00	0.00	0.00%
Total 1000 Cash	$ 240,298.65	$ 323,053.26	-$ 82,754.61	-25.62%
Total Bank Accounts	$ 240,298.65	$ 323,053.26	-$ 82,754.61	-25.62%
Accounts Receivable				
1201 Accounts Receivable	0.00	450.00	-450.00	-100.00%
Total Accounts Receivable	$ 0.00	$ 450.00	-$ 450.00	-100.00%
Other Current Assets				
1100 Inventory	104,686.16	100,205.91	4,480.25	4.47%
1200 Receivables	2,755.84	52.00	2,703.84	5199.69%
1300 Prepaid Expenses	24,630.58	30,227.51	-5,596.93	-18.52%
Total Other Current Assets	$ 132,072.58	$ 130,485.42	$ 1,587.16	1.22%
Total Current Assets	$ 372,371.23	$ 453,988.68	-$ 81,617.45	-17.98%
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.	-4,209,652.85	-3,952,503.55	-257,149.30	-6.51%
1520 Furniture & Fixtures	47,635.23	50,085.23	-2,450.00	-4.89%
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	-46,022.56	-30,546.66	-15,475.90	-50.66%
1570 Capital Projects in Progress	0.00	58,339.02	-58,339.02	-100.00%
Total 1500 Fixed Assets	$1,576,562.90	$1,288,329.89	$ 288,233.01	22.37%
Total Fixed Assets	$1,576,562.90	$1,288,329.89	$ 288,233.01	22.37%
TOTAL ASSETS	$1,948,934.13	$1,742,318.57	$ 206,615.56	11.86%
LIABILITIES AND EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable				
2000 *Accounts Payable	128,485.53	98,356.85	30,128.68	30.63%
Total Accounts Payable	$ 128,485.53	$ 98,356.85	$ 30,128.68	30.63%

Other Current Liabilities				
2010 Accounts Payable - Payroll	31,469.42	29,709.68	1,759.74	5.92%
2051 Accounts Payable - OHMGA Revenue	8,154.00	6,920.00	1,234.00	17.83%
2100 Accrued Payroll	8,923.67	9,628.61	-704.94	-7.32%
2104 Accrued retirement contribution	1,056.02	979.89	76.13	7.77%
2105 Accrued Vacation Pay	24,800.92	27,999.01	-3,198.09	-11.42%
2200 Accrued Expenses	43,557.70	50,797.50	-7,239.80	-14.25%
2210 Security Deposit-Entrance House				
2212 Security Dep - Apt 2 Right	0.00	1,350.00	-1,350.00	-100.00%
Total 2210 Security Deposit-Entrance House	$ 0.00	$ 1,350.00	-$ 1,350.00	-100.00%
2250 Deferred Revenue				
2251 Tournament Deposits	10,300.00	6,900.00	3,400.00	49.28%
2253 Deferred Tennis Revenue	0.00	14,000.00	-14,000.00	-100.00%
2254 Other Deferred	145,561.89	148,324.51	-2,762.62	-1.86%
Total 2250 Deferred Revenue	$ 155,861.89	$ 169,224.51	-$ 13,362.62	-7.90%
2400 Cart Sales Tax Due	1,461.00	2,044.00	-583.00	-28.52%
Total Other Current Liabilities	$ 275,284.62	$ 298,653.20	-$ 23,368.58	-7.82%
Total Current Liabilities	$ 403,770.15	$ 397,010.05	$ 6,760.10	1.70%
Long-Term Liabilities				
2701 Consolidated City Debt	1,962,526.08	2,065,113.05	-102,586.97	-4.97%
2767 Deere Credit, Inc. Sweeper Vac	0.00	1.09	-1.09	-100.00%
2768 Deere Credit Inc. Greens Roller	0.00	1,172.77	-1,172.77	-100.00%
2770 Deere Credit Inc. Hybrid Mower	0.00	0.89	-0.89	-100.00%
2772 Wells Fargo 2017 Aera-Vator	197.16	972.48	-775.32	-79.73%
2773 DLL Finance Club Car CA550G Utility Cart	1,032.50	2,793.68	-1,761.18	-63.04%
2774 Wells - Sod Cutter, Progator, 3500-D Groundsmaster	11,950.61	25,654.49	-13,703.88	-53.42%
2775 Deere Credit, Inc. Hybrid Mower	6,448.33	12,596.99	-6,148.66	-48.81%
2776 Wells Fargo MTE 2018 TurfCo Blower	3,272.53	4,891.03	-1,618.50	-33.09%
2777 DLL Finance Club Car CA502 Utility Cart	3,986.61	6,133.30	-2,146.69	-35.00%
2778 Wells Fargo Used Kubota Tractor Mini Ex	16,760.85	22,456.15	-5,695.30	-25.36%
2779 Wells Fargo Groundsmaster Mower and Procore Aeration	44,313.78	55,242.53	-10,928.75	-19.78%
2780 DLL Club Car 2021 Cart Fleet	267,589.52	0.00	267,589.52	
2781 GPSi Visage Software 2021 Cart Fleet	73,440.00	0.00	73,440.00	
Total Long-Term Liabilities	$2,391,517.97	$2,197,028.45	$ 194,489.52	8.85%
Total Liabilities	$2,795,288.12	$2,594,038.50	$ 201,249.62	7.76%
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	-$405,368.10	-100.00%
3900 Retained Earnings	-529,621.39	-1,295,566.94	765,945.55	59.12%
Net Income	-316,732.60	81,352.19	-398,084.79	-489.34%
Total Equity	-$ 846,353.99	-$ 851,719.93	$ 5,365.94	0.63%
TOTAL LIABILITIES AND EQUITY	$1,948,934.13	$1,742,318.57	$ 206,615.56	11.86%

OAK HILLS PARK AUTHORITY
P&L - Current Month Vs. Prior Year Month
April 2022

	Total			
	Apr 2022	Apr 2021 (PY)	Change	% Change
Income				
4000 REVENUES				
4001 Golf Revenue				
4010 Golf Fees	121,522.02	124,885.10	-3,363.08	-2.69%
4020 I.D. Cards	37,110.00	37,621.00	-511.00	-1.36%
4025 Season Pass	9,763.36	20,044.56	-10,281.20	-51.29%
4030 Tournament Fees	0.00	0.00	0.00	
4050 Cart Revenue	23,003.00	32,163.00	-9,160.00	-28.48%
4055 GolfBoard Revenue	0.00	21.00	-21.00	-100.00%
4060 Golf Revenue - Gift Certif.	2,142.00	881.00	1,261.00	143.13%
4070 Gift & Rain Checks Redeemed	-2,254.00	-1,571.00	-683.00	-43.48%
Total 4001 Golf Revenue	**$ 191,286.38**	**$ 214,044.66**	**-$ 22,758.28**	**-10.63%**
4200 Rental Income	0.00	1,375.00	-1,375.00	-100.00%
4300 Investment Income	25.35	48.75	-23.40	-48.00%
4400 Misc. Income	27.39	0.00	27.39	
Total 4000 REVENUES	**$ 191,339.12**	**$ 215,468.41**	**-$ 24,129.29**	**-11.20%**
Total Income	**$ 191,339.12**	**$ 215,468.41**	**-$ 24,129.29**	**-11.20%**
Gross Profit	**$ 191,339.12**	**$ 215,468.41**	**-$ 24,129.29**	**-11.20%**
Expenses				
5000 PERSONNEL EXPENSE				
5010 Management Salary	17,505.50	17,548.85	-43.35	-0.25%
5030 Operations	21,045.54	23,964.20	-2,918.66	-12.18%
5040 Operations O/T	0.00	32.76	-32.76	-100.00%
5050 Course Personnel	24,540.80	23,487.53	1,053.27	4.48%
5060 Course Personnel O/T	280.69	305.09	-24.40	-8.00%
5070 Seasonal Personnel	11,951.69	18,896.98	-6,945.29	-36.75%
5080 Seasonal Personnel O/T	68.60	309.65	-241.05	-77.85%
Total 5000 PERSONNEL EXPENSE	**$ 75,392.82**	**$ 84,545.06**	**-$ 9,152.24**	**-10.83%**
5200 EMPLOYEE BENEFITS				
5210 Payroll Taxes	5,727.65	6,423.69	-696.04	-10.84%
5230 State Unemployment	2,568.31	3,531.64	-963.33	-27.28%
5250 Health Insurance	2,069.98	2,393.14	-323.16	-13.50%
5260 Workmans Compensation	1,623.98	1,751.01	-127.03	-7.25%
5270 Retirement Plans	549.18	532.92	16.26	3.05%
Total 5200 EMPLOYEE BENEFITS	**$ 12,539.10**	**$ 14,632.40**	**-$ 2,093.30**	**-14.31%**
5400 ADMINISTRATIVE EXPENSES				
5420 Telephone	1,024.10	1,236.08	-211.98	-17.15%
5430 Professional Fees	2,650.00	2,650.00	0.00	0.00%
5436 Advertising	1,006.34	1,054.46	-48.12	-4.56%
5440 Office Expense	1,675.06	1,487.84	187.22	12.58%

5441 Bank Charges	18.65	22.85	-4.20	-18.38%
5442 Credit Card Fees	4,676.40	2,175.01	2,501.39	115.01%
5461 Authority Secretarial Services	160.00	120.00	40.00	33.33%
5469 Other Outside Services	739.27	687.52	51.75	7.53%
5470 Other Administrative	782.09	863.45	-81.36	-9.42%
5480 Utilities	6,700.30	3,080.65	3,619.65	117.50%
5500 Liability Insurance	7,782.83	6,935.50	847.33	12.22%
5520 Interest Expense	495.65	596.95	-101.30	-16.97%
Total 5400 ADMINISTRATIVE EXPENSES	**$ 27,710.69**	**$ 20,910.31**	**$ 6,800.38**	**32.52%**
5600 SALES AND OPERATIONS				
5620 Clubhouse Maintenance	2,078.20	801.50	1,276.70	159.29%
5640 Golf Pro Supplies	0.00	233.02	-233.02	-100.00%
5680 Golf Pro Work Clothes	0.00	499.27	-499.27	-100.00%
Total 5600 SALES AND OPERATIONS	**$ 2,078.20**	**$ 1,533.79**	**$ 544.41**	**35.49%**
5700 PARK MAINTENANCE				
5710 Water	1,125.85	1,816.27	-690.42	-38.01%
5720 Heating Fuel	1,297.69	418.13	879.56	210.36%
5730 Grounds Maintenance	7,406.04	7,047.29	358.75	5.09%
5750 Agriculture and Chemicals				
5751 Agriculture&Chemicals-Purchased	2,611.84	-7,696.91	10,308.75	133.93%
5752 Agriculture/Chemicals Utilized	-1,056.39	0.00	-1,056.39	
Total 5750 Agriculture and Chemicals	**$ 1,555.45**	**-$ 7,696.91**	**$ 9,252.36**	**120.21%**
5760 Irrigation Maintenance	876.35	3,069.79	-2,193.44	-71.45%
5770 Consumable Tools	512.40	0.00	512.40	
5780 Tee and Green Supplies	254.40	1,037.00	-782.60	-75.47%
5800 Equipment Maintenance	5,327.17	2,106.34	3,220.83	152.91%
5810 Equipment Rental	126.55	0.00	126.55	
5820 Building Maintenance	561.60	2,389.12	-1,827.52	-76.49%
5860 Gasoline/Diesel Fuel	2,942.94	1,401.38	1,541.56	110.00%
Total 5700 PARK MAINTENANCE	**$ 21,986.44**	**$ 11,588.41**	**$ 10,398.03**	**89.73%**
6000 CART EXPENSE				
6010 Cart Lease Expense	0.00	12,163.16	-12,163.16	-100.00%
6020 Electricity	807.94	814.78	-6.84	-0.84%
6050 Cart Insurance	400.00	400.00	0.00	0.00%
6060 Misc. Cart Expense	0.00	329.40	-329.40	-100.00%
Total 6000 CART EXPENSE	**$ 1,207.94**	**$ 13,707.34**	**-$ 12,499.40**	**-91.19%**
Total Expenses	**$ 140,915.19**	**$ 146,917.31**	**-$ 6,002.12**	**-4.09%**
Net Operating Income	**$ 50,423.93**	**$ 68,551.10**	**-$ 18,127.17**	**-26.44%**
Other Expenses				
8000 Depreciation/Amortization	22,462.26	22,124.56	337.70	1.53%
8001 Capital projects				
8100 Capital Projects - Cash	5,900.14	2,734.44	3,165.70	115.77%
Total 8001 Capital projects	**$ 5,900.14**	**$ 2,734.44**	**$ 3,165.70**	**115.77%**
Total Other Expenses	**$ 28,362.40**	**$ 24,859.00**	**$ 3,503.40**	**14.09%**
Net Other Income	**-$ 28,362.40**	**-$ 24,859.00**	**-$ 3,503.40**	**-14.09%**
Net Income	**$ 22,061.53**	**$ 43,692.10**	**-$ 21,630.57**	**-49.51%**

OAK HILLS PARK AUTHORITY
P&L - Current YTD Vs. Prior YTD
July 2021 - April 2022

	Total			
	Jul 2021 - Apr 2022	Jul 2020 - Apr 2021 (PY)	Change	% Change
Income				
4000 REVENUES				
4001 Golf Revenue				
4010 Golf Fees	909,618.38	1,027,038.25	-117,419.87	-11.43%
4020 I.D. Cards	108,335.00	111,053.00	-2,718.00	-2.45%
4025 Season Pass	104,312.44	130,546.36	-26,233.92	-20.10%
4030 Tournament Fees	45,195.00	34,110.00	11,085.00	32.50%
4050 Cart Revenue	274,602.00	310,005.15	-35,403.15	-11.42%
4055 GolfBoard Revenue	0.00	910.00	-910.00	-100.00%
4060 Golf Revenue - Gift Certif.	18,346.00	16,314.00	2,032.00	12.46%
4070 Gift & Rain Checks Redeemed	-17,862.12	-22,323.85	4,461.73	19.99%
Total 4001 Golf Revenue	$ 1,442,546.70	$ 1,607,652.91	-$165,106.21	-10.27%
4100 Tennis Revenue	24,000.00	15,000.00	9,000.00	60.00%
4200 Rental Income	2,750.00	13,750.00	-11,000.00	-80.00%
4300 Investment Income	893.11	485.54	407.57	83.94%
4400 Misc. Income	2,785.24	-390.92	3,176.16	812.48%
4600 Restaurant Income	16,862.67	13,650.00	3,212.67	23.54%
4700 Advertising Revenue	0.00	0.00	0.00	
Total 4000 REVENUES	$ 1,489,837.72	$ 1,650,147.53	-$160,309.81	-9.71%
Total Income	$ 1,489,837.72	$ 1,650,147.53	-$160,309.81	-9.71%
Gross Profit	$ 1,489,837.72	$ 1,650,147.53	-$160,309.81	-9.71%
Expenses				
5000 PERSONNEL EXPENSE				
5010 Management Salary	177,905.98	137,689.38	40,216.60	29.21%
5030 Operations	147,287.48	153,082.12	-5,794.64	-3.79%
5040 Operations O/T	-15.81	1,107.77	-1,123.58	-101.43%
5050 Course Personnel	247,281.83	246,795.77	486.06	0.20%
5060 Course Personnel O/T	1,684.21	1,076.81	607.40	56.41%
5070 Seasonal Personnel	111,672.73	97,059.66	14,613.07	15.06%
5080 Seasonal Personnel O/T	1,074.66	836.18	238.48	28.52%
Total 5000 PERSONNEL EXPENSE	$ 686,891.08	$ 637,647.69	$ 49,243.39	7.72%
5200 EMPLOYEE BENEFITS				
5210 Payroll Taxes	52,142.84	47,344.45	4,798.39	10.14%
5230 State Unemployment	22,996.56	23,754.96	-758.40	-3.19%
5250 Health Insurance	21,512.80	22,437.17	-924.37	-4.12%
5260 Workmans Compensation	18,692.23	17,194.50	1,497.73	8.71%
5270 Retirement Plans	5,514.85	5,423.01	91.84	1.69%
Total 5200 EMPLOYEE BENEFITS	$ 120,859.28	$ 116,154.09	$ 4,705.19	4.05%
5400 ADMINISTRATIVE EXPENSES				

5420 Telephone	9,131.55	11,109.58	-1,978.03	-17.80%
5430 Professional Fees	26,265.14	26,365.14	-100.00	-0.38%
5436 Advertising	10,138.33	9,970.98	167.35	1.68%
5440 Office Expense	12,304.67	14,067.15	-1,762.48	-12.53%
5441 Bank Charges	316.80	251.32	65.48	26.05%
5442 Credit Card Fees	37,614.31	39,120.84	-1,506.53	-3.85%
5445 Postage	116.00	225.40	-109.40	-48.54%
5450 Training and Dues	1,399.11	1,710.00	-310.89	-18.18%
5461 Authority Secretarial Services	1,500.00	1,480.00	20.00	1.35%
5469 Other Outside Services	5,815.14	4,870.93	944.21	19.38%
5470 Other Administrative	9,538.95	9,935.95	-397.00	-4.00%
5480 Utilities	44,175.95	48,430.64	-4,254.69	-8.79%
5500 Liability Insurance	71,099.66	54,263.47	16,836.19	31.03%
5520 Interest Expense	4,100.89	6,326.70	-2,225.81	-35.18%
Total 5400 ADMINISTRATIVE EXPENSES	**$ 233,516.50**	**$ 228,128.10**	**$ 5,388.40**	**2.36%**
5600 SALES AND OPERATIONS				
5620 Clubhouse Maintenance	35,180.48	801.50	34,378.98	4289.33%
5640 Golf Pro Supplies	2,036.45	2,371.95	-335.50	-14.14%
5680 Golf Pro Work Clothes	1,576.03	1,823.03	-247.00	-13.55%
Total 5600 SALES AND OPERATIONS	**$ 38,792.96**	**$ 4,996.48**	**$ 33,796.48**	**676.41%**
5700 PARK MAINTENANCE				
5710 Water	30,878.77	57,018.60	-26,139.83	-45.84%
5720 Heating Fuel	9,279.18	6,933.62	2,345.56	33.83%
5730 Grounds Maintenance	37,315.89	18,297.17	19,018.72	103.94%
5740 Tree Maintenance	0.00	4,500.00	-4,500.00	-100.00%
5750 Agriculture and Chemicals				
5751 Agriculture&Chemicals-Purchased	94,678.36	40,498.61	54,179.75	133.78%
5752 Agriculture/Chemicals Utilized	-35,084.12	15,365.84	-50,449.96	-328.33%
Total 5750 Agriculture and Chemicals	**$ 59,594.24**	**$ 55,864.45**	**$ 3,729.79**	**6.68%**
5760 Irrigation Maintenance	5,514.80	11,891.02	-6,376.22	-53.62%
5770 Consumable Tools	2,599.95	1,514.57	1,085.38	71.66%
5780 Tee and Green Supplies	3,066.18	2,234.91	831.27	37.19%
5795 Janitorial Supplies	19.59	46.27	-26.68	-57.66%
5800 Equipment Maintenance	35,236.12	24,489.78	10,746.34	43.88%
5810 Equipment Rental	588.20	0.00	588.20	
5820 Building Maintenance	14,973.39	28,724.06	-13,750.67	-47.87%
5840 Small Equipment	574.09	1,386.71	-812.62	-58.60%
5860 Gasoline/Diesel Fuel	10,522.66	7,271.25	3,251.41	44.72%
5880 Employee work clothes	754.33	496.01	258.32	52.08%
Total 5700 PARK MAINTENANCE	**$ 210,917.39**	**$ 220,668.42**	**-$ 9,751.03**	**-4.42%**
6000 CART EXPENSE				
6010 Cart Lease Expense	0.00	74,394.34	-74,394.34	-100.00%
6020 Electricity	10,883.46	12,911.69	-2,028.23	-15.71%
6030 Maintenance	930.63	642.51	288.12	44.84%
6050 Cart Insurance	4,000.00	4,000.00	0.00	0.00%
6060 Misc. Cart Expense	0.00	815.56	-815.56	-100.00%
Total 6000 CART EXPENSE	**$ 15,814.09**	**$ 92,764.10**	**-$ 76,950.01**	**-82.95%**

Total Expenses	**$ 1,306,791.30**	**$ 1,300,358.88**	**$ 6,432.42**	**0.49%**
Net Operating Income	**$ 183,046.42**	**$ 349,788.65**	**-$166,742.23**	**-47.67%**
Other Expenses				
8000 Depreciation/Amortization	224,622.60	219,094.50	5,528.10	2.52%
8001 Capital projects				
8100 Capital Projects - Cash	277,606.42	49,341.96	228,264.46	462.62%
Total 8001 Capital projects	**$ 277,606.42**	**$ 49,341.96**	**$ 228,264.46**	**462.62%**
8006 Disposed Assets	-2,450.00	0.00	-2,450.00	
Total Other Expenses	**$ 499,779.02**	**$ 268,436.46**	**$ 231,342.56**	**86.18%**
Net Other Income	**-$ 499,779.02**	**-$ 268,436.46**	**-$231,342.56**	**-86.18%**
Net Income	**-$ 316,732.60**	**$ 81,352.19**	**-$398,084.79**	**-489.34%**

OAK HILLS SALES ANALYSIS APRIL 2022 FISCAL REPORT

Description	Apr-22	Apr-21	Inc/(Dec)	YTD FY22	YTD FY21	Inc/(Dec)
Revenue Rounds	2,980	3,603	-17.3%	26,936	31,308	-14.0%
Season Pass Rounds	361	774	-53.4%	3,826	5,520	-30.7%
POS System Servicer Rounds	253	241	5.0%	1,889	1,868	1.1%
Barter Rounds	0	0		0	0	
Comp Rounds	0	7	-100.0%	427	482	-11.4%
Total All Rounds	3,594	4,625	-22.3%	33,078	39,178	-15.6%
Total Carts	1,337	2,176	-38.6%	17,957	20,756	-13.5%
Total Boards	0	1	-100.0%	0	44	-100.0%
Total Golf ID Cards	306	297	3.0%	845	943	-10.4%
Total Season Passes	1	0	0.0%	53	65	-18.5%
Total Gift Cards	20	10	100.0%	246	244	0.8%
Total GPS Ad Sales	0	0	0.0%	0	0	0.0%
Total $ Revenue Rounds	$121,514	$124,685	-2.5%	$954,623	$1,056,096	-9.6%
Total Carts $	$24,464	$34,205	-28.5%	$291,772	$329,742	-11.5%
Total Board $	$0	$22	-100.0%	$0	$968	-100.0%
Total Golf ID Cards $	$35,110	$37,411	-6.2%	$105,560	$114,738	-8.0%
Total Season Pass $	$2,000	$0	0.0%	$118,065	$129,915	-9.1%
Total Gift Cards $	$2,142	$881	143.1%	$18,696	$17,596	6.3%
Total GPS Advertising $	$0	$0	0.0%	$0	$0	0.0%
Rain Chks/Gift Cards Redeemed	-$2,154	-$1,571	37.1%	-$17,446	-$22,524	-22.5%
	$183,076	**$195,633**	**-6.4%**	**$1,471,269**	**$1,626,531**	**-9.5%**
$ Revenue/Revenue Round	**$40.78**	**$34.61**	17.8%	**$35.44**	**$33.73**	5.1%
Carts/Revenue Round	**44.9%**	**60.4%**	-25.7%	**66.7%**	**66.3%**	0.6%
Cart $/Revenue Round	**$8.21**	**$9.49**	-13.5%	**$10.83**	**$10.53**	2.8%
Cart $/Cart Round	**$18.30**	**$15.72**	16.4%	**$16.25**	**$15.89**	2.3%
Board $/Board Round	**$0.00**	**$22.00**	-100.0%	**$0.00**	**$22.00**	-100.0%
ID Card $/Card	**$114.74**	**$125.96**	-8.9%	**$124.92**	**$121.67**	2.7%
Resident Adult 18 Rounds	473	785	-39.7%	4,547	6,572	-30.8%
Resident Senior 18 Rounds	394	557	-29.3%	3,971	5,304	-25.1%
Junior/Golf Team 18 Rounds	132	161	-18.0%	1,278	1,134	12.7%
Golf League 18 Rounds	0	1	-100.0%	80	217	-63.1%
Employee 18 Rounds	34	43	-20.9%	537	342	57.0%
Non Resident 18 Rounds	1,811	1,997	-9.3%	15,298	16,337	-6.4%
Total 9 Hole Rounds	136	59	130.5%	1,225	1,402	-12.6%
Total Revenue Rounds	***2,980***	***3,603***	***-17.3%***	***26,936***	***31,308***	***-14.0%***
Resident Adult 18 Rounds $	$16,560	$26,630	-37.8%	$155,301	$218,364	-28.9%
Resident Senior 18 Rounds $	$12,118	$15,506	-21.8%	$111,718	$140,666	-20.6%
Junior/Golf Team 18 Rounds $	$2,860	$2,109	35.6%	$22,900	$20,759	10.3%
Golf League 18 Rounds	$0	$23	-100.0%	$1,600	$2,990	-46.5%
Employee 18 Rounds $	$231	$287	-19.5%	$3,697	$2,323	59.1%
Non Resident 18 Rounds $	$86,476	$78,747	9.8%	$630,693	$638,809	-1.3%
Total 9 Hole Rounds $	$3,269	$1,384	136.3%	$28,714	$32,186	-10.8%
Total $ Revenue Rounds	***121,514***	***124,685***	***-2.5%***	***954,623***	***1,056,096***	***-9.6%***
Senior Non-Resident ID	19	14	35.7%	61	62	-1.6%
Adult Non-Resident ID	11	22	-50.0%	54	65	-16.9%
Family ID	0	0	0.0%	0	0	0.0%
Total Non-Resident ID's	***30***	***36***	***-16.7%***	***115***	***127***	***-9.4%***
GolfNow/TeeOff Rounds	753	188	300.5%	1948	2234	-12.8%
GolfNow/TeeOff Dollars	$43,190	$6,920	524.2%	$86,363	$84,311	2.4%
Dollars/Round	$57.36	$36.81	55.8%	$44.33	$37.74	17.5%
City of Norwalk debt paydown	**$7,367.70**					

OAK HILLS SALES ANALYSIS APRIL 2022 CALENDAR

Description	Apr-22	Apr-21	Inc/(Dec)	YTD 2022	YTD 2021	Inc/(Dec)
Revenue Rounds	2,980	3,603	-17.3%	4,262	5,402	-21.1%
Season Pass Rounds	361	774	-53.4%	658	1,338	-50.8%
POS System Servicer Rounds	253	241	5.0%	434	485	-10.5%
Barter Rounds	0	0		0	0	
Comp Rounds	0	7	-100.0%	2	13	-84.6%
Total All Rounds	3,594	4,625	-22.3%	5,356	7,238	-26.0%
Total Carts	1,337	2,176	-38.6%	1,964	2,648	-25.8%
Total Boards	0	1	-100.0%	0	1	-100.0%
Total Golf ID Cards	306	297	3.0%	756	826	-8.5%
Total Season Passes	1	0	0.0%	15	36	-58.3%
Total Gift Cards	20	10	100.0%	34	34	0.0%
Total GPS Ad Sales	0	0	0.0%	0	0	0.0%
Total $ Revenue Rounds	$121,514	$124,685	-2.5%	$151,930	$175,013	-13.2%
Total Carts $	$24,464	$34,205	-28.5%	$32,816	$39,516	-17.0%
Total Board $	$0	$22	-100.0%	$0	$22	-100.0%
Total Golf ID Cards $	$35,110	$37,411	-6.2%	$94,990	$102,141	-7.0%
Total Season Pass $	$2,000	$0	0.0%	$35,215	$73,300	-52.0%
Total Gift Cards $	$2,142	$881	143.1%	$3,657	$2,440	49.9%
Total GPS Advertising $	$0	$0	0.0%	0	$0	0.0%
Rain Chks/Gift Cards Redeemed	-$2,154	-$1,571	37.1%	-$2,741	-$2,494	9.9%
	$183,076	**$195,633**	**-6.4%**	**$315,866**	**$389,938**	**-19.0%**
$ Revenue/Revenue Round	**$40.78**	**$34.61**	17.8%	**$35.65**	**$32.40**	10.0%
Carts/Revenue Round	**44.9%**	**60.4%**	-25.7%	**46.1%**	**49.0%**	-6.0%
Cart $/Revenue Round	**$8.21**	**$9.49**	-13.5%	**$7.70**	**$7.32**	5.3%
Cart $/Cart Round	**$18.30**	**$15.72**	16.4%	**$16.71**	**$14.92**	12.0%
Board $/Board Round	**$0.00**	**$22.00**	-100.0%	**$0.00**	**$22.00**	-100.0%
ID Card $/Card	**$114.74**	**$125.96**	-8.9%	**$125.65**	**$123.66**	1.6%
Resident Adult 18 Rounds	473	785	-39.7%	683	1,284	-46.8%
Resident Senior 18 Rounds	394	557	-29.3%	530	892	-40.6%
Junior/Golf Team 18 Rounds	132	161	-18.0%	181	241	-24.9%
Golf League 18 Rounds	0	1	-100.0%	0	1	-100.0%
Empl 18 Rounds	34	43	-20.9%	49	66	-25.8%
Non Resident 18 Rounds	1,811	1,997	-9.3%	2,634	2,842	-7.3%
Total 9 Hole Rounds	136	59	130.5%	185	76	143.4%
Total Revenue Rounds	***2,980***	***3,603***	***-17.3%***	***4,262***	***5,402***	***-21.1%***
Resident Adult 18 Rounds $	$16,560	$26,630	-37.8%	$22,459	$40,975	-45.2%
Resident Senior 18 Rounds $	$12,118	$15,506	-21.8%	$15,248	$22,765	-33.0%
Junior/Golf Team 18 Rounds $	$2,860	$2,109	35.6%	$3,761	$3,120	20.5%
Golf League 18 Rounds	$0	$23	-100.0%	$0	$23	-100.0%
Empl 18 Rounds $	$231	$287	-19.5%	$336	$420	-20.0%
Non Resident 18 Rounds $	$86,476	$78,747	9.8%	$105,852	$105,887	0.0%
Total 9 Hole Rounds $	$3,269	$1,384	136.3%	$4,273	$1,824	134.3%
Total $ Revenue Rounds	***121,514***	***124,685***	***-2.5%***	***151,930***	***175,013***	***-13.2%***
SR NONRES DISC	19	14	35.7%	53	54	-1.9%
NONRES DISCOUNT	11	22	-50.0%	51	59	-13.6%
FAMILY REG	0	0	0.0%	0	0	0.0%
Total Non-Resident ID's	***30***	***36***	***-16.7%***	***104***	***113***	***-8.0%***
GolfNow Rounds	753	188	300.5%	995	330	201.5%
GolfNow Dollars	$43,190	$6,920	524.2%	$45,748	$10,140	351.2%
Dollars/Round	$57.36	$36.81	55.8%	$45.98	$30.73	49.6%

CITY OF NORWALK
Sharon Conners
Purchasing Agent
sconners@norwalkct.org
P: 203-854-7947 / F: 203-854-7817
125 East Avenue, PO BOX 5125
Norwalk, CT 06856-5125

NORWALK
The Sound of Connecticut

MEMORANDUM

To: Finance and Claims Committee of the Common Council and Common Council
From : Sharon Conners, Purchasing Agent
RE : 4207-POSTAGE METER MACHINE
Date : 06/02/2022

The current postage meter machine agreement with Quadient Inc. will be expired at the end of June. The postage meter machine is shared (cost and use) with the City of Norwalk BOE.

Representatives of BOE (Karen Barton) and the City (Sharon Conners) reviewed the options with Quadient, Inc. (our current provider). It has been determined that the machine replacement would be like the current one and add a dynamic weighing scale. The term for the new equipment is for sixty (60) months.

The City is exercising its option to procure through State of CT Contract number 16PSX0180 / NASPO Contract number ADSP016-169901.

Thank you for your review and consideration

Agenda Language

a. Authorize the Mayor to execute the LEASE-NASPO-Purchase Order (State of CT Contract number 16PSX0180 / NASPO Contract number ADSP016-169901) with Quadient Inc for a sixty (60) month lease, a total amount not to exceed $20,247.00. Funding available from account 011362-5294
b. Authorize the Purchasing Department to issue change orders on the contract for a total not to exceed $ 2025.00.

City of Norwalk
125 East Ave.
Norwalk , CT 06851
Phone 203-854-7947

LEASE - NASPO- PURCHASE ORDER

NASPO Contract Number – ADSPO16-169901
State Contract #16PSX0180

To:
Quadient, Inc.
478 Wheelers Farms Road
Milford, CT 06461
800-881-6245

Ship To:
Sharon Conners
City of Norwalk
125 East Ave.
Norwalk, CT 06851
Phone 203-854-7947

P.O. NUMBER/DATE	REQUISITIONER	SHIPPED VIA	F.O.B. POINT	TERMS
		GROUND	Destination	60 mo. / Billed Qtrly.

QTY	UNIT	DESCRIPTION	UNIT PRICE	TOTAL
1	ESP01N	POWER CONDITIONER 15 AMP		
1	IX7	iX-7 Series Base w/ Mixed Size Feeder, Sealer, Drop Tray & Ink Cartridge		
1	IXDS7	Dynamic Weighing Platform for IX Series 7/7PRO Bases		
1	IXWP10	IX Series 10 lb Weighing Platform		
		Lease Term: 60 MONTHS Billing Frequency: QUARTERLY		
			TOTAL	$337.45 /mo.

1. Order is governed under the terms and conditions of the NASPO Contract # ADSPO16-169901. Enter this order in accordance with the prices, terms, delivery and specifications listed above.

2. Payments will be sent to:
Quadient Inc.
Dept 3689
PO Box 123689
Dallas, TX 75312-3689
Federal ID Number 94-2388882

3. Send all correspondence to:
Quadient, Inc.
478 Wheelers Farms Rd.
Milford, CT 06461
203-301-3400 (p)
203-301-2600 (f)

Authorized By Date

Print Name and Title

CITY OF NORWALK
Henry M. Dachowitz
Chief Financial Officer
hdachowitz@norwalkct.org

Mobile: 516-728-4991
Office: 203-854-7870

125 East Avenue, PO BOX 5125
Norwalk, CT 06856-5125

M E M O R A N D U M

To: Finance and Claims
From: Henry M. Dachowitz, CFO
Date: June 2022
Subject: Auditing Services – FY23 GASB 87

The Governmental Accounting Standards Board (GASB) statement number 87, Leases, is effective for fiscal year 2022. The standard establishes a single model for lease accounting based on the principle that leases are financings of the right to use an underlying asset, which should result in the recognition and reporting of leased assets and the liability associated with subsequent lease payments, which have historically been classified as operating leases of the current reporting period only. The new Statement requires a Lessee to recognize a lease liability and an inability right-to-use lease asset, with the lessor required to recognize a lease receivable and a deferred inflow of resources.

Steps to implement GASB 87

1. Take inventory of all possible leases and review contracts.
2. Determine if lease is applicable to GASB 87 Statement.
3. Determine the lease asset and liability value and make adjustment to the financials accordingly.

The City and BOE estimate over 100 leases to be evaluated for GASB 87 implementation. I am submitting for approval for Clifton Larson Allen, LLP (CLA) to assist with the GASB 87 implementation for FY22 Audit.

Agenda Language:
Authorize the Mayor, Harry W. Rilling, to execute agreement with Clifton Larson Allen, LLP (CLA) for addition work related to GASB 87 implementation.

DEPT OF FINANCE
Purchasing Department
NONCOMPETITIVE PROCUREMENT JUSTIFICATION FORM

DATE: 05/18/22 **DEPARTMENT:** Finance

Procurement by non–competitive proposals may be used only when the award of a contract is infeasible under informal competitive Quotations (§3-204), Informal Competitive Request for Proposals (§3-205), seal bids, or competitive proposals and at least one of the following circumstances applies:

Check One:

☐	The item is available only from a single source (justification is attached). The provisions of this regulation apply to all sole source procurements unless emergency conditions exist as defined by Purchasing Guideline on Emergency Procurements
☐	After solicitation of a number sources, competition is determined inadequate (record of source contacts and/or attempts to obtain pricing is attached)
☐	The compatibility of equipment, accessories, or replacement parts is of paramount consideration
☐	The item/service is available on a Cooperative Purchasing Agreement (please provide the organization name, quote and the contract/agreement number)
☐	The public exigency or emergency for the requirement will not permit a delay resulting from competitive solicitation (documented emergency contingency is attached). **Please forward this form and supporting documentation within 48 hours of the Emergency**
☑	Other, please explain: Expand scope of work with CLA due to time constraint and professional service for the fiscal year 2022 Audit. See attached Memo

TOTAL COST: ______________ **MUNIS Account:** 011310-5258 Other professional Services

VENDOR: Clifton Larson Allen LLP (CLA)

Purchasing Agent Signature	**The Purchasing Agent**		**Department Head Signature**
		Supports	
Purchasing Agent Name		**Does Not Support**	**Department Head Name**
		Single Source Requires Common Council Authorization (in excess of $20,000.00)?	
Date			**Date**

JUSTIFICATION:

ANY OTHER VENDORS CONTACTED FOR PRICING? (Please attach quotes): ______________________

Vendor 1: ____

Vendor 2: ____

EMERGENCY: Explain in detail the nature of the emergency