FINANCE AND CLAIMS COMMITTEE OF THE COMMON COUNCIL MEETING AGENDA
Thursday, April 11, 2024, 7:00 P. M.
By Zoom Virtual Teleconference:

To allow public access, anyone may access a meeting by attending 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" can 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.

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Agenda

1. Call to Order
2. Roll Call
3. Public Participation
4. Approve the Minutes of the following Finance Committee Meetings:

   March 14, 2024-Regular Finance and Claims Committee Meeting

5. Tax Assessor report.
6. Claims Committee Report: April 2024.
7. Narrative on Tax Collections dated April 2024 – Receive Report and discuss.
8. Monthly Tax Collector's Reports dated March 2024 – Receive Report and discuss.
9. Received Oak Hills Park Authority Monthly Financial Statements for February 2024.

10. Authorize the Mayor, Harry W. Rilling to execute the Grant Assignment Certification, SFY 2024 assigning State of Connecticut 13b-38bb Elderly and Disabled Demand Responsive Municipal Grant Program apportioned funds to operation of transportation services coordinating entity, Norwalk Transit District. City match $390,000 account 012010-5A0620.

11.Purchasing Agent report on approved contracts listing.

12. Authorize the Mayor, Harry W. Rilling, to submit an application to the State of Connecticut for grant funds provided under the State of Connecticut's Local Capital Improvement Fund for Local Capital Improvement Program ($847,944.96 – 2024 Grant).

13. Authorize the Norwalk Public School Purchasing Agent to issue purchase orders in accordance with City Procurement Guidelines for hardware plus Forticare premium for an amount not to exceed $122,208.98 account 09110600-5777-C0375 (09235010-5777-C0112 AND 09245010-5777-C0112).

14.. Appointment of Auditors to audit Fiscal Year 2024.

15. Adjournment.

CITY OF NORWALK
FINANCE AND CLAIMS COMMITTEE
MARCH 14, 2024
BY ZOOM VIRTUAL TELECONFERENCE

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ATTENDANCE:	Gregory Burnett, Chair; Heather Dunn; Johan Lopez; Melissa Murray; Douglas Sutton; Dajuan Wiggins
STAFF:	Lisa Biagiarelli, Tax Collector; Mickey Docimo, Administrative Manager; Melissa Evans, Deputy Chief, Norwalk Police Department
OTHERS:	Denise Brown and Jim Hollyday, Oak Hills Park Authority

1. **CALL TO ORDER**

Mr. Burnett called the meeting to order at 7:00 p.m.

2. **ROLL CALL**

Mr. Burnett called the Roll as indicated above. A Quorum was present.

3. **PUBLIC PARTICIPATION**

There were no members of the public who wished to comment this evening.

4. **APPROVE THE MINUTES OF THE FOLLOWING FINANCE COMMITTEE MEETINGS**:

January 11, 2024-Special Finance and Claims Committee Meeting

The following corrections were made to the minutes:

Correct the spelling of Mr. Pennington and Mr. Wiggins' names.

**** MS. DUNN MOVED TO ACCEPT THE MINUTES AS CORRECTED**
**** MOTION PASSED UNANIMOUSLY**

February 15, 2024- Special Finance and Claims Committee Meeting

The following corrections were made to the minutes:

Grant list should be grand list
Director should be direction

**** MR. LOPEZ MOVED TO APPROVE THE MINUTES AS CORRECTED**
**** MOTION PASSED WITH ONE ABSTENTION (MS. MURRAY)**

February 22, 2024-Special Finance and Claims Committee Meeting

**** MS. DUNN MOVED TO ACCEPT THE MINUTES AS CORRECTED**

The following corrections were made to the minutes:

Correct the spelling of Mr. Burnett's name throughout
State should be statute
8 should be $8 million draw down
Mr. Lopez asked how the departments dealt with the budget and scrubbed as much as they can should read Mr. Lopez asked how the departments dealt with the budgetary priorities and scrubbed as much as they can.

**** MOTION PASSED UNANIMOUSLY**

5. **CLAIMS COMMITTEE**: March 2024

Ms. Biagiarelli reviewed three claims that each amounted to over $10,000. The first two claims were due to incorrect assessments and the third was due to a stipulated judgement for the 2020 grand list that was over paid.

** **MS. DUNN MOVED TO APPROVE THE CLAIMS COMMITTEE REQUEST AND FORWARD IT TO THE FULL COMMON COUNCIL FOR APPROVAL AT THE MARCH 26, 2024 MEETING**
** **MOTION PASSED UNANIMOUSLY**

6. **NARRATIVE ON TAX COLLECTIONS DATED MARCH 2024** – Receive Report and discuss.

7. **MONTHLY TAX COLLECTOR'S REPORTS DATED FEBRUARY 2024**– Receive Report and discuss.

Ms. Biagiarelli highlighted her report as follows:

> As of the end of February 2024, having concluded eight months of the fiscal year, we collected nearly $368 million against what is now our $379.4 million adjusted levy. Our adjusted levy increased since the beginning of the fiscal year with the addition of $4.2 million in supplemental motor vehicle taxes that were payable by February 1, 2024.
>
> Although we added these billable taxes in November 2023, the cumulative net adjusted levy remains significantly reduced from the original budgeted levy by nearly $3.9 million, primarily due to credits resulting from stipulated judgments in property tax appeal cases. As of the end of February 2024, our current collection rate was 96.94%. We also collected 97.96% of our sewer use levy, more than $18 million, and 83.87% of the Industrial Pretreatment Program (IPP) fee billing on behalf of the WPCA. Compared with the prior fiscal year, we ended February 2024 slightly ahead of last year for collection of taxes (.4%); sewer use (.72%), and down slightly for the IPP fee (-.19).
>
> As noted in last month's report, although the collection period ended February 1, we continued to process payments timely received through the first week of February 2024. We can now accurately assess our collection and report that we are slightly ahead of where we were last year at this time. Regarding prior years' collections, through the end of February, we continue to see the effects of transferred payments from prior years taxes to current taxes, in accordance with court stipulated judgments in property tax appeal cases, as noted above. I have addressed this issue in greater detail in prior narratives. Please note that the figures we report are net of refunds and credits. We sent delinquent notices for past due real estate and business personal property taxes and sewer use

charges in February, and delinquent notices for motor vehicle taxes are being mailed this week.

Our delinquent notices take the form of what is called a Demand for Payment of back taxes. This is a statutory term and is not meant to imply rudeness to the taxpayer; the tax collector is required to "make demand" before taking any additional collection enforcement action. We expect to file lien continuing certificates in the town clerk's office at the end of the month of March.

We continue working on the tax sale and have moved the date of the sale forward to Monday, September 9, 2024. We have 171 properties in the sale and expect to add more. Our targeted collection for this sale is approximately $4.5 million. We started work on the sale in November 2023 and mailed preliminary letters to owners of about 100 properties scheduled to be included. We subsequently identified more properties for inclusion, assigned title searches, and sent preliminary letters for another 87 properties last month.

As of the end of February 2024, we already collected more than $1.1 million on sale properties since November 2023. Our year to date collections of prior years' taxes and interest through February 2024 are already $1.6 million more than what we collected during the same time period of the prior fiscal year. The purpose of the tax sale is to enforce collection of past due taxes. I provided basic information on what a tax sale involves and why we do them in last month's narrative.

The 2024 tax sale will be our 10th sale since 2003. We have collected a cumulative total of more than $43 million on properties directly included in tax sales; this figure does not include ancillary collections on properties not included in the sales that were nonetheless brought current due to publicity surrounding the sale initiatives. Usually 90 – 95% of the properties originally slated for sale are removed from the sale when the back taxes are paid. Tax sale is our principal means of addressing past due real estate tax collections. More effective tax collections and higher current and back collection rates allow the rate makers (Board of Estimate and Taxation) to set lower mill rates, as they will require a smaller allowance for uncollectible taxes.

Conversely, lower tax collection rates require higher mill rates to be set, because not everybody pays on time, and the funds nonetheless are being allocated for spending, so the on-time taxpayers make up the difference. Lower mill rates allow for more stable budgeting, contribute to higher bond ratings, and serve as de facto tax relief for every taxpayer. I will continue to keep all stakeholders advised of our progress, and am available to respond to any questions, issues or concerns.

With the tax sale being held in September, Mr. Burnett asked Ms. Biagiarelli where taxes collected after July 1st will be recorded. Ms. Biagiarelli explained that a majority of the taxes will be paid before the tax sale, but anything collected after June 30th will roll into the 2024-2025 fiscal year.

8. **TAX ASSESSOR REPORT**.

Mr. Burnett highlighted the Tax Assessor report. A discussion took place about the elderly and disabled tax relief program.

Mr. Lopez asked about the revaluation. Mr. Burnett said this would be a follow up question for the Tax Assessor.

9. Received Oak Hills Authority Monthly Financial Statements for December 2023, January 2024 and Auditors' Report for the Year ended June 30, 2023.

Ms. Brown highlighted the financials and the Auditor's Report, included in the meeting backup. Mr. Burnett noted that all seems to be moving in the right direction. Ms. Brown said they had a problem getting the audit report on time and may look into another auditor. She said the audit report did not show any concerns. Mr. Burnett asked if there were plans to address the $395,00 uninsured assets listed in the audit report. Ms. Brown said that money has now been invested and insured. In response to Mr. Burnett's comment, Ms. Brown confirmed there were no significant findings in the audit.

** **MS. MURRAY MOVED TO APPROVE PROPOSED FIVE-YEAR LICENSE AGREEMENT ODEEN'S OHGC, LLC FOR RESTAURANTS SERVICES AT OAK HILL PARK.**

Ms. Brown introduced Mr. Hollyday, the new General Manager at Oak Hills Park. He gave an update on the lease agreement for the restaurant and said a committee selected a restauranteur. He reviewed their experience and added that the lease agreement was reviewed and approved by the City's Legal department.

** **MOTION PASSED UNANIMOUSLY TO MOVE THIS ITEM FOR APPROVAL AT THE FULL COMMON COUNCIL MEETING ON MARCH 26, 2024**

Mr. Burnett asked if there were any major changes to the contract. Mr. Hollyday said the only changes pertain to special events.

** **MR. LOPEZ MOVED TO REQUEST A REDUCTION IN THE AMOUNT $657,000 FROM THE POLICE COMMUNICATIONS CONSOLE ACCOUNT #09213610-5777-C0638 FOR FY 2023-24 TO PURCHASE SIX VEHICLES FOR THE POLICE DEPARTMENT**.

Mr. Burnett explained that this request is to reallocate funds to purchase six vehicles.

Deputy Chief Evans said they want to move money out of the Community Console account and reallocate it to the Vehicle Account to allow them to purchase six new vehicles.

Mr. Docimo explained that this is a request for six patrol vehicles.

Mr. Lopez asked how often the patrol vehicles are replaced and how do they make that determination. Deputy Chief Evans explained that they typically get 100-120,000 hard miles on the cars; they are driven 24/7.

Mr. Wiggins asked about the $657,000 from the Community Console account. Deputy Chief Evans explained that was left over funding from that account. Mr. Wiggins asked if they are adding to the fleet. She said the Police Department just decommissioned their last Crown Victoria and some Ford Explorers. If the vehicles are still good, they will be used, but not for first line response. If not, they will go to auction and the money will go back to the City.

Mr. Burnett explained that due to budget constraints seven or eight years ago, the City was not approving new vehicles. Since then, they were able to get on a rolling rotation of purchasing new cars and taking old vehicles off the road. The funding for these six new cars is due to changes in the Police Community Console account project. Around $5 million will be returned to the City and a portion of that amount will be used to pay for the new vehicles. Mr. Docimo added that the original amount allocated for the project was $13 million.

If approved, and they are in stock, the vehicles will take about four to six months to arrive. They are waiting for the installation of the two charging stations for the two new electric vehicles.

Mr. Lopez asked about repairs. Deputy Chief Evans explained that cars are maintained at the Department of Public Works, warrantee work is done at the dealership and they also use dedicated body shops.

** **MOTION PASSED UNANIMOUSLY TO MOVE THIS ITEM FOR APPROVAL AT THE FULL COMMON COUNCIL MEETING ON MARCH 26, 2024**

** **MR. WIGGINS MOVED TO APPROVE REQUESTING AN INCREASE IN THE AMOUNT OF $657,000 IN THE POLICE CARS AND VAN REPLACEMENT ACCOUNT #09243010-5777-C0665 TO PURCHASE SIX NEW VEHICLES.**

Mr. Burnett briefly reviewed this request.

** **MOTION PASSED UNANIMOUSLY TO MOVE THIS ITEM FOR APPROVAL AT THE FULL COMMON COUNCIL MEETING ON MARCH 26, 2024**

13. **ADJOURNMENT**.

****	MS. DUNN MOVED TO ADJOURN**
****	MOTION PASSED UNANIMOUSLY**

There was no further business, and the meeting was unanimously adjourned at 8:04 p.m.

Respectfully submitted,

Rosemarie Lombardi
Telesco Secretarial Services

ITEM #6

AGENDA

CLAIMS COMMITTEE MEETING — APR 11TH 2024

REFUNDS PROCESSED CLAIMS COMMITTEE — APPROVED BY TAX COLLECTOR

MOTOR VEHICLE

PAY TO:	BILL No & AMOUNT REFUNDED	REASON
ACAR LEASING LTD	22-MV-300358 $510.78	ABATEMENT
ACAR LEASING LTD	22-MV-400097 $396.26	PRORATION
AFZAL SAIRA	20-MV-301067 $149.29	SENT TO MONROE
	21-MV-301003 $193.56	SENT TO MONROE
	22-MV-300928 $204.22	SENT TO MONROE
AREVALO-CACERES MARIA & NELSON	22-MV-400608 $313.35	DUP/OVERPAYMENT
BAUTISTA NOVA RAMON ELPIDIO	22-MV-305074 $113.03 + $11.87 INT	ABATEMENT
CAB EAST LLC	22-MV-308644 $496.37	PRORATION
CCAP AUTO LEASE LTD	22-MV-402146 $195.08	PRORATION
CHAVEZ RINA ELIZABETH	22-MV-312277 $42.53	PRORATION
CLARKE LEIGH D	21-MV-312836 $286.33	ABATEMENT
COSSUTO CHRISTOPHER PAUL	21-MV-314403 $72.30	PRORATION
COSTA FONTES MARCUS V	22-MV-402703 $43.66 + $1.31 INT	PRORATION
COTO CARLOS E	22-MV-314790 $15.66	PRORATION
CURCIO BRITTNEY LEE	20-MV-314996 $577.44	SENT TO STAMFORD
	21-MV-315194 $659.00	SENT TO STAMFORD
	22-MV-315551 $588.62	SENT TO STAMFORD
DAKSHIN PALLAVI VENK	22-MV-316065 $131.56	PRORATION
ENTERPRISE FM TRUST	22-MV-321060 $131.23	PRORATION
	22-MV-321070 $243.65	PRORATION
	22-MV-321095 $172.48	PRORATION

GARCIA QUIROA ESVIN L	22-MV-325366 $117.17	PRORATION
GONZALEZ MARIELA	21-MV-326624 $460.14 + $34.51 INT	SENT TO DANBURY
GUTHMAN FRANKLIN H JR	22-MV-328879 $44.42	PRORATION
HONDA LEASE TRUST	22-MV-331367 $526.77	PRORATION
	22-MV-331797 $748.54	PRORATION
	22-MV-331995 $560.13	PRORATION
	22-MV-332055 $311.03	PRORATION
	22-MV-331602 $478.27	PRORATION
HONDA LEASE TRUST	21/22-MV-SEE ATTACHED $ 4,963.85	PRORATION
HYUNDAI LEASE TITLING TRUST	22-MV-332843 $707.51	PRORATION
HYUNDAI LEASE TITLING TRUST	22-MV-333003 $651.41	PRORATION
JP MORGAN CHASE BANK	22-MV-335902 $399.09	PRORATION
JP MORGAN CHASE BANK	22-MV-SEE ATTACHED $3,604.80	PRORATION
JP MORGAN CHASE BANK	22-MV-406765 $805.03	PRORATION
KURTZMAN JOHN G	22-MV-338313 $13.28	PRORATION
MEW VICTOR & CAROLE A	22-MV-408680 $558.86	PRORATION
MUSTAFA JESUS ABDUL	22-MV-348447 $29.52	ASSESSMENT CHANGE
NISSAN MOTOR ACCEPTANCE	22-MV-349921 $524.64	ABATEMENT
PANTOJA-SALCEDO SERGIO	21-MV-351060 $166.35	ABATEMENT
	22-MV-352404 $149.84	ABATEMENT
PIRO JOHN F JR	21-MV-411036 $611.02	SENT TO DANBURY
	21-MV-353166 $161.02 + $7.25 INT	SENT TO DANBURY
	22-MV-354642 $694.74 + $72.95 INT	SENT TO DANBURY
	22-MV-354639 $174.88 + $18.36 INT	SENT TO DANBURY
TARPLEY CHAD A	21-MV-364142 $86.55	PRORATION
TOYOTA LEASE TRUST	22-MV-368694 $382.82	PRORATION
VALENCIA-LLACTAS GREGORY N	22-MV-370270 $103.65 + $8.17 INT	PRORATION
	22-MV-370273 $11.73 + $1.06 INT	PRORATION
VANVELZOR BRUCE P & SARABETH	22-MV-370574 $87.50	PRORATION

VAULT TRUST	22-MV-SEE ATTACHED $2,187.51	PRORATION
VW CREDIT LEASING LTD	22-MV-372528 $154.50	PRORATION

REAL ESTATE

ARPAIO JAMES P

4 LYNCREST DRIVE

5-3A-59-0 | 21-RE-101689 $148.15 | VETERAN EXEM APPLIED

BLECHNER RALPH E & LEGARSE-BLECHNER CECILIA

9 HYATT AVE

5-65-195-0 | 22-RE-103042 $3,404.78 | OVERPAID

CORELOGIC

5 LEUVINE ST

1-41-9-0 | 22-RE-124257 $526.80 | INC EXEMPTION

CORELOGIC

369 ROWAYTON AVE

6-27-17-0 | 22-RE-102460 $7,784.87 | DUP PAYMENT

CORELOGIC

11 NORDEN PL #11

3-17-34-11 | 22-RE-119999 $1,261.00 | DUP PAYMENT

CORELOGIC 133 ROWAYTON WOODS DR 9/133 5-80-200-9/133	22-RE-116289 $3,297.51	DUP PAYMENT
CORELOGIC 25 HONEYSUCKLE DR 5-16-406-0	22-RE-123777 $3,475.74	DUP PAYMENT
CORELOGIC 14 GOLDEN HILL ST 2-29-14-0	22-RE-106035 $2,956.40	DUP PAYMENT
CORELOGIC 111 WESTPORT AVE 1-80-10-0	22-RE-100062 $7,992.03	DUP PAYMENT
CORELOGIC 12 SOUTH ST 2-33-13-0	22-RE-128974 $2,430.49	DUP PAYMENT
CORELOGIC 39 CRANBURY RD 5-18-72-0	22-RE-127560 $5,503.47	DUP PAYMENT
CORELOGIC 80 GILLIES LANE 8/08 5-64-200-8/08	22-RE-111578 $2,868.97	DUP PAYMENT

CORELOGIC 72 STUART AVE 1-6-100-0	20-RE-129506 $1,895.65	OVERPAYMENT
CORELOGIC 72 STUART AVE 1-6-100-0	22-RE-128973 $1,989.99	OVERPAYMENT
DASILVA MARIA 19 HEATHER LN 5-4-224-0	22-RE-106781 $1,750.00	ELDERLY EXEMP APPLIED
GABLENZ TYLER H TRUSTEE 53 WOLFPIT AVE 5-16-42-0	20-RE-109979 $3,560.68	DUP/OVER PAYMENT
GANDHI MUKESH & DIPTI M 10 ARCH ST UNIT C2 1-23-21-C2	22-RE-110058 $1,611.82	DUPLICATE PAYMENT
GONTIJO ANGELA 9 HAMILTON AVE #3 2-48-52-3 2-48-52-3	21-RE-110909 $382.00 22-RE-110822 $396.00	SEWER ABTMNT PER WPCA
LEONARD DANIEL & LEVY ELENA T 47 FORBELL DRIVE 5-52-58-0	20-RE-115444 $367.00	SEWER ABATEMENT

REYNOLDS DAVID C		
79 WITCH LANE		
6-32C-12-0	22-RE-122078 $8,245.67	DUPLICATE PAYMENT
SILK SCOTT T		
4 QUINCY STREET		
1-12-15-0	22-RE-124339 $5,214.62	OVERPAYMENT
TWENTY SHEEHAN AVE LLC		
20 SHEEHAN AVE		
5-83-63-0	21-RE-127383 $4,509.84	DUPLICATE PAYMENT
YUPANQUI PATRICIA		
9 HAMILTON AVE #4		
2-48-52-4	21-RE-129363 $382.00	
2-48-52-4	22-RE-128805 $396.00	SEWER ABTMNT PER WPCA

SPECIAL REQUEST

SCHAEFER JAMES		
2 ROWAYTON AVE		
6-3-34-0	22-RE-123566 $18,661.40	PAID IN ERROR
VAULT TRUST	22-MV-SEE ATTACHED $15,418.81	PRORATION

ITEM #6

Ernst

MAR 0 4 2023

Interest Date : 03/04/2024

Page :1

Inquiry Report Bill# Unique_id Dist	NORWALK TAX COLLECTOR Name Address City/State/Zip	Prop Loc/Veh.Info./Plan-Sew MBL/LINK # Flags	TOT Inst TOT Adj TOT Paid	Tax Due Int Due L/F/Bint Due	Balance Due Now Discount
2021-03-0330365-00 330365 1	HONDA LEASE TRUST 1919 TORRANCE BLVD TORRANCE CA 90501	3AJKK1/19UUB6F55MA009909/2021/ACURA/TLX TECH /DMV CIVLS: 139794-6181511-Y	986.37 -986.37 986.37	-986.37 0.00 0.00	-986.37 -986.37 0.00
2021-03-0330384-00 330384 1	HONDA LEASE TRUST 1919 TORRANCE BLVD TORRANCE CA 90501	857RHO/2HKRW6H31KH204822/2019/HONDA/CR-V LX /DMV CIVLS: 139794-5296977-Y	579.57 -289.80 579.57	-289.80 0.00 0.00	-289.80 -289.80 0.00
2021-03-0331074-00 331074 1	HONDA LEASE TRUST 1919 TORRANCE BLVD TORRANCE CA 90501	AG23825/5J8TC2H31LL032586/2020/ACURA/RDX /DMV CIVLS: 139794-5743952-Y	842.41 -210.59 842.41	-210.59 0.00 0.00	-210.59 -210.59 0.00
2021-03-0331153-00 331153 1	HONDA LEASE TRUST 1919 TORRANCE BLVD TORRANCE CA 90501	AT81170/5J8YD4H36KL027896/2019/ACURA/MDX /DMV CIVLS: 139794-5426529-Y	796.04 -265.09 796.04	-265.09 0.00 0.00	-265.09 -265.09 0.00
2021-03-0331178-00 331178 1	HONDA LEASE TRUST 1919 TORRANCE BLVD TORRANCE CA 90501	AV95716/5FNYF6H52KB099090/2019/HONDA/PILOT EX /DMV CIVLS: 139794-5609222-Y	785.90 -131.26 785.90	-131.26 0.00 0.00	-131.26 -131.26 0.00
2022-03-0331313-00 331313 M056	HONDA LEASE TRUST 11675 GREAT OAKS WAY SUITE 200 ALPHARETTA GA 30022	185UBR/3CZRU6H56KM732402/2019/HONDA/HR-V EX Bank - M056/DMV CIVLS: 139794-5726800-ON	547.58 -365.24 547.58	-365.24 0.00 0.00	-365.24 -365.24 0.00
2022-03-0331554-00 331554 M056	HONDA LEASE TRUST 11675 GREAT OAKS WAY SUITE 200 ALPHARETTA GA 30022	AV62659/3CZRU6H17KG720450/2019/HONDA/HR-V SPO Bank - M056/DMV CIVLS: 139794-5561543-ON	511.33 -298.09 511.33	-298.09 0.00 0.00	-298.09 -298.09 0.00
2022-03-0331609-00 331609 M056	HONDA LEASE TRUST 11675 GREAT OAKS WAY SUITE 200 ALPHARETTA GA 30022	BF67768/3CZRU6H11NM726766/2022/HONDA/HR-V SPO Bank - M056/DMV CIVLS: 139794-6553742-ON	617.96 -154.50 617.96	-154.50 0.00 0.00	-154.50 -154.50 0.00
2022-03-0331668-00 331668 M056	HONDA LEASE TRUST 11675 GREAT OAKS WAY SUITE 200 ALPHARETTA GA 30022	AS03173/2HKRW6H36JH231593/2018/HONDA/CR-V LX Bank - M056/DMV CIVLS: 139794-5181107-ON	531.04 -176.83 531.04	-176.83 0.00 0.00	-176.83 -176.83 0.00
2022-03-0331801-00 331801 M056	HONDA LEASE TRUST 11675 GREAT OAKS WAY SUITE 200 ALPHARETTA GA 30022	AY21007/2HKRW2H54LH617393/2020/HONDA/CR-V EX Bank - M056/DMV CIVLS: 139794-5823043-ON	679.26 -509.44 679.26	-509.44 0.00 0.00	-509.44 -509.44 0.00
2022-03-0331835-00 331835 M056	HONDA LEASE TRUST 11675 GREAT OAKS WAY SUITE 200 ALPHARETTA GA 30022	AW23568/3CZRU6H33KG727851/2019/HONDA/HR-V LX Bank - M056/DMV CIVLS: 139794-5621205-ON	499.05 -499.05 499.05	-499.05 0.00 0.00	-499.05 -499.05 0.00
2022-03-0332187-00 332187 M056	HONDA LEASE TRUST 11675 GREAT OAKS WAY SUITE 200 ALPHARETTA GA 30022	BC35931/5J8YE1H40NL013226/2022/ACURA/MDX TECH Bank - M056/DMV CIVLS: 139794-6318187-ON	1,175.11 -1,077.59 1,175.11	-1,077.59 0.00 0.00	-1,077.59 -1,077.59 0.00
# Of Acct (s) : 12			8,551.62 -4,963.85 8,551.62	-4,963.85 0.00 0.00	-4,963.85 -4,963.85 0.00

ITEM #6

Inquiry Report — NORWALK TAX COLLECTOR — Interest Date : 03/19/2024 — Page :1

Bill# Unique_id Dist	Name Address City/State/Zip	Prop Loc/Veh.Info./Plan-Sew MBL/LINK # Flags	TOT Inst TOT Adj TOT Paid	Tax Due Int Due L/F/Bint Due	Balance Due Now Discount
2022-03-0335508-00 335508 M059	JP MORGAN CHASE BANK NA 700 KANSAS LN LA4 4041 MONROE LA 71203	AU49074/JM3KFBCM0K0614395/2019/MAZDA/CX-5 TOU Bank - M059/DMV CIVLS: 140211-5450243-0N	569.98 -569.98 569.98	-569.98 0.00 0.00	-569.98 -569.98 0.00
2022-03-0335535-00 335535 M059	JP MORGAN CHASE BANK NA 700 KANSAS LN LA4 4041 MONROE LA 71203	AV52636/4S3GKAD65K3624861/2019/SUBAR/IMPREZA Bank - M059/DMV CIVLS: 140211-5605969-0N	489.45 -489.45 489.45	-489.45 0.00 0.00	-489.45 -489.45 0.00
2022-03-0335655-00 335655 M059	JP MORGAN CHASE BANK NA 700 KANSAS LN LA4 4041 MONROE LA 71203	AY33310/4S3GTAB66L3718314/2020/SUBAR/IMPREZA Bank - M059/DMV CIVLS: 140211-5850759-0N	495.33 -123.82 495.33	-123.82 0.00 0.00	-123.82 -123.82 0.00
2022-03-0335775-00 335775 M059	JP MORGAN CHASE BANK NA 700 KANSAS LN LA4 4041 MONROE LA 71203	AU12214/4S3GKAB63K3615143/2019/SUBAR/IMPREZA Bank - M059/DMV CIVLS: 140211-5400006-0N	462.79 -424.37 462.79	-424.37 0.00 0.00	-424.37 -424.37 0.00
2022-03-0335812-00 335812 M059	JP MORGAN CHASE BANK NA 700 KANSAS LN LA4 4041 MONROE LA 71203	AV21696/3MZBPAEMXKM101288/2019/MAZDA/3 PREMIU Bank - M059/DMV CIVLS: 140211-5551434-0N	520.92 -520.92 43.23	-43.23 0.00 0.00	-43.23 -43.23 0.00
2022-03-0335918-00 335918 M059	JP MORGAN CHASE BANK NA 700 KANSAS LN LA4 4041 MONROE LA 71203	JW711/JF2SKAXC2LH431570/2020/SUBAR/FORESTER Bank - M059/DMV CIVLS: 140211-5709053-0N	728.31 -667.86 728.31	-667.86 0.00 0.00	-667.86 -667.86 0.00
2022-03-0335944-00 335944 M059	JP MORGAN CHASE BANK NA 700 KANSAS LN LA4 4041 MONROE LA 71203	AW63770/SALCR2FX1KH807630/2019/LAND/DISCOVER Bank - M059/DMV CIVLS: 140211-5701183-0N	733.13 -489.00 733.13	-489.00 0.00 0.00	-489.00 -489.00 0.00
2022-03-0336081-00 336081 M059	JP MORGAN CHASE BANK NA 700 KANSAS LN LA4 4041 MONROE LA 71203	AR85295/4S3GTAA69K3714483/2019/SUBAR/IMPREZA Bank - M059/DMV CIVLS: 140211-5190753-0N	453.75 -340.32 453.75	-340.32 0.00 0.00	-340.32 -340.32 0.00
2022-03-0376205-00 376205 M059	JP MORGAN CHASE BANK NA P O BOX 901098 FORT WORTH CT 76101	AT65540/JF2SKAUC2KH503712/2019/SUBAR/FORESTER Bank - M059/DMV CIVLS: 140211-6374739-0Y	609.04 -456.77 609.04	-456.77 0.00 0.00	-456.77 -456.77 0.00
# Of Acct (s) : 9			5,062.70 -4,082.49 4,585.01	-3,604.80 0.00 0.00	-3,604.80 -3,604.80 0.00

9 ACCOUNTS

ITEM #6

Inquiry Report — NORWALK TAX COLLECTOR — Interest Date : 02/20/2024 — Page :1

Bill# / Unique_id / Dist	Name / Address / City/State/Zip	Prop Loc/Veh.Info./Plan-Sew / MBL/LINK # / Flags	TOT Inst / TOT Adj / TOT Paid	Tax Due / Int Due / L/F/Bint Due	Balance / Due Now / Discount
2022-03-0370829-00 370829 M103	VAULT TRUST 500 WOODWARD AVE DETROIT MI 48226	AS49413/1C4HJXFN6JW331787/2018/JEEP/WRANGLER Bank - M103/DMV CIVLS: 115263-5271426-ON	918.67 -918.67 918.67	-918.67 0.00 0.00	-918.67 -918.67 0.00
2022-03-0370858-00 370858 M103	VAULT TRUST 500 WOODWARD AVE DETROIT MI 48226	AT79392/1C4HJXEN5KW520756/2019/JEEP/WRANGLER Bank - M103/DMV CIVLS: 115263-5471241-ON	897.34 -149.86 897.34	-149.86 0.00 0.00	-149.86 -149.86 0.00
2022-03-0370884-00 370884 M103	VAULT TRUST 500 WOODWARD AVE DETROIT MI 48226	AY28080/1C4PJMDX3LD656118/2020/JEEP/CHEROKEE Bank - M103/DMV CIVLS: 115263-5973114-ON	669.66 -222.98 669.66	-222.98 0.00 0.00	-222.98 -222.98 0.00
2022-03-0370952-00 370952 M103	VAULT TRUST 500 WOODWARD AVE DETROIT MI 48226	AX24976/1C4PJMDX9LD527588/2020/JEEP/CHEROKEE Bank - M103/DMV CIVLS: 115263-5701726-ON	669.66 -334.83 669.66	-334.83 0.00 0.00	-334.83 -334.83 0.00
2022-03-0370953-00 370953 M103	VAULT TRUST 500 WOODWARD AVE DETROIT MI 48226	AV77972/ZARFANBN9K7605535/2019/ALFA/GIULIA T Bank - M103/DMV CIVLS: 115263-5743288-ON	676.06 -281.91 676.06	-281.91 0.00 0.00	-281.91 -281.91 0.00
2022-04-0413414-00 413414 S822	VAULT TRUST 500 WOODWARD AVE DETROIT MI 48226	AU73033/1C4PJMDX1LD523857/2020/JEEP/CHEROKEE LINK # 2022-MS-0011023 Bank - S822/DMV CIVLS: 115263-5639911-Y	486.86 -279.26 486.86	-279.26 0.00 0.00	-279.26 -279.26 0.00
# Of Acct (s) : 6			4,318.25 -2,187.51 4,318.25	-2,187.51 0.00 0.00	-2,187.51 -2,187.51 0.00

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FEB 21 2024
Ryan LLC

ITEM #6

2022010123566

GENERAL DATA REAL ESTATE NORWALK TAX COLLECTOR

AS OF 02/07/2024

BILL NO:	2022-01-0123566	ORIGINAL OWNER:	SCHAEFER JAMES
UNIQUE ID:	6-3-34-0	C/O:	
LINK#	2022LK0397619	ADDRESS:	2 ROWAYTON AVE
FILE#		ADDRESS2:	
BANK:	106	CITY ST ZIP:	NORWALK CT 06853
ESCROW:	ACCU	COUNTRY:	
VOL/PAGE:	9105-235	PROP LOC.:	2 ROWAYTON AVE
LIEN VOL/PAGE:		EXR PROP LOC:	
DISTRICT:	6 -	M/B/L:	6 3 34 0

PLAN CODE:	S1	DESCRIPTION:	
PROP ASSESSED:	1,543,414	ELD CODE:	0
EXEMPTIONS:		EXMPT CHANGE:	
COC CHANGE:			
NET VALUE:	1,543,414		
MILL RATE:	23.9254		

*** BILLED ***

	TOWN	SEWER	TOTALS
INST1	18,463.40	198.00	18,661.40
INST2	18,463.40	198.00	18,661.40
INST3	0.00	0.00	0.00
INST4	0.00	0.00	0.00
ADJS	0.00	0.00	0.00
TOT TAX	36,926.80	396.00	37,322.80
TOTAL PAID:	55,588.20	396.00	55,984.20

*** PAYMENTS ***

TYPE	CYCLE	DATE	ADJ	TERM/BATCH/SEQ	INST	AMOUNT	INTEREST	LIENS	FEES	TOTALS
Pmt	7	01/26/2024 O		8/27/195	T	18,661.40	0.00	0.00	0.00	18,661.40
Pmt	7	01/19/2024		20/326/15	T	18,661.40	0.00	0.00	0.00	18,661.40
Pmt	1	07/24/2023		4/91/258	T	18,661.40	0.00	0.00	0.00	18,661.40
		TOTAL PAYMENTS				55,984.20	0.00	0.00	0.00	55,984.20

TOTAL BALANCE DUE AS OF 02/07/2024

	TOWN	SEWER	TOTAL
INT DUE	0.00	0.00	0.00
LIEN DUE	0.00	0.00	0.00
FEES DUE	0.00	0.00	0.00
TAX DUE NOW	-18,661.40	0.00	-18,661.40
TOT DUE NOW	-18,661.40	0.00	-18,661.40
BALANCE DUE	-18,661.40	0.00	-18,661.40

*** FLAGS ***

Circuit Breaker Amount 0 Benefit Year 0

Invalid Address Flag No

ITEM #6

Inquiry Report NORWALK TAX COLLECTOR Interest Date : 04/04/2024

Bill# Unique_id Dist	Name Address City/State/Zip	Prop Loc/Veh.Info./Plan-Sew MBL/LINK # Flags	TOT Inst TOT Adj TOT Paid	Tax Due Int Due L/F/Bint Due	Balance Due Now Discount
2022-03-0370806-00 370806 M103	VAULT TRUST 500 WOODWARD AVE DETROIT MI 48226	AX05299/1C4HJXDG4LW193822/2020/JEEP/WRANGLER Bank - M103/DMV CIVLS: 115263-5796932-ON	862.16 -431.08 862.16	-431.08 0.00 0.00	-431.08 -431.08 0.00
2022-03-0370807-00 370807 M103	VAULT TRUST 500 WOODWARD AVE DETROIT MI 48226	AX42447/1C4HJXDN2LW300770/2020/JEEP/WRANGLER Bank - M103/DMV CIVLS: 115263-5805942-ON	878.67 -439.34 878.67	-439.34 0.00 0.00	-439.34 -439.34 0.00
2022-03-0370809-00 370809 M103	VAULT TRUST 500 WOODWARD AVE DETROIT MI 48226	AX56562/3C4NJDBB3LT173527/2020/JEEP/COMPASS Bank - M103/DMV CIVLS: 115263-5821335-ON	578.51 -241.24 578.51	-241.24 0.00 0.00	-241.24 -241.24 0.00
2022-03-0370822-00 370822 M103	VAULT TRUST 500 WOODWARD AVE DETROIT MI 48226	AT79305/1C4RJFAG0KC709998/2019/JEEP/GRAND CH Bank - M103/DMV CIVLS: 115263-5402868-ON	657.93 -548.07 657.93	-548.07 0.00 0.00	-548.07 -548.07 0.00
2022-03-0370823-00 370823 M103	VAULT TRUST 500 WOODWARD AVE DETROIT MI 48226	AU46622/1C4PJMDX7KD389080/2019/JEEP/CHEROKEE Bank - M103/DMV CIVLS: 115263-5479810-ON	588.62 -441.46 588.62	-441.46 0.00 0.00	-441.46 -441.46 0.00
2022-03-0370831-00 370831 M103	VAULT TRUST 500 WOODWARD AVE DETROIT MI 48226	AW13804/1C4PJMDX8KD456155/2019/JEEP/CHEROKEE Bank - M103/DMV CIVLS: 115263-5419100-ON	588.62 -196.02 588.62	-196.02 0.00 0.00	-196.02 -196.02 0.00
2022-03-0370842-00 370842 M103	VAULT TRUST 500 WOODWARD AVE DETROIT MI 48226	BG20220/1C4SJVDT2NS123835/2022/JEEP/WAGONEER Bank - M103/DMV CIVLS: 115263-6616384-ON	1,678.43 -1,539.13 1,678.43	-1,539.13 0.00 0.00	-1,539.13 -1,539.13 0.00
2022-03-0370849-00 370849 M103	VAULT TRUST 500 WOODWARD AVE DETROIT MI 48226	AW70321/3C4NJDBB0LT145958/2020/JEEP/COMPASS Bank - M103/DMV CIVLS: 115263-5775422-ON	578.51 -385.87 578.51	-385.87 0.00 0.00	-385.87 -385.87 0.00
2022-03-0370857-00 370857 M103	VAULT TRUST 500 WOODWARD AVE DETROIT MI 48226	BC68449/1C4HJXFN9MW717818/2021/JEEP/WRANGLER Bank - M103/DMV CIVLS: 115263-6312728-ON	1,101.02 -91.37 1,101.02	-91.37 0.00 0.00	-91.37 -91.37 0.00
2022-03-0370882-00 370882 M103	VAULT TRUST 500 WOODWARD AVE DETROIT MI 48226	AX56695/1C6SRFBT9LN142273/2020/RAM/1500 BIG Bank - M103/DMV CIVLS: 115263-58600685-ON	820.57 -410.27 820.57	-410.27 0.00 0.00	-410.27 -410.27 0.00
2022-03-0370888-00 370888 M103	VAULT TRUST 500 WOODWARD AVE DETROIT MI 48226	AV00498/1C4RJFBG9KC787159/2019/JEEP/GRAND CH Bank - M103/DMV CIVLS: 115263-5482577-ON	735.26 -61.03 735.26	-61.03 0.00 0.00	-61.03 -61.03 0.00
2022-03-0370905-00 370905 M103	VAULT TRUST 500 WOODWARD AVE DETROIT MI 48226	AY46193/1C6SRFJT1LN329962/2020/RAM/1500 LAR Bank - M103/DMV CIVLS: 115263-5943096-ON	1,011.44 -758.56 1,011.44	-758.56 0.00 0.00	-758.56 -758.56 0.00
2022-03-0370923-00 370923 M103	VAULT TRUST 500 WOODWARD AVE DETROIT MI 48226	AX56532/3C4NJDCB4LT173762/2020/JEEP/COMPASS Bank - M103/DMV CIVLS: 115263-5809901-ON	622.23 -466.67 622.23	-466.67 0.00 0.00	-466.67 -466.67 0.00
2022-03-0370924-00	VAULT TRUST	AY70504/1C4HJXEG7LW295629/2020/JEEP/WRANGLER			

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370924 M103	500 WOODWARD AVE DETROIT MI 48226	Bank - M103/DMV CIVLS: 115263-5918920-ON	983.17 -409.99 983.17	-409.99 0.00 0.00	-409.99 -409.99 0.00
2022-03-0370932-00 370932 M103	VAULT TRUST 500 WOODWARD AVE DETROIT MI 48226	AX56667/1C4HJXEN3LW209831/2020/JEEP/WRANGLER Bank - M103/DMV CIVLS: 115263-5851038-ON	999.71 -166.96 999.71	-166.96 0.00 0.00	-166.96 -166.96 0.00
2022-03-0370942-00 370942 M103	VAULT TRUST 500 WOODWARD AVE DETROIT MI 48226	AT79326/1C4HJXDG8KW646564/2019/JEEP/WRANGLER Bank - M103/DMV CIVLS: 115263-5413985-ON	789.10 -329.05 789.10	-329.05 0.00 0.00	-329.05 -329.05 0.00
2022-03-0370943-00 370943 M103	VAULT TRUST 500 WOODWARD AVE DETROIT MI 48226	AU71552/1C4PJMLBXKD473805/2019/JEEP/CHEROKEE Bank - M103/DMV CIVLS: 115263-5494886-ON	523.58 -349.22 523.58	-349.22 0.00 0.00	-349.22 -349.22 0.00
2022-03-0370945-00 370945 M103	VAULT TRUST 500 WOODWARD AVE DETROIT MI 48226	AU71595/1C4PJMDX1KD462525/2019/JEEP/CHEROKEE Bank - M103/DMV CIVLS: 115263-5512956-ON	588.62 -392.60 588.62	-392.60 0.00 0.00	-392.60 -392.60 0.00
2022-03-0370946-00 370946 M103	VAULT TRUST 500 WOODWARD AVE DETROIT MI 48226	AU50647/JA4AT5AA2KZ020419/2019/MITSU/ECLIPSE Bank - M103/DMV CIVLS: 115263-5664551-ON	452.68 -301.93 452.68	-301.93 0.00 0.00	-301.93 -301.93 0.00
2022-03-0370966-00 370966 M103	VAULT TRUST 500 WOODWARD AVE DETROIT MI 48226	AV80645/ZARFANAN5L7629947/2020/ALFA/GIULIA Bank - M103/DMV CIVLS: 115263-5886508-ON	705.40 -176.34 705.40	-176.34 0.00 0.00	-176.34 -176.34 0.00
2022-03-0370979-00 370979 M103	VAULT TRUST 500 WOODWARD AVE DETROIT MI 48226	AY46001/1C4HJXEN0LW209723/2020/JEEP/WRANGLER Bank - M103/DMV CIVLS: 115263-5863762-ON	999.71 -832.75 999.71	-832.75 0.00 0.00	-832.75 -832.75 0.00
2022-03-0370987-00 370987 M103	VAULT TRUST 500 WOODWARD AVE DETROIT MI 48226	BB49557/1C6SRFFT1KN739751/2019/RAM/1500 BIG Bank - M103/DMV CIVLS: 115263-6125993-ON	810.42 -607.81 810.42	-607.81 0.00 0.00	-607.81 -607.81 0.00
2022-03-0371001-00 371001 M103	VAULT TRUST 500 WOODWARD AVE DETROIT MI 48226	AU95710/1C4PJMDX9KD460151/2019/JEEP/CHEROKEE Bank - M103/DMV CIVLS: 115263-5552344-ON	588.62 -343.18 588.62	-343.18 0.00 0.00	-343.18 -343.18 0.00
2022-03-0371009-00 371009 M103	VAULT TRUST 500 WOODWARD AVE DETROIT MI 48226	MYPLATE/ZARFANBN1K7608669/2019/ALFA/GIULIA T Bank - M103/DMV CIVLS: 115263-5667349-ON	676.06 -676.06 676.06	-676.06 0.00 0.00	-676.06 -676.06 0.00
2022-03-0371017-00 371017 M103	VAULT TRUST 500 WOODWARD AVE DETROIT MI 48226	AU72850/1C4HJXEN8KW679545/2019/JEEP/WRANGLER Bank - M103/DMV CIVLS: 115263-5556086-ON	897.34 -448.65 897.34	-448.65 0.00 0.00	-448.65 -448.65 0.00
2022-03-0371019-00 371019 M103	VAULT TRUST 500 WOODWARD AVE DETROIT MI 48226	AT05379/1C4PJMDN8KD343918/2019/JEEP/CHEROKEE Bank - M103/DMV CIVLS: 115263-5328475-ON	603.03 -301.50 603.03	-301.50 0.00 0.00	-301.50 -301.50 0.00
2022-03-0371024-00 371024 M103	VAULT TRUST 500 WOODWARD AVE DETROIT MI 48226	AU61794/1C4PJMLBXKD401003/2019/JEEP/CHEROKEE Bank - M103/DMV CIVLS: 115263-5486529-ON	523.58 -436.14 523.58	-436.14 0.00 0.00	-436.14 -436.14 0.00
2022-03-0371040-00	VAULT TRUST	AW17328/1C4PJMLB2KD489934/2019/JEEP/CHEROKEE	523.58	-305.25	-305.25

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371040	500 WOODWARD AVE		-305.25	0.00	-305.25
M103	DETROIT MI 48226	Bank - M103/DMV CIVLS: 115263-5664229-ON	523.58	0.00	0.00
2022-03-0371041-00	VAULT TRUST	AT05358/1C4HJXEG8KW550030/2019/JEEP/WRANGLER			
			881.87	-367.74	-367.74
371041	500 WOODWARD AVE		-367.74	0.00	-367.74
M103	DETROIT MI 48226	Bank - M103/DMV CIVLS: 115263-5315537-ON	881.87	0.00	0.00
2022-03-0371050-00	VAULT TRUST	AT79384/1C4PJMDX8KD460738/2019/JEEP/CHEROKEE			
			588.62	-539.75	-539.75
371050	500 WOODWARD AVE		-539.75	0.00	-539.75
M103	DETROIT MI 48226	Bank - M103/DMV CIVLS: 115263-5466520-ON	588.62	0.00	0.00
2022-03-0371051-00	VAULT TRUST	AD60128/1C4GJXAG7KW645468/2019/JEEP/WRANGLER			
			695.81	-347.91	-347.91
371051	500 WOODWARD AVE		-347.91	0.00	-347.91
M103	DETROIT MI 48226	Bank - M103/DMV CIVLS: 115263-5539857-ON	695.81	0.00	0.00
2022-03-0371067-00	VAULT TRUST	AR23154/1C4PJMDN6LD538918/2020/JEEP/CHEROKEE			
			690.99	-230.09	-230.09
371067	500 WOODWARD AVE		-230.09	0.00	-230.09
M103	DETROIT MI 48226	Bank - M103/DMV CIVLS: 115263-5626890-ON	690.99	0.00	0.00
2022-03-0371086-00	VAULT TRUST	AW70285/1C4HJXDG4KW546686/2019/JEEP/WRANGLER			
			789.10	-394.55	-394.55
371086	500 WOODWARD AVE		-394.55	0.00	-394.55
M103	DETROIT MI 48226	Bank - M103/DMV CIVLS: 115263-5733311-ON	789.10	0.00	0.00
2022-03-0371087-00	VAULT TRUST	AX56683/3C4NJDBBXLT158068/2020/JEEP/COMPASS	578.51	-241.24	-241.24
371087	500 WOODWARD AVE		-241.24	0.00	-241.24
M103	DETROIT MI 48226	Bank - M103/DMV CIVLS: 115263-5855937-ON	578.51	0.00	0.00
2022-03-0371093-00	VAULT TRUST	AH15880/1C6SRFRT9LN231153/2020/RAM/1500 LAR	1,011.44	-505.72	-505.72
371093	500 WOODWARD AVE		-505.72	0.00	-505.72
M103	DETROIT MI 48226	Bank - M103/DMV CIVLS: 115263-5682805-ON	1,011.44	0.00	0.00
2022-03-0371111-00	VAULT TRUST	AT79200/1C4PJMDX3KD400897/2019/JEEP/CHEROKEE			
			588.62	-539.75	-539.75
371111	500 WOODWARD AVE		-539.75	0.00	-539.75
M103	DETROIT MI 48226	Bank - M103/DMV CIVLS: 115263-5427034-ON	588.62	0.00	0.00
2022-04-0413416-00	VAULT TRUST	AT79252/1C4RJFAG3KC710000/2019/JEEP/GRAND CH			
			658.09	-164.52	-164.52
413416	500 WOODWARD AVE	LINK # 2022-MS-0011024	-164.52	0.00	-164.52
S822	DETROIT MI 48226	Bank - S822/DMV CIVLS: 115263-5382624-Y	658.09	0.00	0.00
# Of Acct (s) : 37			27,849.62	-15,418.81	-15,418.81
			-15,418.81	0.00	-15,418.81
			27,849.62	0.00	0.00

ITEM #6

CITY OF NORWALK
Tax Collector's Office
Department of Finance
125 East Avenue Room 105
Norwalk, CT 06851
Phone: 203- 854-7731 (main line)
Fax: 203-854-7770

To: Mayor Harry Rilling; Board of Estimate and Taxation; Finance and Claims Committee
From: Lisa Biagiarelli, Tax Collector
Date: April 5, 2024
Re: Tax Collector's Narrative: March 2024 End of Month report

As of the end of March 2024, having concluded nine months, or three fourths, of the fiscal year, we collected more than $370 million against what is now our $379.4 million adjusted levy. The cumulative net adjusted levy remains significantly reduced from the original budgeted levy by nearly $3.9 million, primarily due to credits resulting from stipulated judgments in property tax appeal cases. As of the end of March 2024, our current collection rate was **97.61%**. We also collected **98.41%** of our sewer use levy, more than $18 million, and **86.01%** of the Industrial Pretreatment Program (IPP) fee billing on behalf of the WPCA.

Compared with the prior fiscal year, we ended March 2024 very slightly ahead of last year for collection of taxes (.01%); sewer use (.18%), and for the IPP fee (1.32%). Regarding prior years' collections, through the end of March, we continue to see the effects of transferred payments from prior years taxes to current taxes, in accordance with court stipulated judgments in property tax appeal cases, as noted above. I have addressed this issue in greater detail in prior narratives. Please note that the figures we report are net of refunds and credits.

We sent delinquent notices for past due real estate and business personal property taxes and sewer use charges in February, and for motor vehicles in March. Our delinquent notices take the form of what is called a Demand for Payment of back taxes. This is a statutory term and is not meant to imply rudeness.

We filed lien continuing certificates for accounts with balances due on the 2022 grand list in the town clerk's office on April 2, and expect to resume our normal schedule of filing liens in mid-March next year.

Our third-party collection agency continues to bill on our behalf for suspended motor vehicle accounts. We began working with this agency in late 2022. Through the end of February 2024, in conjunction with their efforts, we have collected more than $912,000 in past due motor vehicle taxes and interest due directly to the City, as well as more than $137,000 in fees due to the agency. The agency's fees are charged in addition to the taxes and interest due to the City, and are paid by the taxpayers who owe the past due bills. This has been a successful endeavor, and we will continue to work with the agency going forward.

We continue working on the tax sale, scheduled for Monday, September 9, 2024. Our targeted collection for this sale is approximately $4.5 million. We started work on the sale in November 2023, and mailed preliminary letters to owners of about 100 properties scheduled to be included. We subsequently added more properties, and sent another set of letters in early 2024. As of this writing, **we have already collected nearly $2.4 million** on sale properties since November 2023. Our year-to-date collections of back taxes and interest through the end of March 2024 are already $1.9 million more than what we collected during the same time period of the prior fiscal year.

The purpose of the tax sale is to enforce collection of past due taxes. I provided some information on what a tax sale involves and why we do them in the January 2024 narrative and will continue to share information on the sale as we progress toward September 2024. The 2024 tax sale will be our 10th sale since 2003. We have collected a cumulative total of more than $43 million on properties directly included in tax sales; this figure does not include ancillary collections on properties not included in the sales that were nonetheless brought current due to publicity surrounding the sale initiatives. Usually 90 – 95% of the properties originally slated for sale are removed from the sale when the back taxes are paid. Tax sale is our principal means of addressing past due real estate tax collections.

More effective tax collections and higher current and back collection rates allow the rate makers (Board of Estimate and Taxation) to set lower mill rates, as they will require a smaller allowance for uncollectible taxes. Conversely, lower tax collection rates require higher mill rates to be set, because not everybody pays on time, and the funds nonetheless are being allocated for spending, so the on-time taxpayers make up the difference. Lower mill rates allow for more stable budgeting, contribute to higher bond ratings, and serve as de facto tax relief for every taxpayer.

Looking forward to next month, we are moving quickly to the end of our fiscal year in June. There are numerous reports and tasks that need to be completed prior to, or immediately after, June 30.

With regard to the upcoming billing of our 2023 grand list, the Board of Estimate and Taxation has authorized implementation of a phase-in of the 2023 real estate revaluation, meaning the values for 2023 grand list real estate will be phased in over a four-year period, rather than being implemented all at once in the new fiscal year. We will be working with the Assessor's Office to try to get our billing files to our printer as soon as possible with a target date of the last week of May. This would enable us to get bills in the mail to taxpayers by the second week of June. This is optimal, as it extends the collection period over six to seven weeks, rather than condensing it to only the weeks of the month of July, which is what occurs when we mail bills late in the month of June.

Our division is entirely dependent upon the Assessors for billing and assessment information. They are responsible for real estate and business personal property assessment data; for data they receive from the Department of Motor Vehicles for our vehicle tax bills; and for property transfers, which also affect our billing. They also receive, analyze, and process the property tax relief applications submitted by the the 1,300+ households that receive city or state property tax relief. The billing cannot move forward until the Assessors have completed all their tasks and released their information to us. Further, we are dependent on our software vendor to process the data, so we can then release it to our third-party printing and mailing vendor. This will be our third major billing using our QDS software, following the June 2023 and January 2024 tax billings, and we anticipate being more familiar with the process this year.

I will continue to keep all stakeholders advised of our progress, and am available to respond to any questions, issues or concerns.

ITEM #8

TAX COLLECTOR'S REPORT
MARCH 2024

FISCAL YEAR 2023-2024 (2022 GRAND LIST)	ORIGINAL LEVY	ADJ. TAX COLLECTIONS JUN 23 - MAR 24	COLLECTION %	CORRECTED LEVY*	CHANGE IN LEVY	COLLECTION %
AUTOMOBILE-REGULAR	$30,725,059.50	$26,345,097.87	85.74%	$29,468,553.03	($1,256,506.47)	89.40%
AUTOMOBILE-SUPPLEMENTAL	$4,210,689.03	$3,318,447.87	78.81%	$4,202,454.86	($8,234.17)	78.96%
PERSONAL PROPERTY	$22,422,652.30	$21,274,428.13	94.88%	$22,223,518.35	($199,133.95)	95.73%
REAL ESTATE	$325,927,765.40	$319,388,470.05	97.99%	$323,498,144.93	($2,429,620.47)	98.73%
TOTAL TAX	**$383,286,166.23**	**$370,326,443.92**	**96.62%**	**$379,392,671.17**	**($3,893,495.06)**	**97.61%**
SEWER USE	$18,240,059.00	$18,132,769.21	99.41%	$18,424,886.00	$184,827.00	98.41%
IPP FEE	$199,250.00	$170,949.09	85.80%	$198,749.84	($500.16)	86.01%

FISCAL YEAR 2022-2023 (2021 GRAND LIST)	ORIGINAL LEVY	JUN 22 - MAR 23				
AUTOMOBILE-REGULAR	$27,605,498.25	$24,819,499.39	89.91%	$27,149,778.83	($455,719.42)	91.42%
AUTOMOBILE-SUPPLEMENTAL	$4,572,442.02	$2,387,014.70	52.20%	$4,437,564.49	($134,877.53)	53.79%
PERSONAL PROPERTY	$26,217,238.98	$21,074,763.05	80.39%	$21,813,290.62	($4,403,948.36)	96.61%
REAL ESTATE	$315,360,461.09	$308,267,638.41	97.75%	$311,926,019.51	($3,434,441.58)	98.83%
TOTAL TAX	**$373,755,640.34**	**$356,548,915.55**	**95.40%**	**$365,326,653.45**	**($8,428,986.89)**	**97.60%**
SEWER USE	$17,981,973.00	$17,297,235.00	96.19%	$17,608,320.33	($373,652.67)	98.23%
IPP FEE	$190,750.00	$163,452.58	85.69%	$193,000.00	$2,250.00	84.69%

TAX DIFFERENCE 2022 G.L. vs. 2021 G.L. INCREASE/(DECREASE)	$9,530,525.89	$13,777,528.37	1.22%	$14,066,017.72	$4,535,491.83	0.01%
SEWER DIFFERENCE 2022 G.L. vs. 2021 G.L. INCREASE/(DECREASE)	$258,086.00	$835,534.21	3.22%	$816,565.67	$558,479.67	0.18%
IPP DIFFERENCE 2022 G.L. vs. 2021 G.L. INCREASE/(DECREASE)	$8,500.00	$7,496.51	0.11%	$5,749.84	($2,750.16)	1.32%

BACK TAXES COLLECTED	FISCAL YR 2023-2024 (JUL 23 - MAR 24)	FISCAL YR 2022-2023 (JUL 22 - MAR 23)	CUR YR vs.PRIOR YR INC/(DEC)
PRIOR TAXES	$719,493.30	($953,533.40)	$1,673,026.70
PRIOR SEWER USE FEE	$161,068.52	$115,299.07	$45,769.45
PRIOR IPP FEE	$10,321.59	$2,950.82	$7,370.77
TOTAL PRIOR TAX, SEWER & IPP	**$890,883.41**	**($835,283.51)**	**$1,726,166.92**
CURRENT INTEREST	$805,262.61	$755,628.96	$49,633.65
PRIOR INTEREST	$1,008,700.99	$836,416.58	$172,284.41
SEWER USE FEE INTEREST	$63,999.23	$70,712.64	($6,713.41)
IPP FEE INTEREST	$5,632.15	$3,115.01	$2,517.14
TOTAL INTEREST COLLECTED	**$1,883,594.98**	**$1,665,873.19**	**$217,721.79**
PRIOR LIEN FEE	$10,050.80	$8,264.35	$1,786.45
CURRENT LIEN FEE	$0.00	$0.00	$0.00
TOTAL LIEN FEE COLLECTED	**$10,050.80**	**$8,264.35**	**$1,786.45**
MISC FEES COLLECTED**	**$98,910.33**	**$106,801.92**	**($7,891.59)**
TOTAL PRIOR TAX, ALL INTEREST & ALL FEES	**$2,883,439.52**	**$945,655.95**	**$1,937,783.57**

* CORRECTED LEVY INCLUDING CERTIFICATES OF CORRECTION & SUSPENSE TRANSFERS

Oak Hills Park Authority
February 2024 Financial Commentary

Operations Updates:

- Golf revenue rounds and cart rounds are performing above budget in total for the first eight months of FY24. However, January and February underperformed due to weather closings and cold temps.
- OHPA plans on making substantial capital improvements throughout the course of this fiscal year and has already spent $231k to date.
- We are at the end of our third year (of five) in our cart fleet lease and are seeing some expected wear and tear. However, the lithium batteries are holding up better than the standard batteries in previous leases.

YTD Financial Highlights:

- FY24 YTD net operating income was over budget by $628k and we ended February with a $555k cash balance which includes $45k in the capital reserve bank account.
  - Revenue was over-budget by $57k thanks to strong golf and Outings rounds.
  - Expenses were over-budget by $28k.
- OHPA made $97k in repayments to the City for the first eight months of the fiscal year. The annual 1% of gross golf revenue additional debt payment has been made in February.

Other:

- As part of our initiative of investing and diversifying excess cash, we now have money spread out among three banks in various types of interest-bearing accounts.
- We have begun the budgeting process for our upcoming 2025 fiscal year.

Updated through ***2/28/2024***

Fiscal Year To Date

		Budget	Actuals	Variance	Var %	Comments
Sales	Revenue Rounds	23,573	25,559	1,986	8.4%	Rounds have been higher than budget in most months this fiscal year
	Non-Revenue Rounds	3,615	2,561	(1,054)	-29.2%	Less season passholder rounds than anticipated
	Total Rounds	**27,188**	**28,120**	932	3.4%	
	Carts	14,700	15,353	653	4.4%	Rounds have been higher than budget in most months this fiscal year
	ID Cards	532	325	(207)	-38.9%	January - February budget was a bit aggressive; weather closures also kept people away

		Budget	Actuals	Variance	Var %	Comments
P&L	Golf Revenue	1,251,027	1,305,546	54,519	4.4%	Driven primarily by greens fees and outings
	Tennis Revenue	26,400	31,067	4,667	17.7%	We began running a USTA youth program ourselves after our tenant's tennis season ended
	Restaurant Revenue	32,000	27,200	(4,800)	-15.0%	
	Other Revenue	26,850	31,125	4,275	15.9%	Moving cash to higher interest-bearing accounts was not budgeted for
	Total Revenue	**1,336,277**	**1,394,938**	**58,661**	**4.4%**	
	Management Salary	169,613	170,090	477	0.3%	
	Operations Salary	144,734	161,803	17,069	11.8%	Increase in minimum wage; more staffing needed to cover higher revenue volume
	Maintenance Salary	312,185	306,484	(5,701)	-1.8%	
	Employee Benefits	100,839	85,274	(15,565)	-15.4%	Driven by lower health insurance (less employees covered than expected) and workers compensation
	Administrative	125,881	152,061	26,180	20.8%	Overage driven by restaurant bad debt, utilities, office expense, and credit card fees
	Interest & Insurance	75,605	80,229	4,624	6.1%	Higher and earlier financed equipment than expected resulted in higher interest expense
	Sales & Operations	4,926	4,703	(223)	-4.5%	
	Park Maintenance	158,273	131,767	(26,506)	-16.7%	Driven mostly by lower water exp thanks to plenty of rain over the summer; also less maintenance needed
	Park Equipment	52,588	75,739	23,151	44.0%	Higher building and equipment maintenance than expected
	Carts	21,480	25,994	4,514	21.0%	Higher electricity and maintenance than budgeted
	Tennis	-	2,873	2,873		Not budgeted
	Operating Expense	**1,166,124**	**1,197,017**	**30,893**	**2.6%**	
	Operating Income	**170,153**	**197,921**	**27,768**	**16.3%**	
Balance Sheet	Capital Improvements	(205,000)	(230,959)	(25,959)	12.7%	Cart paths, cold storage units, refurb buildings, fencing, new turf at range, warm up cages, kitchen equip
	Line of Credit Balance	-	-	-		
	Capital Reserve Cash Bal	64,854	45,323	(19,531)	-30.1%	Portion of cash reserved for capital improvements per our lease requirements
	Cash Balance	445,006	509,518	64,512	14.5%	Deferred revenue from annual pass sales accounts for the bulk of this excess

Updated through 2/28/2024

Rest of Fiscal Year

		Budget	Proj.	Variance	Var %	Comments
Sales	Revenue Rounds	15,554	16,021	467	3.0%	Projections are slightly above Budget
	Non-Revenue Rounds	2,385	2,385	-	0.0%	Projections are still in line with Budget
	Total Rounds	17,939	18,406	467	2.6%	
	Carts	9,700	9,991	291	3.0%	Projections are slightly above Budget
	ID Cards	660	867	207	31.4%	Projections are still in line with Budget for full fiscal year

		Budget	Proj.	Variance	Var %	Comments
P&L	Golf Revenue	875,779	902,052	26,273	3.0%	Projections are slightly above Budget
	Tennis Revenue	18,400	18,400	-	0.0%	
	Restaurant Revenue	16,000	12,000	(4,000)	-25.0%	No rental revenue expected for March during Food & Beverage operator transition
	Other Revenue	15,450	19,450	4,000	25.9%	Higher than budgeted interest is expected on our cash balance
	Total Revenue	**925,629**	**951,902**	**26,273**	**2.8%**	
	Salaries	362,859	369,359	6,500	1.8%	Projections are slightly above Budget
	Employee Benefits	56,955	56,955	-	0.0%	Projections are still in line with Budget
	Administrative	68,464	69,964	1,500	2.2%	Projections are slightly above Budget
	Debt Service & Insurance	43,495	45,195	1,700	3.9%	Projections are slightly above Budget
	Sales & Operations	4,374	4,374	-	0.0%	Projections are still in line with Budget
	Park Maintenance	103,027	103,027	-	0.0%	Projections are still in line with Budget
	Park Equipment	32,913	32,913	-	0.0%	Projections are still in line with Budget
	Carts	7,320	7,320	-	0.0%	Projections are still in line with Budget
	Operating Expense	**679,407**	**689,107**	**9,700**	**1.4%**	
	Uncategorized Exp/Rev					
	Operating Income	**246,222**	**262,795**	**16,573**	**6.7%**	
Balance Sheet	Capital Improvements	(69,000)	(43,041)	25,959	-37.6%	Maintenance equipment, improvement to structures
	Line of Credit Balance	-	-	-		We do not expect to borrow during the remainder of this fiscal year.
	Capital Reserve Cash Bal	74,854	53,000	(21,854)	-29.2%	Portion of cash reserved for capital improvements per our lease requirements
	Cash Balance	430,703	613,657	182,954	42.5%	

Oak Hills Park Authority
FY24 Actual vs. Budget

ITEM #9

	February Act	February Bud	Var $	Var %	YTD Act	YTD Bud	Var $	Var %
REVENUE								
4000 · REVENUES								
4001 · Golf Revenue								
4010 · Golf Fees	$6,804	$10,382	-$3,578	-34.5%	$861,532	$802,439	$59,093	7.4%
4020 · I.D. Cards	$14,140	$28,355	-$14,215	-50.1%	$37,996	$67,168	-$29,172	-43.4%
4025 · Season Pass	$9,333	$8,476	$858	10.1%	$68,853	$67,598	$1,256	1.9%
4030 · Tournament Fees	$0	$0	$0	0.0%	$63,702	$45,481	$18,221	40.1%
4050 · Cart Revenue	$0	$0	$0	0.0%	$266,572	$264,607	$1,965	0.7%
4060 · Golf Revenue - Gift Certif.	$535	$985	-$450	-45.7%	$14,894	$13,664	$1,230	9.0%
4070 · Gift & Rain Checks Redeemed	-$290	-$114	-$176	155.0%	-$8,003	-$9,929	$1,926	-19.4%
Total 4001 · Golf Revenue	**$30,522**	**$48,084**	**-$17,562**	**-36.5%**	**$1,305,546**	**$1,251,027**	**$54,519**	**4.4%**
4100 · Tennis Revenue	$0	$0	$0	0.0%	$26,400	$26,400	$0	0.0%
4101 · Tennis Program Revenue	$0	$0	$0	0.0%	$4,667	$0	$4,667	0.0%
4200 · Rental Income	$1,800	$1,500	$300	20.0%	$14,400	$12,000	$2,400	20.0%
4300 · Investment Income	$916	$671	$245	36.4%	$9,389	$6,646	$2,743	41.3%
4400 · Misc. Income	$106	$59	$47	80.2%	$7,335	$8,204	-$869	-10.6%
4500 · Golf Simulator Revenue	$0	$0	$0	0.0%	$0	$0	$0	0.0%
4600 · Restaurant Income	$0	$4,000	-$4,000	-100.0%	$27,200	$32,000	-$4,800	-15.0%
4700 · Advertising Revenue	$0	$0	$0	0.0%	$0	$0	$0	0.0%
Total Other Revenue	**$2,822**	**$6,230**	**-$3,408**	**-54.7%**	**$89,392**	**$85,250**	**$4,142**	**4.9%**
TOTAL REVENUE	**$33,344**	**$54,314**	**-$20,970**	**-38.6%**	**$1,394,938**	**$1,336,277**	**$58,661**	**4.4%**
EXPENSE								
5000 · PERSONNEL EXPENSE								
5010 · Management Salary	$21,033	$21,167	$134	0.6%	$170,090	$169,613	-$477	-0.3%
5030 · Operations	$3,998	$3,023	-$975	-32.3%	$161,717	$144,734	-$16,983	-11.7%
5040 · Operations O/T	$0	$0	$0	0.0%	$86	$0	-$86	0.0%
5050 · Course Personnel	$24,683	$26,509	$1,826	6.9%	$205,556	$210,163	$4,607	2.2%
5060 · Course Personnel O/T	-$105	$0	$105	0.0%	$3,541	$0	-$3,541	0.0%
5070 · Seasonal Personnel	$0	$0	$0	0.0%	$95,569	$100,882	$5,313	5.3%
5075 · Outside Seasonal Personnel	$0	$0	$0	0.0%	$871	$0	-$871	0.0%
5080 · Seasonal Personnel O/T	$0	$0	$0	0.0%	$948	$1,141	$193	16.9%
Total 5000 · PERSONNEL EXPENSE	**$49,608**	**$50,698**	**$1,090**	2.1%	**$638,377**	**$626,532**	**-$11,845**	-1.9%
5200 · EMPLOYEE BENEFITS								
5210 · Payroll Taxes	$3,280	$3,879	$599	15.4%	$44,559	$47,933	$3,375	7.0%
5230 · State Unemployment	$1,673	$1,500	-$173	-11.6%	$14,966	$14,722	-$244	-1.7%
5250 · Health Insurance	$1,530	$2,655	$1,125	42.4%	$10,628	$19,445	$8,817	45.3%
5260 · Workmans Compensation	$799	$1,020	$222	21.7%	$11,207	$14,353	$3,146	21.9%
5270 · Retirement Plans	$499	$507	$8	1.6%	$3,915	$4,386	$471	10.7%
Total 5200 · EMPLOYEE BENEFITS	**$7,781**	**$9,561**	**$1,780**	18.6%	**$85,274**	**$100,839**	**$15,565**	15.4%
5400 · ADMINISTRATIVE EXPENSES								
5420 · Telephone	$656	$890	$234	26.3%	$6,630	$7,240	$610	8.4%
5430 · Professional Fees	$3,000	$2,917	-$83	-2.9%	$24,223	$23,333	-$890	-3.8%
5436 · Advertising	$714	$979	$265	27.1%	$7,260	$8,492	$1,231	14.5%
5440 · Office Expense	$1,353	$722	-$632	-87.6%	$14,924	$10,877	-$4,048	-37.2%
5441 · Bank Charges		$14	$14	100.0%	$74	$205	$132	64.1%
5442 · Credit Card Fees	$950	$1,045	$96	9.2%	$31,810	$27,201	-$4,610	-16.9%
5445 · Postage	$0	$50	$50	100.0%	$132	$200	$68	34.0%
5450 · Training and Dues	$175	$94	-$81	-86.6%	$1,575	$965	-$610	-63.2%
5461 · Authority Secretarial Services	$120	$133	$13	10.0%	$1,330	$1,067	-$263	-24.7%
5469 · Other Outside Services	$430	$355	-$75	-21.3%	$5,781	$5,010	-$770	-15.4%
5470 · Other Administrative	$785	$792	$6	0.8%	$8,897	$6,333	-$2,563	-40.5%
5480 · Utilities	$5,559	$4,013	-$1,546	-38.5%	$41,596	$34,958	-$6,637	-19.0%
5499 · Bad Debt Expense	$7,829	$0	-$7,829	0.0%	$7,829	$0	-$7,829	0.0%
Total 5400 · ADMINISTRATIVE EXPENSES	**$21,571**	**$12,004**	**-$9,567**	-79.7%	**$152,061**	**$125,881**	**-$26,179**	-20.8%
5500 · DEBT SERVICE AND INSURANCE								
5500 · Liability Insurance	$8,670	$8,884	$214	2.4%	$69,894	$71,072	$1,178	1.7%
5520 · Interest	$1,477	$567	-$911	-160.7%	$10,334	$4,533	-$5,801	-128.0%

Oak Hills Park Authority
FY24 Actual vs. Budget

ITEM #9

	February Act	February Bud	Var $	Var %	YTD Act	YTD Bud	Var $	Var %
Total 5500 · DEBT SERVICE AND INSURANCE	**$10,147**	**$9,451**	**-$697**	-7.4%	**$80,229**	**$75,605**	**-$4,623**	-6.1%
5600 · SALES AND OPERATIONS								
5630 · Golf Genius Software	$258	$258	$0	0.0%	$1,550	$2,067	$517	25.0%
5640 · Golf Pro Supplies	$0	$0	$0	0.0%	$2,129	$2,339	$210	9.0%
5680 · Golf Pro Work Clothes	$0	$0	$0	0.0%	$1,024	$520	-$504	-96.9%
Total 5600 SALES AND OPERATIONS	**$258**	**$258**	**$0**	0.0%	**$4,703**	**$4,926**	**$223**	4.5%
5700 · PARK MAINTENANCE								
5710 · Water	$972	$1,093	$121	11.1%	$24,698	$48,387	$23,689	49.0%
5715 · Nature and Open Space	$0	$100	$100	100.0%		$500	$500	100.0%
5720 · Heating Fuel	$3,723	$2,651	-$1,071	-40.4%	$11,346	$10,462	-$884	-8.5%
5730 · Grounds Maintenance	$4,592	$123	-$4,469	-3627.8%	$25,341	$27,220	$1,879	6.9%
5740 · Tree Maintenance	$0	$0	$0	0.0%	$4,750	$2,000	-$2,750	-137.5%
5751 · Agriculture&Chemicals-Purch	$3,896	$3,464	-$432	-12.5%	$37,928	$59,276	$21,348	36.0%
5752 · Agriculture/Chemicals Utilized	-$3,896	$0	$3,896	0.0%	$22,259	$0	-$22,259	0.0%
5760 · Irrigation Maintenance	$334	$90	-$244	-272.5%	$2,911	$6,302	$3,391	53.8%
5770 · Consumable Tools	$152	$357	$205	57.4%	$751	$1,976	$1,225	62.0%
5780 · Tee and Green Supplies	$515	$678	$163	24.1%	$1,745	$1,950	$206	10.5%
5795 · Janitorial Supplies	$17	$0	-$17	0.0%	$38	$200	$162	81.1%
Total 5700 · PARK MAINTENANCE	**$10,305**	**$8,557**	**-$1,749**	-20.4%	**$131,768**	**$158,273**	**$26,505**	16.7%
5800 · PARK EQUIPMENT								
5800 · Equipment Maintenance	$2,583	$1,889	-$694	-36.7%	$28,272	$21,323	-$6,949	-32.6%
5810 · Equipment Rental	$30		-$30	0.0%	$200	$0	-$200	0.0%
5820 · Building Maintenance	$3,051	$1,868	-$1,184	-63.4%	$32,237	$18,570	-$13,667	-73.6%
5840 · Small Equipment	$0	$0	$0	0.0%	$1,020	$955	-$65	-6.8%
5860 · Gasoline/Diesel Fuel	$3,385	$1,000	-$2,385	-238.5%	$13,636	$10,238	-$3,398	-33.2%
5880 · Employee work clothes	$191	$0	-$191	0.0%	$374	$1,500	$1,126	75.0%
Total 5800 · PARK EQUIPMENT	**$9,240**	**$4,757**	**-$4,483**	-94.2%	**$75,739**	**$52,587**	**-$23,152**	-44.0%
6000 · CART EXPENSE								
6010 · Cart Lease Expense	$0	$0	$0	0.0%	$7,302	$8,000	$698	8.7%
6020 · Electricity	$905	$341	-$565	-165.6%	$12,355	$9,016	-$3,339	-37.0%
6030 · Maintenance	$981	$0	-$981	0.0%	$3,136	$1,264	-$1,873	-148.2%
6050 · Cart Insurance	$400	$400	$0	0.0%	$3,200	$3,200	$0	0.0%
6060 · Misc. Cart Expense	$0	$0	$0	0.0%	$0	$0	$0	0.0%
Total 6000 · CART EXPENSE	**$2,286**	**$741**	**-$1,545**	-208.6%	**$25,994**	**$21,480**	**-$4,514**	-21.0%
6500 · TENNIS								
6510 ·Professional Services	$0	$0	$0	0.0%	$2,000	$0	-$2,000	
6530 ·Supplies	$0	$0	$0	0.0%	$514	$0	-$514	0.0%
6570 ·Other Expense	$0	$0	$0	0.0%	$359	$0	-$359	
Total 6500 · TENNIS	**$0**	**$0**	**$0**	0.0%	**$2,873**	**$0**	**-$2,873**	0.0%
TOTAL OPERATIONAL EXPENSE	**$111,197**	**$96,026**	**-$15,171**	-15.8%	**$1,197,017**	**$1,166,124**	**-$30,893**	-2.6%
TOTAL OPERATIONAL NET INCOME	**-$77,853**	**-$41,712**	**-$36,141**	86.6%	**$197,920**	**$170,153**	**$27,768**	16.3%
Restructured City Debt	$23,384	$1,108	-$22,276	-2010.4%	$97,165	$88,895	-$8,270	-9.3%
Commercial Debt	-$1,477	$0	$1,477	0.0%	$62,967	$76,922	$13,955	18.1%
Total BS Debt Payments	**$21,906**	**$1,108**	**-$20,798**	-1877.1%	**$160,133**	**$165,817**	**$5,684**	3.4%
NET INCOME BEFORE CAPITAL EXPENSE!	**-$77,853**	**-$41,712**	**-$36,141**	86.6%	**$197,920**	**$170,153**	**$27,768**	16.3%
8000 · OTHER EXPENSE								
8000 · Depreciation/Amortization								
8000 · Depreciation/Amortization Non Cash	$31,430	$23,750	-$7,680	-32.3%	$251,440	$190,000	-$61,440	-32.3%
8001 · Capital projects								
8100 - Capital Proj Cash	$18,191	$20,000	$1,809	9.0%	$230,959	$205,000	-$25,959	-12.7%
8101 - Capital Proj Financed	$0	$0	$0	0.0%	$0	$0	$0	0.0%
8006 · Disposed Assets	$0	$0	$0	0.0%	$0	$0	$0	0.0%
Capital Contribution	$0	$0	$0	0.0%	-$1,450	$0	$1,450	0.0%
Total 8000 · OTHER EXPENSE	$31,430	$23,750	-$5,871	-32.3%	$249,990	$190,000	-$85,950	-31.6%
NET INCOME	**-$109,283**	**-$65,462**	**-$43,821**	66.9%	**-$52,070**	**-$19,847**	**-$32,223**	162.4%

OAK HILLS PARK AUTHORITY
Balance Sheet FY24
As of February 29, 2024

	Total			
	As of Feb 29, 2024	As of Feb 28, 2023 (PY)	Change	% Change
ASSETS				
Current Assets				
Bank Accounts				
1000 Cash				
1021 NBT Money Market	61,411.27	419,025.38	-357,614.11	-85.34%
1022 NBT Payment Account	-11,743.77	-9,660.79	-2,082.98	-21.56%
1023 NBT Rent Escrow Sec Apt Right	1,801.00	1.00	1,800.00	180000.00%
1024 NBT Capital Reserve Savings Account	359.31	24,005.72	-23,646.41	-98.50%
1030 Chase Platinum Checking	10.00	0.00	10.00	
1031 Chase CD	227,960.00	0.00	227,960.00	
1040 Bankwell Money Market	228,150.23	0.00	228,150.23	
1041 Bankwell Capital Reserve Savings Account	45,473.24	0.00	45,473.24	
1050 Petty	1,420.00	1,400.00	20.00	1.43%
Total 1000 Cash	**$ 554,841.28**	**$ 434,771.31**	**$120,069.97**	**27.62%**
Total Bank Accounts	**$ 554,841.28**	**$ 434,771.31**	**$120,069.97**	**27.62%**
Accounts Receivable				
1201 Accounts Receivable	8,035.70	7,068.69	967.01	13.68%
Total Accounts Receivable	**$ 8,035.70**	**$ 7,068.69**	**$ 967.01**	**13.68%**
Other Current Assets				
1100 Inventory	81,054.59	105,211.72	-24,157.13	-22.96%
1200 Receivables	3,200.00	31,603.59	-28,403.59	-89.87%
1300 Prepaid Expenses	18,087.04	21,457.42	-3,370.38	-15.71%
1400 Deposits	557.00	557.00	0.00	0.00%
Total Other Current Assets	**$ 102,898.63**	**$ 158,829.73**	**-$ 55,931.10**	**-35.21%**
Total Current Assets	**$ 665,775.61**	**$ 600,669.73**	**$ 65,105.88**	**10.84%**
Fixed Assets				
1500 Fixed Assets				
1505 Machinery and Equipment	1,738,987.71	1,597,008.13	141,979.58	8.89%
1510 Accumulated Depreciation/Amort.	-4,678,515.10	-4,423,248.83	-255,266.27	-5.77%
1520 Furniture & Fixtures	47,635.23	47,635.23	0.00	0.00%
1560 Leasehold improvements	162,997.83	157,690.84	5,306.99	3.37%
1561 Park Improvements	2,168,049.89	2,043,360.87	124,689.02	6.10%
1562 Restaurant	2,277,134.66	2,277,134.66	0.00	0.00%
1565 Amortize Leasehold Improvements	-219,202.00	-99,448.28	-119,753.72	-120.42%
1570 Capital Projects in Progress	104,048.43	0.00	104,048.43	
Total 1500 Fixed Assets	**$1,601,136.65**	**$1,600,132.62**	**$ 1,004.03**	**0.06%**
Total Fixed Assets	**$1,601,136.65**	**$1,600,132.62**	**$ 1,004.03**	**0.06%**
TOTAL ASSETS	**$2,266,912.26**	**$2,200,802.35**	**$ 66,109.91**	**3.00%**
LIABILITIES AND EQUITY				

Liabilities				
Current Liabilities				
Accounts Payable				
2000 *Accounts Payable	76,240.11	78,670.47	-2,430.36	-3.09%
Total Accounts Payable	**$ 76,240.11**	**$ 78,670.47**	**-$ 2,430.36**	**-3.09%**
Other Current Liabilities				
2051 Accounts Payable - OHMGA Revenue	455.00	1,445.00	-990.00	-68.51%
2100 Accrued Payroll	24,575.69	16,921.10	7,654.59	45.24%
2104 Accrued retirement contribution	216.17	205.79	10.38	5.04%
2105 Accrued Vacation Pay	21,320.54	20,817.27	503.27	2.42%
2200 Accrued Expenses	30,997.50	26,514.06	4,483.44	16.91%
2210 Security Deposits - Tenants				
2212 Security Dep - Apt 2 Right	1,800.00	0.00	1,800.00	
2213 Sec Deposit - Restaurant	2,997.33	0.00	2,997.33	
Total 2210 Security Deposits - Tenants	**$ 4,797.33**	**$ 0.00**	**$ 4,797.33**	
2250 Deferred Revenue				
2251 Tournament Deposits	6,480.00	8,400.00	-1,920.00	-22.86%
2254 Other Deferred	161,853.34	148,008.18	13,845.16	9.35%
Total 2250 Deferred Revenue	**$ 168,333.34**	**$ 156,408.18**	**$ 11,925.16**	**7.62%**
2400 Cart Sales Tax Due	716.00	0.00	716.00	
Total Other Current Liabilities	**$ 251,411.57**	**$ 222,311.40**	**$ 29,100.17**	**13.09%**
Total Current Liabilities	**$ 327,651.68**	**$ 300,981.87**	**$ 26,669.81**	**8.86%**
Long-Term Liabilities				
2701 Consolidated City Debt	1,717,984.57	1,845,121.19	-127,136.62	-6.89%
2772 Wells Fargo 2017 Aera-Vator	197.16	197.16	0.00	0.00%
2775 Deere Credit, Inc. Hybrid Mower	0.00	1,086.25	-1,086.25	-100.00%
2776 Wells Fargo MTE 2018 TurfCo Blower	0.00	1,519.25	-1,519.25	-100.00%
2777 DLL Finance Club Car CA502 Utility Cart	919.91	2,759.93	-1,840.02	-66.67%
2778 Wells Fargo Used Kubota Tractor Mini Ex	5,483.69	11,764.54	-6,280.85	-53.39%
2779 Wells Fargo Groundsmaster Mower and Procore Aeration	25,094.52	36,865.53	-11,771.01	-31.93%
2780 DLL Club Car 2021 Cart Fleet	145,957.92	218,936.88	-72,978.96	-33.33%
2781 GPSi Visage Software 2021 Cart Fleet	24,480.00	48,960.00	-24,480.00	-50.00%
2782 Wells Fargo 2 Reelmaster 3555D Fairway Mowers	97,712.42	0.00	97,712.42	
2783 Wells Fargo 2 Baroness LM315GC Greens Mowers	63,489.55	0.00	63,489.55	
2784 Wells Fargo 2023 Spreader Trailer Roller	40,841.53	0.00	40,841.53	
2785 Wells Fargo Lastec 2023 Rotary Mower	63,962.90	0.00	63,962.90	
Total Long-Term Liabilities	**$2,186,124.17**	**$2,167,210.73**	**$ 18,913.44**	**0.87%**
Total Liabilities	**$2,513,775.85**	**$2,468,192.60**	**$ 45,583.25**	**1.85%**
Equity				
3900 Retained Earnings	36,165.64	-307,610.18	343,775.82	111.76%
Net Income	-283,029.23	40,219.93	-323,249.16	-803.70%
Total Equity	**-$ 246,863.59**	**-$ 267,390.25**	**$ 20,526.66**	**7.68%**
TOTAL LIABILITIES AND EQUITY	**$2,266,912.26**	**$2,200,802.35**	**$ 66,109.91**	**3.00%**

OAK HILLS PARK AUTHORITY
P&L - Current Month Vs. Prior Year Month
February 2024

	Total			
	Feb 2024	Feb 2023 (PY)	Change	% Change
Income				
4000 REVENUES				
4001 Golf Revenue				
4010 Golf Fees	6,803.99	10,836.00	-4,032.01	-37.21%
4020 I.D. Cards	14,140.00	18,910.00	-4,770.00	-25.22%
4025 Season Pass	9,333.33	8,120.57	1,212.76	14.93%
4030 Tournament Fees	0.00	0.00	0.00	
4050 Cart Revenue	0.00	0.00	0.00	
4060 Golf Revenue - Gift Certif.	535.00	1,650.00	-1,115.00	-67.58%
4070 Gift & Rain Checks Redeemed	-290.00	-220.00	-70.00	-31.82%
Total 4001 Golf Revenue	**$ 30,522.32**	**$ 39,296.57**	**-$ 8,774.25**	**-22.33%**
4200 Rental Income	1,800.00	0.00	1,800.00	
4300 Investment Income	915.90	166.52	749.38	450.02%
4400 Misc. Income	105.85	117.03	-11.18	-9.55%
Total 4000 REVENUES	**$ 33,344.07**	**$ 39,580.12**	**-$ 6,236.05**	**-15.76%**
Total Income	**$ 33,344.07**	**$ 39,580.12**	**-$ 6,236.05**	**-15.76%**
Gross Profit	**$ 33,344.07**	**$ 39,580.12**	**-$ 6,236.05**	**-15.76%**
Expenses				
5000 PERSONNEL EXPENSE				
5010 Management Salary	21,032.98	12,923.08	8,109.90	62.76%
5030 Operations	3,997.84	2,040.33	1,957.51	95.94%
5040 Operations O/T	0.00	0.00	0.00	
5050 Course Personnel	24,682.54	23,628.18	1,054.36	4.46%
5060 Course Personnel O/T	-105.03	0.00	-105.03	
5070 Seasonal Personnel	0.00	0.00	0.00	
5080 Seasonal Personnel O/T	0.00	0.00	0.00	
Total 5000 PERSONNEL EXPENSE	**$ 49,608.33**	**$ 38,591.59**	**$ 11,016.74**	**28.55%**
5200 EMPLOYEE BENEFITS				
5210 Payroll Taxes	3,279.98	2,915.00	364.98	12.52%
5230 State Unemployment	1,673.08	1,318.22	354.86	26.92%
5250 Health Insurance	1,530.35	2,313.34	-782.99	-33.85%
5260 Workmans Compensation	798.51	1,009.36	-210.85	-20.89%
5270 Retirement Plans	498.98	523.84	-24.86	-4.75%
Total 5200 EMPLOYEE BENEFITS	**$ 7,780.90**	**$ 8,079.76**	**-$ 298.86**	**-3.70%**
5400 ADMINISTRATIVE EXPENSES				
5420 Telephone	655.77	1,028.22	-372.45	-36.22%
5430 Professional Fees	3,000.00	3,000.00	0.00	0.00%
5436 Advertising	714.05	660.96	53.09	8.03%
5440 Office Expense	1,353.40	858.96	494.44	57.56%
5441 Bank Charges	0.00	14.90	-14.90	-100.00%

5442 Credit Card Fees	949.77	1,085.27	-135.50	-12.49%
5450 Training and Dues	175.00	0.00	175.00	
5461 Authority Secretarial Services	120.00	0.00	120.00	
5469 Other Outside Services	430.47	370.04	60.43	16.33%
5470 Other Administrative	785.25	497.58	287.67	57.81%
5480 Utilities	5,558.54	5,623.90	-65.36	-1.16%
5499 Bad Debt Expense	7,828.92	0.00	7,828.92	
5500 Liability Insurance	8,669.81	7,782.83	886.98	11.40%
5520 Interest Expense	1,477.43	195.41	1,282.02	656.07%
Total 5400 ADMINISTRATIVE EXPENSES	**$ 31,718.41**	**$ 21,118.07**	**$ 10,600.34**	**50.20%**
5600 SALES AND OPERATIONS				
5630 Golf Genius Software	258.33	0.00	258.33	
Total 5600 SALES AND OPERATIONS	**$ 258.33**	**$ 0.00**	**$ 258.33**	
5700 PARK MAINTENANCE				
5710 Water	972.41	972.41	0.00	0.00%
5720 Heating Fuel	3,722.66	2,016.64	1,706.02	84.60%
5730 Grounds Maintenance	4,592.06	0.00	4,592.06	
5750 Agriculture and Chemicals				
5751 Agriculture&Chemicals-Purchased	3,896.00	28,008.75	-24,112.75	-86.09%
5752 Agriculture/Chemicals Utilized	-3,896.00	-27,313.73	23,417.73	85.74%
Total 5750 Agriculture and Chemicals	**$ 0.00**	**$ 695.02**	**-$ 695.02**	**-100.00%**
5760 Irrigation Maintenance	334.11	0.00	334.11	
5770 Consumable Tools	152.18	0.00	152.18	
5780 Tee and Green Supplies	515.00	0.00	515.00	
5795 Janitorial Supplies	16.96	0.00	16.96	
5800 Equipment Maintenance	2,583.13	1,612.81	970.32	60.16%
5810 Equipment Rental	29.78	0.00	29.78	
5820 Building Maintenance	3,051.46	317.01	2,734.45	862.58%
5860 Gasoline/Diesel Fuel	3,384.81	0.00	3,384.81	
5880 Employee work clothes	190.58	0.00	190.58	
Total 5700 PARK MAINTENANCE	**$ 19,545.14**	**$ 5,613.89**	**$ 13,931.25**	**248.16%**
6000 CART EXPENSE				
6020 Electricity	905.38	305.55	599.83	196.31%
6030 Maintenance	980.55	0.00	980.55	
6050 Cart Insurance	400.00	400.00	0.00	0.00%
Total 6000 CART EXPENSE	**$ 2,285.93**	**$ 705.55**	**$ 1,580.38**	**223.99%**
Total Expenses	**$ 111,197.04**	**$ 74,108.86**	**$ 37,088.18**	**50.05%**
Net Operating Income	**-$ 77,852.97**	**-$ 34,528.74**	**-$43,324.23**	**-125.47%**
Other Expenses				
8000 Depreciation/Amortization	31,430.00	24,582.00	6,848.00	27.86%
8001 Capital projects				
8100 Capital Projects - Cash	18,190.62	15,771.54	2,419.08	15.34%
Total 8001 Capital projects	**$ 18,190.62**	**$ 15,771.54**	**$ 2,419.08**	**15.34%**
Total Other Expenses	**$ 49,620.62**	**$ 40,353.54**	**$ 9,267.08**	**22.96%**
Net Other Income	**-$ 49,620.62**	**-$ 40,353.54**	**-$ 9,267.08**	**-22.96%**
Net Income	**-$127,473.59**	**-$ 74,882.28**	**-$52,591.31**	**-70.23%**

OAK HILLS PARK AUTHORITY
P&L - Current YTD Vs. Prior YTD
July 2023 - February 2024

	Total			
	Jul 2023 - Feb 2024	Jul 2022 - Feb 2023 (PY)	Change	% Change
Income				
4000 REVENUES				
4001 Golf Revenue				
4010 Golf Fees	861,531.75	839,462.48	22,069.27	2.63%
4020 I.D. Cards	37,996.00	38,635.00	-639.00	-1.65%
4025 Season Pass	68,853.41	72,410.29	-3,556.88	-4.91%
4030 Tournament Fees	63,702.00	53,056.00	10,646.00	20.07%
4050 Cart Revenue	266,571.85	254,502.92	12,068.93	4.74%
4060 Golf Revenue - Gift Certif.	14,894.00	12,911.00	1,983.00	15.36%
4070 Gift & Rain Checks Redeemed	-8,003.00	-8,109.00	106.00	1.31%
Total 4001 Golf Revenue	$ 1,305,546.01	$ 1,262,868.69	$ 42,677.32	3.38%
4100 Tennis Revenue	26,400.00	25,200.00	1,200.00	4.76%
4101 Tennis Program Revenues	4,667.34	0.00	4,667.34	
Total 4100 Tennis Revenue	$ 31,067.34	$ 25,200.00	$ 5,867.34	23.28%
4200 Rental Income	14,400.00	0.00	14,400.00	
4300 Investment Income	9,389.45	995.87	8,393.58	842.84%
4400 Misc. Income	7,334.72	11,290.95	-3,956.23	-35.04%
4600 Restaurant Income	27,200.00	46,916.06	-19,716.06	-42.02%
Total 4000 REVENUES	$ 1,394,937.52	$ 1,347,271.57	$ 47,665.95	3.54%
Total Income	$ 1,394,937.52	$ 1,347,271.57	$ 47,665.95	3.54%
Gross Profit	$ 1,394,937.52	$ 1,347,271.57	$ 47,665.95	3.54%
Expenses				
5000 PERSONNEL EXPENSE				
5010 Management Salary	170,089.92	112,744.29	57,345.63	50.86%
5011 Management Salary - Contractor	0.00	0.00	0.00	
Total 5010 Management Salary	$ 170,089.92	$ 112,744.29	$ 57,345.63	50.86%
5030 Operations	161,716.96	134,259.22	27,457.74	20.45%
5040 Operations O/T	85.57	772.50	-686.93	-88.92%
5050 Course Personnel	205,555.93	203,943.76	1,612.17	0.79%
5060 Course Personnel O/T	3,540.88	1,440.20	2,100.68	145.86%
5070 Seasonal Personnel	95,569.09	62,892.18	32,676.91	51.96%
5075 Outside Seasonal Personnel	870.99	29,003.97	-28,132.98	-97.00%
5080 Seasonal Personnel O/T	947.66	610.06	337.60	55.34%
Total 5000 PERSONNEL EXPENSE	$ 638,377.00	$ 545,666.18	$ 92,710.82	16.99%
5200 EMPLOYEE BENEFITS				
5210 Payroll Taxes	44,558.69	39,330.62	5,228.07	13.29%
5230 State Unemployment	14,965.84	15,428.16	-462.32	-3.00%
5250 Health Insurance	10,627.67	18,263.36	-7,635.69	-41.81%
5260 Workmans Compensation	11,207.24	14,412.11	-3,204.87	-22.24%

5270 Retirement Plans	3,914.51	4,535.43	-620.92	-13.69%
Total 5200 EMPLOYEE BENEFITS	**$ 85,273.95**	**$ 91,969.68**	**-$ 6,695.73**	**-7.28%**
5400 ADMINISTRATIVE EXPENSES				
5420 Telephone	6,630.45	8,398.49	-1,768.04	-21.05%
5430 Professional Fees	24,222.95	22,768.96	1,453.99	6.39%
5436 Advertising	7,260.46	7,024.25	236.21	3.36%
5440 Office Expense	14,924.20	11,819.12	3,105.08	26.27%
5441 Bank Charges	73.74	167.64	-93.90	-56.01%
5442 Credit Card Fees	31,810.09	28,812.82	2,997.27	10.40%
5445 Postage	132.00	60.00	72.00	120.00%
5450 Training and Dues	1,575.00	645.00	930.00	144.19%
5461 Authority Secretarial Services	1,330.00	850.00	480.00	56.47%
5469 Other Outside Services	5,780.52	4,912.65	867.87	17.67%
5470 Other Administrative	8,896.73	6,032.26	2,864.47	47.49%
5480 Utilities	41,595.64	42,289.78	-694.14	-1.64%
5499 Bad Debt Expense	7,828.92	0.00	7,828.92	
5500 Liability Insurance	69,894.48	62,272.67	7,621.81	12.24%
5520 Interest Expense	10,334.10	1,787.12	8,546.98	478.25%
Total 5400 ADMINISTRATIVE EXPENSES	**$ 232,289.28**	**$ 197,840.76**	**$ 34,448.52**	**17.41%**
5600 SALES AND OPERATIONS				
5630 Golf Genius Software	1,550.01	0.00	1,550.01	
5640 Golf Pro Supplies	2,129.40	3,202.12	-1,072.72	-33.50%
5680 Golf Pro Work Clothes	1,023.69	521.38	502.31	96.34%
Total 5600 SALES AND OPERATIONS	**$ 4,703.10**	**$ 3,723.50**	**$ 979.60**	**26.31%**
5700 PARK MAINTENANCE				
5710 Water	24,698.39	68,213.18	-43,514.79	-63.79%
5715 Nature and Open Space	0.00	179.99	-179.99	-100.00%
5720 Heating Fuel	11,346.30	10,203.47	1,142.83	11.20%
5730 Grounds Maintenance	25,341.24	17,116.61	8,224.63	48.05%
5740 Tree Maintenance	4,750.00	1,419.56	3,330.44	234.61%
5750 Agriculture and Chemicals				
5751 Agriculture&Chemicals-Purchased	37,928.07	47,864.08	-9,936.01	-20.76%
5752 Agriculture/Chemicals Utilized	22,259.44	-20,443.60	42,703.04	208.88%
Total 5750 Agriculture and Chemicals	**$ 60,187.51**	**$ 27,420.48**	**$ 32,767.03**	**119.50%**
5760 Irrigation Maintenance	2,911.27	6,439.88	-3,528.61	-54.79%
5770 Consumable Tools	751.22	2,531.26	-1,780.04	-70.32%
5780 Tee and Green Supplies	1,744.69	1,890.49	-145.80	-7.71%
5795 Janitorial Supplies	37.84	301.72	-263.88	-87.46%
5800 Equipment Maintenance	28,271.77	22,777.94	5,493.83	24.12%
5810 Equipment Rental	199.78	0.00	199.78	
5820 Building Maintenance	32,236.75	15,907.13	16,329.62	102.66%
5840 Small Equipment	1,019.98	579.99	439.99	75.86%
5860 Gasoline/Diesel Fuel	13,635.94	11,175.93	2,460.01	22.01%
5880 Employee work clothes	374.33	115.00	259.33	225.50%
Total 5700 PARK MAINTENANCE	**$ 207,507.01**	**$ 186,272.63**	**$ 21,234.38**	**11.40%**
6000 CART EXPENSE				
6010 Cart Lease Expense	7,302.22	7,916.17	-613.95	-7.76%

6020 Electricity	12,355.41	9,640.03	2,715.38	28.17%
6030 Maintenance	3,136.32	1,255.81	1,880.51	149.74%
6050 Cart Insurance	3,200.00	3,200.00	0.00	0.00%
Total 6000 CART EXPENSE	**$ 25,993.95**	**$ 22,012.01**	**$ 3,981.94**	**18.09%**
6500 TENNIS				
6510 Professional Services	2,000.00	0.00	2,000.00	
6530 Supplies	513.79	0.00	513.79	
6570 Other Expense	359.00	0.00	359.00	
Total 6500 TENNIS	**$ 2,872.79**	**$ 0.00**	**$ 2,872.79**	
Total Expenses	**$ 1,197,017.08**	**$ 1,047,484.76**	**$ 149,532.32**	**14.28%**
Net Operating Income	**$ 197,920.44**	**$ 299,786.81**	**-$101,866.37**	**-33.98%**
Other Income				
7002 Capital Contribution	1,449.81	0.00	1,449.81	
Total Other Income	**$ 1,449.81**	**$ 0.00**	**$ 1,449.81**	
Other Expenses				
8000 Depreciation/Amortization	251,440.00	196,656.00	54,784.00	27.86%
8001 Capital projects				
8100 Capital Projects - Cash	230,959.48	62,910.88	168,048.60	267.12%
Total 8001 Capital projects	**$ 230,959.48**	**$ 62,910.88**	**$ 168,048.60**	**267.12%**
Total Other Expenses	**$ 482,399.48**	**$ 259,566.88**	**$ 222,832.60**	**85.85%**
Net Other Income	**-$ 480,949.67**	**-$ 259,566.88**	**-$221,382.79**	**-85.29%**
Net Income	**-$ 283,029.23**	**$ 40,219.93**	**-$323,249.16**	**-803.70%**

OAK HILLS SALES ANALYSIS FEBRUARY 2024 FISCAL REPORT

Description	Feb-24	Feb-23	Inc/(Dec)	YTD FY24	YTD FY23	Inc/(Dec)
Revenue Rounds	366	549	-33.3%	25,559	24,366	4.9%
Season Pass Rounds	66	93	-29.0%	1,261	1,828	-31.0%
POS System Servicer Rounds	80	121	-33.9%	1,300	1,538	-15.5%
Barter Rounds	0	0	0.0%	0	0	0.0%
Comp Rounds	0	0	0.0%	0	0	0.0%
Total All Rounds	512	763	-32.9%	28,120	27,732	1.4%
Total Carts	0	0	0.0%	15,353	14,666	4.7%
Total Golf ID Cards	105	144	-27.1%	325	324	0.3%
Total Season Passes	2	5	-60.0%	50	45	11.1%
Total Gift Cards	5	13	-61.5%	191	224	-14.7%
Total GPS Ad Sales	0	0	0.0%	0	0	0.0%
Total $ Revenue Rounds	$6,805	$10,846	-37.3%	$882,924	$891,356	-0.9%
Total Carts $	$0	$0	0.0%	$283,497	$270,662	4.7%
Total Golf ID Cards $	$14,150	$18,910	-25.2%	$38,016	$38,635	-1.6%
Total Season Pass $	$5,060	$8,930	-43.3%	$111,540	$96,635	15.4%
Total Gift Cards $	$535	$1,650	-67.6%	$15,841	$14,971	5.8%
Total GPS Advertising $	$0	$0	0.0%	$0	$0	0.0%
Rain Chks/Gift Cards Redeemed	-$290	-$220	31.8%	-$7,608	-$8,073	-5.8%
	$26,260	**$40,116**	**-34.5%**	**$1,324,210**	**$1,304,186**	**1.5%**
$ Revenue/Revenue Round	**$18.59**	**$19.76**	-5.9%	**$34.54**	**$36.58**	-5.6%
Carts/Revenue Round	**0.0%**	**0.0%**	0.0%	**60.1%**	**60.2%**	-0.2%
Cart $/Revenue Round	**$0.00**	**$0.00**	0.0%	**$11.09**	**$11.11**	-0.1%
Cart $/Cart Round	**$0.00**	**$0.00**	0.0%	**$18.47**	**$18.46**	0.1%
ID Card $/Card	**$134.76**	**$131.32**	2.6%	**$116.97**	**$119.24**	-1.9%
Resident Adult 18 Rounds	5	237	-97.9%	3,145	3,458	-9.1%
Resident Senior 18 Rounds	0	0	0.0%	2,112	3,017	-30.0%
Junior/Golf Team 18 Rounds	0	10	-100.0%	1,381	1,240	11.4%
Golf League 18 Rounds	0	0	0.0%	50	60	-16.7%
Employee 18 Rounds	0	0	0.0%	472	408	15.7%
Non Resident 18 Rounds	361	284	27.1%	16,976	14,780	14.9%
Total 9 Hole Rounds	0	18	-100.0%	1,423	1,403	1.4%
Total Revenue Rounds	***366***	***549***	***-33.3%***	***25,559***	***24,366***	***4.9%***
Resident Adult 18 Rounds $	$95	$5,913	-98.4%	$115,506	$115,955	-0.4%
Resident Senior 18 Rounds $	$0	$0	0.0%	$23,587	$89,871	-73.8%
Junior/Golf Team 18 Rounds $	$0	$186	-100.0%	$28,878	$27,141	6.4%
Golf League 18 Rounds	$0	$0	0.0%	$17	$0	0.0%
Employee 18 Rounds $	$0	$0	0.0%	$3,247	$2,746	18.3%
Non Resident 18 Rounds $	$6,710	$4,418	51.9%	$678,535	$623,461	8.8%
Total 9 Hole Rounds $	$0	$329	-100.0%	$33,153	$32,183	3.0%
Total $ Revenue Rounds	***6,805***	***10,846***	***-37.3%***	***882,924***	***891,356***	***-0.9%***
Senior Non-Resident ID	15	24	-37.5%	40	34	17.6%
Adult Non-Resident ID	4	6	-33.3%	16	11	45.5%
Family ID	0	0	0.0%	0	0	0.0%
Total Non-Resident ID's	***19***	***30***	***-36.7%***	***56***	***45***	***24.4%***
GolfNow Rounds	240	284	-15.5%	7,986	4,781	67.0%
GolfNow Dollars	$4,360	$4,418	-1.3%	$285,710	$176,209	62.1%
Dollars/Round	$18.17	$15.56	16.8%	$35.78	$36.86	-2.9%
City of Norwalk debt paydown	**$1,100.80**					

OAK HILLS SALES ANALYSIS FEBRUARY 2024 CALENDAR

Description	Feb-24	Feb-23	Inc/(Dec)	YTD 2024	YTD 2023	Inc/(Dec)
Revenue Rounds	366	549	-33.3%	637	989	-35.6%
Season Pass Rounds	66	93	-29.0%	109	206	-47.1%
POS System Servicer Rounds	80	121	-33.9%	152	243	-37.4%
Barter Rounds	0	0	0.0%	0	0	0.0%
Comp Rounds	0	0	0.0%	0	0	0.0%
Total All Rounds	512	763	-32.9%	898	1,438	-37.6%
Total Carts	0	0	0.0%	25	0	0.0%
Total Golf ID Cards	105	144	-27.1%	207	240	-13.8%
Total Season Passes	2	5	-60.0%	50	44	13.6%
Total Gift Cards	5	13	-61.5%	6	15	-60.0%
Total GPS Ad Sales	0	0	0.0%	0	0	0.0%
Total $ Revenue Rounds	$6,805	$10,846	-37.3%	$11,997	$18,627	-35.6%
Total Carts $	$0	$0	0.0%	$474	$0	0.0%
Total Golf ID Cards $	$14,150	$18,910	-25.2%	$27,730	$30,900	-10.3%
Total Season Pass $	$5,060	$8,930	-43.3%	$111,540	$94,510	18.0%
Total Gift Cards $	$535	$1,650	-67.6%	$610	$1,825	-66.6%
Total GPS Advertising $	$0	$0	0.0%	0	$0	0.0%
Rain Chks/Gift Cards Redeemed	-$290	-$220	31.8%	-$757	-$280	170.4%
	$26,260	**$40,116**	**-34.5%**	**$151,594**	**$145,582**	**4.1%**
$ Revenue/Revenue Round	**$18.59**	**$19.76**	-5.9%	**$18.83**	**$18.83**	0.0%
Carts/Revenue Round	**0.0%**	**0.0%**	0.0%	**3.9%**	**0.0%**	0.0%
Cart $/Revenue Round	**$0.00**	**$0.00**	0.0%	**$0.74**	**$0.00**	0.0%
Cart $/Cart Round	**$0.00**	**$0.00**	0.0%	**$18.96**	**$0.00**	0.0%
ID Card $/Card	**$134.76**	**$131.32**	2.6%	**$133.96**	**$128.75**	4.0%
Resident Adult 18 Rounds	5	237	-97.9%	9	480	-98.1%
Resident Senior 18 Rounds	0	0	0.0%	0	0	0.0%
Junior/Golf Team 18 Rounds	0	10	-100.0%	5	12	-58.3%
Golf League 18 Rounds	0	0	0.0%	0	0	0.0%
Empl 18 Rounds	0	0	0.0%	1	0	0.0%
Non Resident 18 Rounds	361	284	27.1%	622	471	32.1%
Total 9 Hole Rounds	0	18	-100.0%	0	26	-100.0%
Total Revenue Rounds	***366***	***549***	***-33.3%***	***637***	***989***	***-35.6%***
Resident Adult 18 Rounds $	$95	$5,913	-98.4%	$176	$10,650	-98.3%
Resident Senior 18 Rounds $	$0	$0	0.0%	$0	$0	#DIV/0!
Junior/Golf Team 18 Rounds $	$0	$186	-100.0%	$94	$226	-58.4%
Golf League 18 Rounds	$0	$0	0.0%	$0	$0	0.0%
Empl 18 Rounds $	$0	$0	0.0%	$7	$0	0.0%
Non Resident 18 Rounds $	$6,710	$4,418	51.9%	$11,720	$7,270	61.2%
Total 9 Hole Rounds $	$0	$329	-100.0%	$0	$481	-100.0%
Total $ Revenue Rounds	***6,805***	***10,846***	***-37.3%***	***11,997***	***18,627***	***-35.6%***
SR NONRES DISC	15	24	-37.5%	29	34	-14.7%
NONRES DISCOUNT	4	6	-33.3%	8	10	-20.0%
FAMILY REG	0	0	0.0%	0	0	0.0%
Total Non-Resident ID's	***19***	***30***	***-36.7%***	***37***	***44***	***-15.9%***
GolfNow Rounds	240	284	-15.5%	393	471	-16.6%
GolfNow Dollars	$4,360	$4,418	-1.3%	$7,035	$7,270	-3.2%
Dollars/Round	$18.17	$15.56	16.8%	$17.90	$15.44	16.0%

CONNECTICUT

Office of Policy and Managment

FISCAL YEAR 2024
LOCAL CAPITAL IMPROVEMENT PROGRAM (LoCIP) GRANT CERTIFICATION

Municipality/Borough Name: City of Norwalk
LoCIP Grant Amount $ 847,944.96
Chief Executive Officer Name: Harry W. Rilling
Chief Executive Officer Title: Mayor
Phone Number: 203-854-7701
E-mail Address: hrilling@norwalkct.gov

I certify and attest that:

1. I am the Chief Executive Officer for the Municipality/Borough and have the authority to execute this certification on behalf of the Municipality/Borough;
2. Funds will be used as delineated in **CGS 7-536** of the Connecticut General Statutes;
3. Funds will be used only for projects included in the municipality/borough's capital improvement plan. Any project not in said plan requires a waiver by the Secretary of the Office of Policy and Management;
4. Certain projects may require additional reviews, evaluations, permits, approvals, and/or certifications, including but not limited to: Commission on Human Rights and Opportunities (**CHRO**), Connecticut Environmental Policy Act (**CEPA**) Evaluation, Environmental Impact Evaluation (**EIE**), Flood Management Certification (**FMC**); State Historic and Preservation Office (**SHPO**) review and determination; and/or Municipal Plan of Conservation and Development (**POCD**) provisions with regard to eligibility for discretionary state funding.
5. All project related activities conducted within a floodplain pursuant to **Sections 25-68b through 25-68h** of the Connecticut General Statutes ("Flood Management Act") require a Flood Management Certification;
6. Compliance with all federal, state and local laws, ordinances and regulations and municipal bylaws;
7. All costs charged to these funds are allowable, supported and properly allocated in compliance with applicable guidelines including but not limited to applicable provisions of Connecticut General Statutes and Office of Policy and Management guidelines;
8. Adherence to the State of Connecticut State Library Public Records Administrator records retention guidelines, including but not limited to grants/fiscal records is required;
9. Grant dollars cannot under any circumstance be claimed twice for the same spending;
10. The municipality has/will comply with all the statements above; and
11. The information provided is true, accurate, and complete.

CEO SIGNATURE: Harry W. Rilling	DATE: 3/1/24

RETURN PDF COPY BY APRIL 1ST TO GREGORY.LOWREY@CT.GOV

CONNECTICUT

Office of Policy and Managment

March 1, 2024

Municipal and Borough Chief Executive Officers
Municipal and Borough Chief Financial Officers

RE: **Local Capital Improvement Program – 2024 Grant**

Dear Chief Executive and Financial Officers:

Public Act 23-124 modifies the Local Capital Improvement Program (LoCIP) to provide direct grants to municipalities and boroughs for the fiscal year ending June 30, 2024. Please see the attached listing for funding amounts.

Entitlements received prior to Fiscal Year 2024 will continue to operate with the Chief Executive Officer signed project authorizations and reimbursement requests sent to locip.submit@ct.gov, until the individual municipality and borough entitlements are depleted.

Grants for Fiscal Year 2024 and forward will be processed through a certification similar to the Municipal Grants-in-Aid program. Funds will be disbursed by June 30, 2024 and an annual expense report will be due from the municipality or borough by September 1, 2024.

Please complete the attached LoCIP FY24 Certification and return to: Gregory.Lowrey@ct.gov no later than April 1, 2024.

An emergency authorization will continue to be required in either program for any project not in the municipality's approved capital improvement plan. Allowable projects and costs remain the same for both the entitlement and grant LoCIP programs, though the administrative requirements will differ.

Recipients of grants awarded by the Office of Policy and Management shall be deemed to know and understand all federal, state and local laws, ordinances and regulations and municipal bylaws (e.g., permits, inspection, design standards, notification to utilities, etc.) which in any manner apply to projects funded with such grants; such legal requirements shall include but not necessarily be limited to those which apply to required contracting practices and related reporting, the conduct of the project work, the equipment and materials to be used on the project, or the treatment of individuals or classes of individuals in relationship to their involvement with the project.

Depending on the nature of the project to be funded, certain projects may require additional reviews, evaluations, permits, approvals, and/or certifications, including but not limited to: Commission on Human Rights and Opportunities (**CHRO**), Connecticut Environmental Policy Act (**CEPA**) Evaluation, Environmental Impact Evaluation (**EIE**), Flood Management Certification (**FMC**); State Historic and Preservation Office (**SHPO**) review and determination; and/or Municipal Plan of Conservation and Development (**POCD**) provisions with regard to eligibility for discretionary state funding.

Such reviews, evaluations, permits and/or certifications must be obtained before any grant contract will be executed, or before any grant payments will be made, as is applicable to the specific grant. It should be noted that such reviews, evaluations, permits and/or certifications could significantly impact project costs and timelines.

A Grantee's unfamiliarity of such requirements shall not, in any proceeding or in any claims or other legal proceeding, constitute justification for the Grantee's failure to consider such requirements or for the failure to ensure that such legal requirements are met with regard to any project in which the Grantee participates. It is the Grantee's responsibility to understand and comply with all grant terms and conditions associated with the grant awarded to them.

Please see Local Capital Improvement Program LoCIP HOME PAGE (ct.gov) for further information.

Sincerely,

Martin L. Heft
Undersecretary

CONNECTICUT

Office of Policy and Managment

LOCIP

FISCAL YEAR 2024 GRANT BY MUNICIPALITY

TOWN CODE	MUNICIPALITY / DISTRICT	FY24 LoCIP GRANT	
1	Andover	$	41,887.92
2	Ansonia	$	271,901.47
3	Ashford	$	73,057.67
4	Avon	$	171,831.10
5	Barkhamsted	$	53,634.82
6	Beacon Falls	$	56,837.30
7	Berlin	$	187,290.59
8	Bethany	$	68,549.77
9	Bethel	$	193,871.27
10	Bethlehem	$	49,866.16
11	Bloomfield	$	200,881.38
12	Bolton	$	57,102.56
13	Bozrah	$	38,567.42
14	Branford	$	233,903.57
15	Bridgeport	$	3,246,922.74
16	Bridgewater	$	35,274.21
17	Bristol	$	732,699.94
18	Brookfield	$	163,534.45
19	Brooklyn	$	104,279.77
20	Burlington	$	115,052.76
21	Canaan	$	27,627.69
22	Canterbury	$	79,460.08
23	Canton	$	102,589.05
24	Chaplin	$	38,822.78

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25	Cheshire	$	268,977.90
26	Chester	$	41,097.41
27	Clinton	$	127,750.41
28	Colchester	$	170,180.71
29	Colebrook	$	36,798.18
30	Columbia	$	57,413.52
31	Cornwall	$	48,899.06
32	Coventry	$	154,007.04
33	Cromwell	$	126,454.05
34	Danbury	$	865,357.19
35	Darien	$	150,443.08
36	Deep River	$	46,057.86
37	Derby	$	146,282.94
38	Durham	$	78,611.48
39	Eastford	$	33,432.41
40	East Granby	$	53,042.75
41	East Haddam	$	130,093.05
42	East Hampton	$	139,372.62
43	East Hartford	$	702,371.72
44	East Haven	$	324,504.36
45	East Lyme	$	176,199.91
46	Easton	$	100,472.27
47	East Windsor	$	115,970.14
48	Ellington	$	165,755.91
49	Enfield	$	455,000.31
50	Essex	$	61,437.03
51	Fairfield	$	580,327.42
52	Farmington	$	220,979.60
53	Franklin	$	25,539.51
54	Glastonbury	$	311,787.69
55	Goshen	$	64,122.44

56	Granby	$	121,761.62
57	Greenwich	$	461,198.28
58	Griswold	$	135,854.16
59	Groton	$	308,940.30
60	Guilford	$	206,630.75
61	Haddam	$	113,178.49
62	Hamden	$	686,641.93
63	Hampton	$	41,670.96
64	Hartford	$	2,779,295.46
65	Hartland	$	27,432.31
66	Harwinton	$	75,812.68
67	Hebron	$	102,228.64
68	Kent	$	62,217.13
69	Killingly	$	213,244.58
70	Killingworth	$	81,797.52
71	Lebanon	$	103,935.14
72	Ledyard	$	175,367.27
73	Lisbon	$	42,979.32
74	Litchfield	$	122,363.37
75	Lyme	$	38,639.51
76	Madison	$	164,511.00
77	Manchester	$	684,323.01
78	Mansfield	$	313,778.10
79	Marlborough	$	75,555.24
80	Meriden	$	798,639.58
81	Middlebury	$	84,252.68
82	Middlefield	$	47,740.98
83	Middletown	$	485,395.71
84	Milford	$	506,579.84
85	Monroe	$	203,075.81
86	Montville	$	210,071.75

87	Morris	$	31,981.21
88	Naugatuck	$	386,168.95
89	New Britain	$	1,547,158.37
90	New Canaan	$	179,096.17
91	New Fairfield	$	116,630.68
92	New Hartford	$	91,351.49
93	New Haven	$	2,537,896.14
94	Newington	$	327,620.29
95	New London	$	385,326.54
96	New Milford	$	300,408.36
97	Newtown	$	308,871.85
98	Norfolk	$	47,156.39
99	North Branford	$	126,127.63
100	North Canaan	$	42,939.88
101	North Haven	$	234,121.31
102	North Stonington	$	75,078.23
103	Norwalk	$	847,944.96
104	Norwich	$	517,431.76
105	Old Lyme	$	73,401.44
106	Old Saybrook	$	100,056.50
107	Orange	$	151,347.01
108	Oxford	$	142,989.25
109	Plainfield	$	180,661.61
110	Plainville	$	183,900.22
111	Plymouth	$	141,057.84
112	Pomfret	$	69,667.37
113	Portland	$	96,515.91
114	Preston	$	65,869.37
115	Prospect	$	97,398.40
116	Putnam	$	110,463.54
117	Redding	$	102,396.75

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118	Ridgefield	$	233,441.34
119	Rocky Hill	$	182,203.96
120	Roxbury	$	53,664.31
121	Salem	$	50,326.32
122	Salisbury	$	66,882.69
123	Scotland	$	30,972.60
124	Seymour	$	178,422.53
125	Sharon	$	72,842.54
126	Shelton	$	410,620.54
127	Sherman	$	38,370.73
128	Simsbury	$	245,211.48
129	Somers	$	123,154.90
130	Southbury	$	195,657.98
131	Southington	$	425,593.79
132	South Windsor	$	249,306.26
133	Sprague	$	39,198.47
134	Stafford	$	159,640.53
135	Stamford	$	1,225,199.66
136	Sterling	$	60,238.12
137	Stonington	$	160,431.87
138	Stratford	$	596,073.69
139	Suffield	$	139,619.84
140	Thomaston	$	78,032.88
141	Thompson	$	131,758.75
142	Tolland	$	172,706.33
143	Torrington	$	429,486.88
144	Trumbull	$	382,876.33
145	Union	$	21,478.21
146	Vernon	$	346,917.02
147	Voluntown	$	36,119.26
148	Wallingford	$	435,220.95

149	Warren	$	31,826.23
150	Washington	$	78,309.25
151	Waterbury	$	2,092,740.95
152	Waterford	$	177,241.32
153	Watertown	$	239,561.86
154	Westbrook	$	61,354.20
155	West Hartford	$	677,699.49
156	West Haven	$	926,918.73
157	Weston	$	99,493.56
158	Westport	$	201,080.78
159	Wethersfield	$	290,693.25
160	Willington	$	86,675.68
161	Wilton	$	172,095.47
162	Winchester	$	126,661.98
163	Windham	$	406,861.47
164	Windsor	$	274,658.74
165	Windsor Locks	$	117,834.32
166	Wolcott	$	173,595.18
167	Woodbridge	$	100,226.71
168	Woodbury	$	115,492.01
169	Woodstock	$	124,987.74
501	Groton-City	$	15,879.86
601	Bantam (Bor)	$	332.74
603	Danielson (Bor)	$	4,534.67
604	Fenwick (Bor)	$	1,335.49
605	Groton Long Point	$	4,671.21
606	Jewett City (Bor)	$	2,320.04
607	Litchfield (Bor)	$	1,860.75
608	Newtown (Bor)	$	536.13
610	Stonington (Bor)	$	2,157.50
611	Woodmont (Bor)	$	356.98

City Charter Revision §4-4 B (2) Effective 01/01/2024

FINANCE AND CLAIMS COMMITTEE UPDATE $25,000 and Greater and Under $100,000					
PURCHASING SOLICITION # / NONCOMPETITIVE PROCUREMENT FORM #	**SOLICITATION OPENING DATE / NONCOMPETITIVE PROCUREMENT FORM DATE**	**DEPARTMENT**	**VENDOR**	**DESCRIPTION / SOLICITATION TITLE**	**AMOUNT**
4329	12/14/2023	Building Management-Alan Lo/Neil Rennie	NV Contractor Corp	Customer Service Office Renovation Project	$68,000.00
4330	01/09/2024	Building Management& ADA-Alan Lo, Neil Rennie, and Bill Hnatuk	Blink Signs	City Hall Signage	$22,000.00
R&P-02092024-4-Turf Products-Cart	02/09/2024	R&P	Turf Products	Lithium Workman GTX-off Sourcewell	$52,042.80
R&P-02092024-4-Gengras-dump truck	02/09/2024	R&P	Gengras Ford LLC	Dump truck-off State Contract	$71,002.60
4339	01/31/2024	Recreation and Parks	Multiple Vendors*	Bulk Landscape Material	$33,491.20
DPW-02232024-4-J&B Pavelka-low boy trailer	02/23/2024	DPW-Operations	J & B Pavelka Inc	Low boy trailer-HGAC-Buy	$37,031.00
R&P-02272024-4-Bobcat of CT-Sourcewell	02/27/2024	R&P	Bobcat of CT	Toolcat machine-Sourcewell	$80,971.65
Building Mgmt-03142024-4-Red Thread-Main Library	03/14/2024	Building Management	Red Thread	Main Library Carpet Replacement-State Contract	$89,572.17
Building Mgmt-03142024-4-Independent Office Installation-Main Library Movers	03/14/2024	Building Management	Independent Office Installation	Main Library Movers-State Contract	$26,600.00

City Charter Revision §4-4 B (2) Effective 01/01/2024

FINANCE AND CLAIMS COMMITTEE UPDATE $25,000 and Greater and Under $100,000					
PURCHASING SOLICITION # / NONCOMPETITIVE PROCUREMENT FORM #	**SOLICITATION OPENING DATE / NONCOMPETITIVE PROCUREMENT FORM DATE**	**DEPARTMENT**	**VENDOR**	**DESCRIPTION / SOLICITATION TITLE**	**AMOUNT**
DPW-03182024-4-Bobcat of Stratford-Stump Grinder	03/19/2024	DPW-Operations	Bobcat of Stratford	Stump grinder-Sourcewell	$69,516.00
DPW-03202024-4-Maine Oxy-Welders	03/20/2024	DPW-Operations	Maine Oxy Acetylene Supply Company Inc	Welders-CT State Contract	$45,108.28
Health-03202024-6-Daydream Communications	03/20/2024	Health Department	Daydream Communications	Media Funding for Region 1 campaign	$35,000.00
BOE-03212024-4-Whalley Computers-PEPPM	03/20/2024	BOE	Whalley Computers	Teacher computers-PEPPM	$99,800.00
4351	03/13/2024	Building Management	Exceptional Home Improvements LLC	City Hall Egress Sidewalks	$36,915.82
				TOTAL	$767,051.52

G:\0 Reporting\Finance and Claims-Engagements Under $100000.docx

ITEM #12

CITY OF NORWALK
Lamond Daniels, LCSW, MPA
Chief of Community Services
125 East Avenue, Room #202
Norwalk, CT 06856
Office: (203) 854-7718
Mobile: (475) 459-8532
NorwalkCT.gov/1898/Community-Services
ldaniels@norwalkct.gov

Subject: Confirmation of funding for Norwalk Senior Center/Matching Funding Source for Municipal Grant Program Application
Date: April 4, 2024
To: Finance and Claims Committee of the Common Council
From: Lamond Daniels, LCSW, MPA, Chief of Community Services

Dear Committee Members,

I am writing to confirm the City of Norwalk's annual allocation of $390,000 to support services at the Norwalk Senior Center which allows for the matching funding source for the Municipal Grant Program Application for State Fiscal Years 2025-2028.

This allocation is crucial for ensuring the continued operation of the Norwalk Senior Center, which plays a vital role in our community by providing essential services and programs to our senior population.

Thank you for your attention to these matters. Should you require any further information or clarification, please do not hesitate to contact me.

Sincerely,

Lamond Daniels

Lamond Daniels, LCSW, MPA
Chief of Community Services

ITEM #12

City of Norwalk

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 20251 FY2025 CITY OPERATING BUDGET

FOR PERIOD 99

ACCOUNTS FOR: GENERAL FUND			2023 ACTUAL	2024 ORIG BUD	2024 REVISED BUD	2025 pro forma	2025 requested	2025 Recommend	COMMENT
070	GRANTS								
017002	TRANSIT DISTRICT								
017002	5B0620	GRANTS	660,885.00	660,885.00	660,885.00	660,885.00	660,885.00	610,885.00	________
TOTAL TRANSIT DISTRICT			660,885.00	660,885.00	660,885.00	660,885.00	660,885.00	610,885.00	________
		GRAND TOTAL	660,885.00	660,885.00	660,885.00	660,885.00	660,885.00	610,885.00	________

** END OF REPORT - Generated by Agnes Cawai **

STATE MATCHING GRANT PROGRAM

ELDERLY AND DISABLED DEMAND RESPONSIVE TRANSPORTATION

GRANT ASSIGNMENT CERTIFICATION

SFY 2025 (JULY 1, 2024 THRU JUNE 30, 2025)

Certification	
Name of Municipality*	*Norwalk*
Name of Coordinating Entity*	*Norwalk Transit District*
Please check the box (to the right)* acknowledging the municipality (named above) is participating in a consolidated grant application under the State of Connecticut 13b-38bb Elderly and Disabled Demand Responsive Municipal Grant Program (MGP). The municipality hereby assigns its grant apportionment from the State program to the above listed entity who will coordinate the operation of transportation services.	☒

⚠ Important Instructions
Enter your name, title, and the date in the highlighted fields below. **All fields must be filled out.**
You may digitally sign with a certified e-signature (please submit as a WORD DOCUMENT) OR You may printout and sign (please submit as a PDF).

Signee Information & Signature	
Name*	*Chitsamay Lam*
Title* (i.e., Chief Fiscal Officer)	*Comptroller*
Date*	Enter date or select from dropdown.
Signature or e-signature*	X ______________________

Additional Comments
Click here to enter additional comments.

CONNECTICUT DEPARTMENT OF TRANSPORTATION
STATE MATCHING GRANT PROGRAM (MGP)
ELDERLY AND DISABLED DEMAND RESPONSIVE TRANSPORTATION

MAINTENANCE OF EFFORT CERTIFICATION

SFY 2025 (JULY 1, 2024 THRU JUNE 30, 2025)

Certification

Name of Municipality*	*Norwalk*

The municipality (named above) hereby certifies that State of Connecticut 13b-38bb Elderly and Disabled Demand Responsive Municipal Grant Program (MGP) funds on transportation programs for seniors and persons with disabilities will be*

in addition to current municipal levels of spending.

Only if municipal levels of funding will be reduced, please enter below the percentage of applicant funding that will be reduced.

Type here to enter percentage.

⚠ Important Instructions

Enter your name, title, and the date in the highlighted fields below. All fields must be filled out.

You may digitally sign with a certified e-signature (please submit as a Word Document (.docx))
OR
You may printout and sign (please submit as a PDF (.pdf)).

Signee Information & Signature

Name*	*Chitsamay Lam*
Title* (i.e., Chief Fiscal Officer)	*Comptroller*
Date*	Enter date or select from dropdown.
Signature or e-signature*	X ______________________

Additional Comments

Click here to enter additional comments.

Norwalk Public Schools
Technology Department
P: 203-854-4039 / F: 203-806-4289
125 East Avenue, PO BOX 6001
Norwalk, CT 06852-6001

TO: Chitsamay Lam
CC: Finance & Claims Committee
FROM: David B. Hopp, Director of Technology, BOE
RE: Fortinet Firewall
DATE: 4/9/2024

Finance Committee Members,
The BOE Technology Department is requesting the purchase of a new Next Generation Firewall. This is a budgeted capital expenditure. We are requesting this system for the following reasons:

- Improved performance.
  - The new firewall performance ensures seamless protection against evolving cyber threats while supporting the growing demands of online connectivity.
- Cost Savings.
  - Total Cost of Ownership (TCO) over our aging solution will result in cost savings of approximately $250,000.

I will be happy to answer any questions during the upcoming committee meeting on April 11th, 2024.

Regards,

David B. Hopp
Director of Technology

ACTION REQUESTED:
Authorize the Purchasing Agent to issue purchase orders to ePlus Technology Inc., for the supply of 2 FORTINET Firewalls, an amount not to exceed $$42,203 account 09235010-5777-C0112, and an amount not to exceed $80,007 09245010-5777-C0112 (budgeted 2023/2024 IT Capital item), and forward onto the Common Council for further action.

DEPT OF FINANCE - Purchasing Department

NONCOMPETITIVE PROCUREMENT JUSTIFICATION FORM

DATE: 4/5/2024 **DEPARTMENT:** BOE Technology Department

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:

☐	1	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
☐	2	After solicitation of several sources, competition is determined inadequate (record of source contacts and/or attempts to obtain pricing is attached)
☐	3	The compatibility of equipment, accessories, or replacement parts is of paramount consideration
☒	4	The item/service is available on a Cooperative Purchasing Agreement (please provide the organization name, quote, and the contract/agreement number)
☐	5	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**
☐	6	Other, please explain:

TOTAL COST: $122,208.98 **MUNIS Account:** 09235010-577-C0112 09245010-577-C0112

VENDOR: ePlus - Pricing under US-NCPA-Fortinet 01-154

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

G:\0 Digitized Forms\Noncompetitive Procurement Justification\Noncompetitive procurement-FINAL 01012024.docx

JUSTIFICATION:

To purchase hardware plus Forticare premiun
pricing under: US-NCPA-Fortinet 01-154

ANY OTHER VENDORS CONTACTED FOR PRICING? (Please attach quotes): 2

Vendor 1: SHI

Vendor 2: CDW-G

EMERGENCY: Explain in detail the nature of the emergency ePlus

Customer Name: NORWALK PUBLIC SCHOOL DISTRICT
Quote No: 23128350
Quote Name:
Quotation Date: 03/26/2024

Sales Support Contact: Ed Howard
Sales Support Phone: 603-263-3512
Sales Support Email: ehoward@eplus.com
Account Executive: Steve Plante
Account Executive Phone: 781-615-1322
Account Executive Email: splante@eplus.com

Customer PO No:
Order No:
Expiration Date: 05/03/2024

ePlus Technology inc, 13595 Dulles Technology Drive, Herndon, VA, 20171

External Notes: Pricing under US-NCPA-Fortinet 01-154

Line No.	Part Number	MFG	Description/Line Notes	QTY	Unit Price	Ext Price
001	FG-901G-BDL-950-36	FORTINET	901G HARDWARE PLUS FORTICARE PREMIUM AND FORTIGUAR D UNIFIED THREAT PROTECTION (UTP) 3YR **Line Note:** Unified Threat Protection (UTP) Includes:: IPS, Anti-Malware Protection (Antivirus, Mobile Malware, Botnet, CDR, Virus Outbreak Protection & FortiSandbox Cloud Service), URL, DNS & Video Filtering Service, Anti-Spam	2	60,543.00	121,086.00
002	FC-10-FG9H1-189-02-12	FORTINET	FORTIGATE-901G FORTICONVERTER SERVICE FOR ONE TIME CONFIGURATION CONVERSION SERVICE	1	1,122.98	1,122.98
003	FG-40F-BDL-950-36	FORTINET	FORTIGATE-40F HARDWARE PLUS 3 YEAR FORTICARE PREMI UM AND FORTIGUARD UNIFIED THREAT PROTECTION (UTP)	1	0.00	0.00
004	FT-FGT-ADM-LAB	FORTINET	LAB ACCESS - STANDARD TRAINING LAB ENVIRONMENT FCP - FORTIGATE ADMINISTRATOR LAB ACCESS **Line Note:** LAB ACCESS ON DEMANDS WITHOUT INSTRUCTORS FACILITATION IN SELF-PACED COURSE.	3	0.00	0.00
005	FT-FGT-ADM	FORTINET	FORTIGATE ADMIN TRAINING **Line Note:** FORTIGATE ADMINISTRATOR TRAINING - 4 DAYS - COURSE DESCRIPTION: HTTPS://TRAINING.FORTINET.COM/LOCAL/STATICPAGE/VIEW.PHP PAGE=LIBRARY_FORTIGATE-ADMINISTRATOR - UPCOMING SESSIONS: HTTPS://TRAINING.FORTINET.COM/LOCAL/SCHEDULE/ CO	2	0.00	0.00
006	~~EPLUS PROFESSIONAL SERVICES~~	~~EPLUS~~	~~PROFESSIONAL SERVICES~~	~~1~~	~~19,765.00~~	~~19,765.00~~
Totals						**141,973.98**

Shipping:
Packing:

Sub Total (USD):	**141,973.98**
Est. Tax (USD):	**TBD if Applicable**
Shp&Hnd (USD):	**0.00**
Total (USD):	**141,973.98**

All orders are governed by your organization's signed agreement with ePlus or applicable public sector contract; if there is no such agreement the Customer Terms and Conditions for Products and/or Services located at www.ePlus.com govern. No additional or contrary terms in a purchase order shall apply, and ePlus' performance shall not be deemed acceptance of any preprinted PO terms. Use of software, subscription services or other products resold by ePlus is subject to manufacturer/publisher end user agreements or subscription terms. Any periodic payment obligations for specific offerings, along with customer-incurred overages, consumption fees, add-ons, quantity adjustments and automatic renewals are non-cancelable for any reason except by public sector customers required by law to terminate due to non-appropriation of funds.

PLEASE NOTE: Recent supply chain disruption and tariffs on certain imports are causing price increases for many IT products, with little or no notice, and beyond ePlus' control. As a result, this quote is subject to change without notice, even before the expiration date reflected above. Related manufacturer policy changes may result in orders being non-cancelable and products non-returnable except in accordance with the manufacturer warranty. Please confirm pricing and other restrictions prior to order placement. Unless freight amount is indicated, or is zero, freight will be added to the invoice. Unless Bill-To company is exempt from Sales Tax, it will be added to the invoice. Recognizing that the global pandemic has disrupted operations for many organizations, ePlus will ship products for delivery in accordance with customer's written ship-to instructions and products will be deemed delivered notwithstanding any failure of customer personnel to sign for receipt due to facility closing or otherwise.

Customer Acceptance	Bill To	Ship To
Signature: ____________	NORWALK PUBLIC SCHOOL DISTRICT	NORWALK PUBLIC SCHOOL DISTRICT
Name: ____________	125 EAST AVENUE	125 EAST AVENUE
Title: ____________	PO BOX 6001	PO BOX 6001
Date: ____________	NORWALK CT 06851	NORWALK CT 06851
Customer PO #: ____________	UNITED STATES	UNITED STATES
	FINANCE OFFICE	

Pricing Proposal
Quotation #: 24664890
Created On: Mar-26-2024
Valid Until: Apr-30-2024

CT-City of Norwalk Public Schools

Inside Account Manager

David Hopp
Norwalk
CT
06852
Phone: (203) 854-4042
Fax:
Email: hoppd@norwalkps.org

Matt Martinson
290 Davidson Ave.
Somerset, NJ 08873
Phone: 800-527-6389 ext: 5648323
Fax:
Email: matt_martinson@shi.com

All Prices are in US Dollar (USD)

	Product	Qty	Your Price	Total
1	Fortinet FortiGate 901G - Security appliance - with 3 years FortiCare Premium Support + 3 years FortiGuard Unified Threat Protection (UTP) - 10 GigE, 2.5 GigE, 25 Gigabit Ethernet - front and side to back - 1U - rack-mountable Fortinet - Part#: FG-901G-BDL-950-36 Contract Name: CREC - IT Solutions & Services (Omnia) Contract #: 2018011-02 Subcontract #: 2018011-02-CREC	2	$62,543.20	$125,086.40
2	FortiConverter - Subscription license renewal (1 year) - Win - for FortiGate 901G Fortinet - Part#: FC-10-FG9H1-189-02-12 Contract Name: CREC - IT Solutions & Services (Omnia) Contract #: 2018011-02 Subcontract #: 2018011-02-CREC	1	$1,176.90	$1,176.90
3	Fortinet FortiGate 40F - Security appliance - with 3 years 24x7 FortiCare and FortiGuard Unified (UTM) Protection - GigE - desktop Fortinet - Part#: FG-40F-BDL-950-36 Contract Name: CREC - IT Solutions & Services (Omnia) Contract #: 2018011-02 Subcontract #: 2018011-02-CREC	1	$931.10	$931.10
4	FortiGate Administrator - live e-learning - 4 days Fortinet - Part#: FT-FGT-ADM Contract Name: CREC - IT Solutions & Services (Omnia) Contract #: 2018011-02 Subcontract #: 2018011-02-CREC	2	$3,709.70	$7,419.40
5	LAB ACCESS - STD TRAINING LAB ENVI FCP FORTIGATE ADMINISTRATOR LA Fortinet - Part#: FT-FGT-ADM-LAB Contract Name: CREC - IT Solutions & Services (Omnia) Contract #: 2018011-02 Subcontract #: 2018011-02-CREC	3	$200.00	$600.00

Subtotal	$135,213.80
Total	$135,213.80

Additional Comments

Please note, if Emergency Connectivity Funds (ECF) will be used to pay for all or part of this quote, please let us know as we will need to ensure compliance with the funding program.

Hardware items on this quote may be updated to reflect changes due to industry wide constraints and fluctuations.

Thank you for choosing SHI International Corp! The pricing offered on this quote proposal is valid through the expiration date listed above. To ensure the best level of service, please provide End User Name, Phone Number, Email Address and applicable Contract Number when submitting a Purchase Order. For any additional information including Hardware, Software and Services Contracts, please contact an SHI Inside Sales Representative at (888) 744-4084. SHI International Corp. is 100% Minority Owned, Woman Owned Business. TAX ID# 22-3009648; DUNS# 61-1429481; CCR# 61-243957G; CAGE 1HTF0

The products offered under this proposal are resold in accordance with the terms and conditions of the Contract referenced under that applicable line item.

Thank you for choosing CDW. We have received your quote.

Hardware Software Services IT Solutions Brands Research Hub

QUOTE CONFIRMATION

DAVID HOPP,

Thank you for considering CDW•G for your technology needs. The details of your quote are below. **If you are an eProcurement or single sign on customer, please log into your system to access the CDW site.** You can search for your quote to retrieve and transfer back into your system for processing.

For all other customers, click below to convert your quote to an order.

This quote is subject to CDW's Third Party Cloud Services Order Form Terms and Conditions set forth at
https://www.cdwg.com/content/cdwg/en/terms-conditions/third-party-cloud-services-order-form-terms-and-conditions-.html

Convert Quote to Order

QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
NVLP639	4/2/2024	FORTINET	7814472	$138,361.84

QUOTE DETAILS

ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
Fortinet FortiGate 901G - security appliance - with 3 years FortiCare Premi Mfg. Part#: FG-901G-BDL-950-36 Contract: PEPPM 2022 Catalog Agreement (PEPPM2022)	2	7623559	$63,999.00	$127,998.00
FortiConverter - subscription license renewal (1 year) - 1 license Mfg. Part#: FC-10-FG9H1-189-02-12 Electronic distribution - NO MEDIA Contract: PEPPM 2022 Catalog Agreement (PEPPM2022)	1	7812305	$1,199.00	$1,199.00
Fortinet FortiGate 40F - security appliance - with 3 years 24x7 FortiCare a Mfg. Part#: FG-40F-BDL-950-36 Contract: PEPPM 2022 Catalog Agreement (PEPPM2022)	1	5978742	$965.00	$965.00
FortiGate Administrator - live e-learning Mfg. Part#: FT-FGT-ADM Electronic distribution - NO MEDIA Contract: PEPPM 2022 Catalog Agreement (PEPPM2022)	2	7819981	$3,799.00	$7,598.00
NEW ITEM Mfg. Part#: NEW-ITEM FT-FGT-ADM-LAB "Lab Access - Standard Training Lab Environment FCP - FortiGate Administrator Lab Access - One-time on-demand lab access within self-paced course. - Course description: https://training.fortinet.com/local/staticpage/view	3	NEW-ITEM	$199.00	$597.00

QUOTE DETAILS (CONT.)

Product stocked by manufacturer.
Delivery times vary.
Country of Origin: (None)
Weight: 0.00
Dim Weight: 0.00"
Contract: Standard Pricing

These services are considered Third Party Services, and this purchase is subject to CDW's Third Party Cloud Services Terms and Conditions, unless you have a written agreement with CDW covering your purchase of products and services, in which case this purchase is subject to such other written agreement.

The third-party Service Provider will provide these services directly to you pursuant to the Service Provider's standard terms and conditions or such other terms as agreed upon directly between you and the Service Provider. The Service Provider, not CDW, will be responsible to you for delivery and performance of these services. Except as otherwise set forth in the Service Provider's agreement, these services are non-cancellable, and all fees are non-refundable.

SUBTOTAL	$138,357.00
SHIPPING	$4.84
SALES TAX	$0.00
GRAND TOTAL	**$138,361.84**

PURCHASER BILLING INFO	DELIVER TO
Billing Address: NORWALK PUBLIC SCHOOLS ACCTS PAYABLE PO BOX 6001 NORWALK, CT 06852-6001 **Phone:** (203) 854-4039 **Payment Terms:** NET 30 Days-Govt/Ed	**Shipping Address:** NORWALK PUBLIC SCHOOLS DAVID HOPP 125 EAST AVE DATA PROCESSING DEPT NORWALK, CT 06852 **Shipping Method:** UPS Ground (2 - 3 day)
	Please remit payments to:
	CDW Government 75 Remittance Drive Suite 1515 Chicago, IL 60675-1515

Sales Contact Info

Vincent Mulvihill | (866) 773-7348 | vinny@cdwg.com

LEASE OPTIONS

FMV TOTAL	FMV LEASE OPTION	BO TOTAL	BO LEASE OPTION
$138,361.84	**$3,915.64/Month**	**$138,361.84**	**$4,502.29/Month**

Monthly payment based on 36 month lease. Other terms and options are available. Contact your Account Manager for details. Payment quoted is subject to change.

Why finance?

- Lower Upfront Costs. Get the products you need without impacting cash flow. Preserve your working capital and existing credit line.
- Flexible Payment Terms. 100% financing with no money down, payment deferrals and payment schedules that match your company's business cycles.
- Predictable, Low Monthly Payments. Pay over time. Lease payments are fixed and can be tailored to your budget levels or revenue streams.

• Technology Refresh. Keep current technology with minimal financial impact or risk. Add-on or upgrade during the lease term and choose to return or purchase the equipment at end of lease.

• Bundle Costs. You can combine hardware, software, and services into a single transaction and pay for your software licenses over time! We know your challenges and understand the need for flexibility.

General Terms and Conditions:

This quote is not legally binding and is for discussion purposes only. The rates are estimate only and are based on a collection of industry data from numerous sources. All rates and financial quotes are subject to final review, approval, and documentation by our leasing partners. Payments above exclude all applicable taxes. Financing is subject to credit approval and review of final equipment and services configuration. Fair Market Value leases are structured with the assumption that the equipment has a residual value at the end of the lease term.

Need Help?

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This order is subject to CDW's Terms and Conditions of Sales and Service Projects at
http://www.cdwg.com/content/terms-conditions/product-sales.aspx
For more information, contact a CDW account manager.

Comptroller Department
CITY OF NORWALK
(203)854-7711
125 East Avenue
Norwalk, CT 06851

ITEM #14

MEMORANDUM

To: Greg Burnett, Chairman, Chairman, Finance Committee

From: Chitsamay Lam, Comptroller

Date: April 4, 2024

Subject: Auditing Services – FY 2024 (July 1, 2023 to June 30, 2024)

Connecticut General Statutes (C.G.S. Sections 7-396 and 4-232) require the appointing authority of any municipality, audited agency or non-profit agency to file with the Secretary of the Connecticut Office of Policy and Management (OPM) the name of the independent auditor designated to conduct the audit. The notification must be made at least thirty days before the end of the fiscal period of the entity for which the audit is required.

In 2020, the City recently issued Request for Proposal (RFP) #3987 requesting proposals from qualified CPA firms to perform the City's annual Financial Statement Audit (including the Single Audit of Grants) and to assist in the preparation of the City's Comprehensive Annual Financial Report (CAFR) for the five (5) year period commencing July 1, 2020 and ending June 30, 2025 (covering audits of Fiscal Years ending June 30, 2020 through FYE June 30, 2024). Clifton Larson Allen, LLP (formerly Blum, Shapiro & Company) was selected. I am submitting for your approval the fourth year (FY 2024) of the contract at a fee of $103,000. Account 011310-5253 Accounting and 015725160-330-57 BOE Other Professional Services.

Cc: Harry W. Rilling, Mayor