FINANCE AND CLAIMS COMMITTEE OF THE COMMON COUNCIL MEETING AGENDA
Thursday, March 14, 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.**

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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:
   - January 11, 2024-Special Finance and Claims Committee Meeting
   - February 15, 2024- Special Finance and Claims Committee Meeting
   - February 22, 2024-Special Finance and Claims Committee Meeting
5. Claims Committee: March 2024
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.
8. Tax Assessor report.
9. Received Oak Hills Authority Monthly Financial Statements for December 2023, January 2024 and Auditors' Report for the Year ended June 30, 2023.
10. Approve proposed five-year license agreement ODEEN'S OHGC, LLC for restaurants services at Oak Hill Park.
11. Requesting 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.
12. 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.
13. Adjournment.

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

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CITY OF NORWALK
FINANCE CLAIMS COMMITTEE AND
BOARD OF EDUCATION FINANCE COMMITTEE
SPECIAL MEETING
JANUARY 11, 2024
COMMON COUNCIL CHAMBERS AND VIA TELECONFERENCE

ATTENDANCE (Common Council): Gregory Burnett, Chair; Mayor Harry Rilling; Heather Dunn; James Frayer; Johan Lopez; Melissa Murray; Doug Sutton; Dujan Wiggins

ATTENDANCE (Board of Education): Sheri McCready, Chair, Finance Committee; Diana Carpio, Chair Board of Education;

STAFF (City of Norwalk): Thomas Ellis, Director of Management and Budgets

STAFF (Board of Education): Dr. Alexxandra Estrella, Superintendent of Schools; Lunda Asmani, Chief Financial Officer; Sandra Faioes, Deputy Superintendent; Roert Pennington, Assistant Superintendent of Schools

OTHERS (City of Norwalk): Jalen Sead and Barbara Smyth , Common Council members

OTHERS (Board of Education): Ashley Gulyas; Janine Randolph; Samantha Pleasants (Board of Education members)

I. **CALL TO ORDER**

Mr. Burnett called the meeting to order at 6:07 p.m.

II. **ROLL CALL**- Common Council and BOE Finance Chairpersons

Mr. Burnett and Ms. McCready called the Roll for their respective committees as indicated above.

Mayor Rilling gave opening remarks and described the budget process. He noted that it will be challenging to create a budget that is fair and equitable, but they will have to work together and make concessions where needed. He said they try to function on a needs vs wants process. Mayor Rilling said they want to hear from the public.

Dr. Estrella reviewed the Board of Education budget process and said it is not an easy process. The community is best served when the students are educated. She explained that they looked at the strategic plan when they went through the budget process and kept in mind the need to support the teachers.

Mr. Burnett explained that this joint meeting is one of several opportunities for both committees to understand the goals and challenges. He said he Board has tentatively approved their budget request as it relates to the operating budget.

Ms. McCready Pritchett said the goal is to share thoughts, ideas and concerns. She said the Norwalk Public School system is the most successful city school system in Connecticut, but there is a lot more to be done. She reviewed some of the key drivers in the budget and said that on behalf of the Board of Education, they look forward to continuing the discussion and collaboration.

III. **PUBLIC PARTICIPATION**

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

IV. **FINANCE DEPARTMENT OF THE CITY AND CHIEF FINANCIAL OFFICER OF NORWALK PUBLIC SCHOOLS PRESENTATIONS**:

a. City- Guidelines for Preparation of FYE 2025 Operating Budgets

Mr. Ellis shared his screen and presented the guidelines for the preparation of the FYE 2025 budget. He reviewed the challenging economic outlook and how it can impact the City's budgeting process. He added that there are concerns about the economic impact of the high interest rates on the taxpayers. He reviewed what the City proposes to do to provide essential municipal services and minimize tax increases for Norwalk residents.

Ms. Carpio commented that they are talking about educating children and wants vs. needs is no education vs. a quality education. She said she hoped everyone would keep that in mind. She added that they have to think about the staff, but the dialogue of wants vs. needs has to change.

Mr. Burnett asked about the timing of the contracts. Mr. Ellis said negotiations are just beginning.

Mr. Ellis addressed the grants process and said they have a part time grants coordinator who does a very good job. He added that the individual departments with specific expertise also search for grants and that process seems to work.

Mr. Frayer asked about the rainy day fund. Mr. Ellis said it continues to trend in the right direction. They would not take any action without significant guidance from their bond advisor. Mayor Rilling explained that each year they budget to draw down from the rainy day fund, but due to careful spending they have not had to use that money. Ms. McCready Pritchett asked if the City pursues grants. Mayor Rilling said it is a daily process.

In response to a question about the impact of ARPA funds on the budget, Mr. Ellis said those funds took the pressure off the capital side and some items from the operating budget. Mr. Ellis said the government cautioned recipients of the ARPA funding to not use the funds for re-occurring expenses.

b. BOE- Key Issues Impacting FY25 Operating Budget

Mr. Asmani shared his screen and reviewed the Board of Education's FY 2024-2025 tentatively approved budget. He reviewed the five strategic priorities. He added that this year, for the second year in a row, they provided a budget book.

Mr. Asmani presented the Board of Education's general fund summary and a budget comparison from six different school districts. He presented student demographics and enrollment for multi-language learners and special education students. He noted that in terms of enrollment, they are flat.

Mr. Asmani presented the 2024-2025 combined budgets showing the general fund at 85%, the grants fund at 13% and the school lunch fund at 2%. He noted that when the funds dry up, the needs do not and they have to make tough decisions.

Ms. Faioes reviewed the school lunch program and noted that the school lunch program is critical to the health of the students. She described the former lunch program and the current program where all students receive free breakfast and lunch. She said they currently served over 500,000 meals and this year they are trending higher with parents having their children eat breakfast and lunch at school.

Mr. Asmani presented the general fund showing that 85% of the budget is for salaries and benefits. He also presented the staff distribution chart, noting that the bulk of employees are in the elementary and high schools.

Mr. Asmani presented the budget drivers showing how they achieved an 8.2% increase in the Superintendent's FY 2025 recommended budget.

Mr. Asmani said this is the first of many conversations they will be having. He said they have a dedicated page on the Board of Education's website with the budget information. In addition, the meetings are available on YouTube and that information is always being added to the website.

Mayor Rilling noted that the Board of Education's budget request has not been approved. He said their projection for FY2024 is the only year lower than FY2021; this dispels the comments that the developments are straining the schools.

V. **DISCUSSION**

The staff members responded to questions from the Committee members. In answer to a question, Ms. Faioes said that following the efficiency study, her department works with their partners on the City side. Mr. Asmani added that one of the things outlined in the efficiency study was how the City and Board of Education Finance departments could collaborate on projects. Dr. Estrella said the City and Board of Education teams work very well together.

Mr. Burnett addressed the lunch fund and said he agrees it is vital to the success of the students, but expressed concern over food waste. He asked if there is any data available regarding the food waste and what may be causing that. Ms. Faioes said they recently changed food vendors. She said for Norwalk Public Schools to get reimbursed, there is a formula that all students have to take a certain number of food items for it to count as a meal. She agreed it is wasteful, but it is a federal law. She added that they are trying to offer students many different options. She said they are not measuring food waste.

Mr. Burnett said that in universities and corporations they measure food waster and make necessary changes. Ms. McCready Pritchett said they try to encourage students to eat a complete meal. Ms. Faioes said they do not know how much is thrown out.

Dr. Estrella said they may be able to calculate the food waste, but may not be able to do anything about it, because they are required to serve a certain amount of food to the students.

Mr. Frayer asked if all the schools compost. He said composting will provide information about the food waste. A committee member asked about donating the unused food; however, Ms. Faioes said regulations prevent them from re-using food. Dr. Estrella said there is a cost associated with composting, but said she would look into it.

A question was asked about the administrative period for teachers. It was explained that this time will provide teachers with the time they need to plan their days. Ms. Faioes added that nationally there is a teacher shortage and this is a way to make sure the teachers are supported and to retain the teachers.

Mr. Frayer asked about the increase given the fact that enrollment has been flat for the last five years. He was told there is an increase of over 15% for early target intervention for students and the number of students needing special services are going up.

Mr. Frayer said that several years ago, the City put $3 million in the budget for students needing special services. Mr. Pennington said the $3 million was an amazing investment and it helped support keeping the students in district rather then placing them out of the district. Last year they had 105 students and this year they are at 110. Ms. McCready Pritchett noted that sometimes Norwalk Public Schools does not have the capacity to keep the student in the District. Mr. Pennington said the focus is to provide the best services to all the students.

Mr. Burnett asked about the impact of some of the drivers. Dr. Estrella said programs come at a cost. Mr. Burnett noted that the City does not have control over how the money is spent. He asked Dr. Estrella what would happen if they do not receive the $2 million request for the magnet school program. She said the program would end – that it runs the risk of being eliminated. She added they will have to figure out how to save jobs and the program.

Mr. Burnett said he was trying to understand the impact if the full amount requested is not allocated. Dr. Estrella replied that if the $2 million is not allocated for the magnet school program it will go away. Mr. Frayer asked what would happen if the $2 million is not allocated. Dr. Estrella said they would have to look at ways to reduce in other areas or modify the program.

Dr. Estrella said they are engaged in partnerships to support their budget. She said grants are challenging because they are very specific on how they are spent. Ms. Faioes said 13% of their budget comes from grants.

Mr. Burnett thanked the members of the Board of Education for their presentation and the dialogue.

VI. **ADJOURN**

There was no further discussion, and the meeting was unanimously adjourned at 7:46 p.m.

Respectfully submitted,

Rosemarie Lombardi
Telesco Secretarial Services

CITY OF NORWALK
FINANCE & CLAIMS COMMITTEE
PUBLIC HEARING AND SPECIAL MEETING
FEBRUARY 15, 2024
CITY HALL COMMON COUNCIL CHAMBERS
AND
ZOOM VIRTUAL TELECONFERENCE

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ATTENDANCE: Gregory Burnett, Chair; Heather Dunn; James Frayer; Johan Lopez; Barbara Smyth; Douglas Sutton; Dajuan Wiggins (6:30 p.m.)

STAFF: Henry Dachowitz, Chief Financial Officer; Mayor Harry Rilling

PUBLIC HEARING

1. CALL TO ORDER

Mr. Burnett called the public hearing to order at 6:05 p.m.

2. **ROLL CALL**

Mr. Burnett called the Roll as indicated above.

3. **PUBLIC HEARING ON FISCAL YEAR 2024 - 2025 RECOMMENDED OPERATING BUDGET**

Mr. Burnett offered opening remarks and said the Committee members were looking forward to hearing from the public. He noted this public hearing will not address the items in the capital budget.

The goal is to keep taxes as low as possible by allocating funds necessary to maintaining and in some cases improving services for the residents. He added that the plan is to draw down from the fund balance to provide relief to the residents.

Mr. Burnett explained they are in the early phase of the budget. The recommended operating budget will consist of a 4.5% increase in the Board of Education's budget and in increase of 4.4% to the City's operating budget. He said they are presented with several budget challenges and have to make key decisions. After hearing comments this evening, the Committee will hold a special meeting to discuss the recommended budget cap. This recommendation will be presented to the full Common Council next week with a window to approve the total capital budget by March 15th. Mr. Burnett described the next steps in the budget process.

Mr. Burnett reviewed the public hearing procedure and noted the availability of translation services in Spanish and Haitian Creole.

Mr. Burnett invited Mayor Rilling to provide opening comments. Mayor Rilling expressed his thanks to all involved in creating the budget. He noted that this year is very challenging because of the 2023 revaluation. He said everyone worked hard to keep the tax base as low as possible while prioritizing services.

Mayor Rilling said he spoke with Dr. Estrella, Superintendent of Schools who expressed concern about the funding for lockers being removed from the budget. He said they are back in the budget.

There were no comments from the members of the Committee.

Public participation comments are not verbatim and represent a summarization of statements unless otherwise noted. Speakers are Norwalk residents unless otherwise noted.

Ms. Leah Beshevy noted that her comment was about the capital budget. She advocated to keep the funding for the lockers in Roton Middle School. She said they were built in 1966 and are dilapidated and too narrow for backpacks.

Mayor Rilling agreed and said the money was going back into the capital budget for the lockers.

Ms. Diane Lauricella expressed thanks for holding a hybrid meeting. She asked the members of the Common Council to review her operating budget public hearing comments for the last 10-14 years.

Ms. Lauricella suggested looking at where costs could be cut. She said the Norwalk Public Schools could reduce energy costs by having an aggressive solar power plan at existing schools. She said this would reduce fuel use. She also suggested that the Department of Public Works take over waster management for the school system. She said there is very little, if any recycling at the schools. Another suggestion was to end the Welcome Center rental and gift this to a city owned property.

On the City side, Ms. Lauricella said they need to look at hiring a full time grant coordinator. In addition, they need to trim the Chief of Staff's budget as well as the DEI budget. She suggested reducing energy use by using ground mounted, canopy and roof top solar on existing buildings.

Ms. Lauricella suggested increasing revenue by hiring a full time grant coordinator, creating energy, enforcement fines and providing naming rights, especially to the new high school stadium.

Ms. Lisa Brinton said it was difficult to comment on the budget without seeing the grand list. She said she was going to address the debt service, Public Works and the Board of Education.

Ms. Brinton said she was concerned about the percentage the State will reimburse the new Norwalk High School project. She said the Department of Public Works has been consistently underfunded. She raised concern about the potential over lap between the department of Economic and Community Development and the Department of Transportation, Mobility and Parking. She said she did not understand why they are not under the DPW umbrella.

Ms. Brinton said she supports the 4.5% increase for the Board of Education. She suggested the teachers may not need more time if they were not micro managed by central office staff. She expressed concern about turnover and said she lacks confidence in the Board of Education.

Ms. Brinton advocated for hiring Blight Enforcement Officers.

Mr. Constantine Favano said it was hard to understand the percentage increases and asked if there was a good reason. He said they should not have a budget above inflation. He expressed concern over using the rainy day fund and said they need to keep that in the event of a recession.

Mr. Wiggins joined the meeting at 6:30 p.m.

4. **ADJOURNMENT**

There were no other comments and the public hearing was adjourned at 6::30 p.m.

Followed by a Special Meeting of the Common Council Finance and Claims Committee at 7:30 PM

ATTENDANCE:	Gregory Burnett, Chair; Heather Dunn; James Frayer; Johan Lopez; Barbara Smyth; Douglas Sutton; Dajuan Wiggins
OTHERS:	Melissa Murray
STAFF:	Lisa Biagiarelli, Tax Collector; Henry Dachowitz, Chief Financial Officer; Paul Gorman, Tax Assessor; Joyce Liu, Director of IT; Mayor Harry Rilling

1. **CALL TO ORDER**

Mr. Burnett called the meeting to order at 7:30 p.m.

2. **ROLL CALL**

Mr. Burnett called the Roll as indicated above.

3. **CLAIMS COMMITTEE**: February 2024

Ms. Biagiarelli reported there were no special requests for claims this evening. The list is for informational purposes only.

Ms. Biagiarelli highlighted her report as follows:

4. **NARRATIVE ON TAX COLLECTIONS DATED FEBRUARY 2024** – Receive Report and discuss.

5. **MONTHLY TAX COLLECTOR'S REPORTS DATED JANUARY 2024**– Receive Report and discuss.

As of the end of January 2024, having concluded the first seven months of the fiscal year, we collected more than $347 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 is still down from the original budgeted levy by nearly $3.8 million, primarily due to credits resulting from stipulated judgments in property tax appeal cases.

As of the end of January 2024, our current collection rate was 91.6%. We also collected 93.26% of our sewer use levy, more than $17 million, and 82.57% of the Industrial Pretreatment Program (IPP) fee billing on behalf of the WPCA. Compared with the prior fiscal year, we ended January 2024 slightly ahead of last year for collection of taxes (1.32%); sewer use (.33%), and down slightly for the IPP fee (-.55). The current collection period ended on February 1, but throughout the first week of February, we continued to process payments timely received. Accordingly, we will not be able to accurately assess our collection until we can compare reports through the end of the month of February. Tax bills were due by law on January 1, 2024, but taxpayers had a month from the due date to pay without interest. The collection went well and there were no major issues.

Regarding prior years' collections, through the end of January, 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 are moving forward with work on our July 2024 tax sale. Last month we began assigning title searches and are now starting to receive some of those searches back. In November 2023, we mailed preliminary letters to owners of about 100 properties scheduled to be included in the sale, advising them of the impending sale.

The sale date is Monday, July 22, 2024. To date, we have already collected more than $900,000 in approximately eight weeks' time. Our year to date collections of prior years' taxes and interest through January 2024 are already nearly $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. State law gives the tax collector this authority. In some ways it is similar to a foreclosure, but does not require a lawsuit (going to court), and the city is not responsible for satisfying other lienholders, if any. It requires a series of notifications to the owner and to anyone with a choate (recorded) encumbrance on the property, and publications and other procedures to provide notice to the public at large. Because it involves taking property, there are constitutional issues involved. The tax collector is required to follow statutory procedures exactly and to ensure equal treatment of all property owners. The tax collector is subject to personal liability, without indemnification by the City, if an aggrieved taxpayer brings a successful civil rights action against the tax collector for violation of their federal civil rights.

The 2024 tax sale will be our 10th sale since 2003. We have collected a cumulative total of more than $42 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. The tax collector and office staff conduct the sale "in house," meaning all the work leading up to, and at, the sale is done by office staff, not hired attorneys, with the sole exception of the title searches and security on the day of sale. This results in savings of thousands of dollars in fees that otherwise would have been charged to taxpayers who are already struggling to meet their tax obligations.

Norwalk is one of only a few CT municipalities that do this work in-house; most other towns hire outside attorneys to perform their tax sales, with all the additional costs being borne by the delinquent taxpayers. The purpose of the sale is to enforce collection of back taxes and not to attempt to redistribute property. Usually 90 – 95% of the properties originally slated for sale are removed from the sale when the back taxes are paid. We have had tax sales with several dozen properties remaining on the day of sale, but it is more usually about a dozen; all the others will have paid in order to avoid the sale. After the sale, the owners of the properties or any choate lienholder still have the right to redeem the property, basically by paying off the bidder. The sale is a public auction; anyone who does not owe back taxes to Norwalk is allowed to bid. Owners and lienholders are not permitted to bid on their own property, and city staff who are involved in the sale are not permitted to bid. Leading up to the sale, we will continue to provide more information about this initiative. Tax sale is effective and 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 have to 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. 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. As of the end of January 2024, we have been collecting based on their billing for 14 calendar months. In conjunction with their efforts, we have collected more than $1.1 million, including nearly $882,000 in past due motor vehicle taxes and interest due directly to the City, as well as $132,000 in fees due to the agency. Their 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. In early 2024 we worked with the Comptroller's office to implement a wage garnishment for those City and Board of Education employees who owed past due taxes.

We are also working with the Department of Health, as health permits renewed in January 2024; taxpayers owing past due business personal property taxes must pay back taxes that are more than one year past due before being issued a health permit or renewal. In the coming weeks, we hope to work with our software vendor to create files for delinquent notices. 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. After demand notices are sent, we will begin the process of filing lien continuing certificates in the town clerk's office, likely during the second week of March 2024. I will continue to keep all stakeholders advised of our progress, and am available to respond to any questions, issues or concerns.

In response to Mr. Lopez' question, Ms. Biagiarelli said collections are pretty stable. Mr. Lopez asked about potential consequences in transferring permits. Ms. Biagiarelli explained they had a revaluation in 2018 and many taxpayers too their case to the Supreme Court. It takes several years for the cases to be adjudicated. She noted they have to honor the court decision and in some cases had to give the money back to the taxpayers who made payments.

Mr. Burnett said the numbers were heading in the right director and they will know better when the second payments are due.

6. **TAX ASSESSOR UPDATE ON THE REVALUATION PROCESS**.

Mr. Gorman reported there were not a lot of changes from last month. He said they provided Finance with some grant list numbers. They are in the final stages to be sure everything is accurate before submitting the grand list to the State.

The Board of Assessment appeals end on March 20th.

Mr. Burnett asked if the number of meetings was in line with what was expected. Mr. Gorman said the percentage of meetings booked was about 4 – 4 ½% for residential and they were expecting around 4%. They expected the commercial appeals to be higher. Mr. Gorman said their goal was to be accurate and fair to the residents. He added that it is very difficult to mitigate commercial revaluation.

7. **RECEIVED OAK HILLS AUTHORITY MONTHLY FINANCIAL STATEMENTS FOR DECEMBER 2023 AND AUDITORS' REPORT FOR THE YEAR ENDED JUNE 30, 2023**.

This discussion was deferred to the March meeting. Mr. Burnett said they hope to have news about a possible vendor going into Oak Hills at that time.

** **MS. DUNN MOVED TO AUTHORIZE THE PURCHASING AGENT TO ISSUE A PURCHASE ORDER TO GOVCONNECTION, INC., IN AN AMOUNT NOT TO EXCEED $109,646.89 FOR PURCHASE 790 MICROSOFT OFFICE 365 ANNUAL LICENSES. GOVCONNECTION, INC. IS ON STATE OF CT CONTRACT -# NCPA 01-144 ACCOUNT NO. 011370-574C**

Ms. Liu reviewed the request and explained how the software would be used by the staff. Mr. Burnett noted the expiration date of February 29th and asked if moving the item to the Common Council for approval on February 27th would be enough time to enact the contract. Ms. Liu said it would be enough time as long as they have a purchase order.

**** MOTION PASSED UNANIMOUSLY TO MOVE THIS ITEM FORWARD TO THE FEBRUARY 27, 2024 MEETING OF THE COMMON COUNCIL**

9. **REVIEW RECOMMENDED FY 2025 OPERATING BUDGET**.

Mr. Burnett asked Mr. Dachowitz to walk the Committee through the operating budget.

Mr. Dachowitz shared his screen and presented the Mayor's recommended operating budget for FY 2024-2025. He reviewed the calendar and said the Common Council would received the budget cap on February 27th and will set the final budget no later than April 16th. The Board of Estimate and Taxation will set the final budget and tax levy in early May.

Mr. Dachowitz presented historical allocations of dollars. He said the City has in kind services performed on behalf of the Board of Education. The City's expenditures are consistently 40% and the Board of Education is 60%.

Mr. Dachowitz presented the covid and ARPA reimbursements. The total ARPA monies was $64,134,431 and the money has to be spent within two years.

Mr. Burnett asked if the debt service and pension plan numbers are set. Mr. Dachowitz explained the debt service is the amount due this year. The pension plan is funded how the actuaries say it should be funded. He noted that Norwalk wisely budgets for the full amount and the rating agencies view this very favorably. He said the rates have gone up. He said the only way they will come down is if they end up borrowing less than the amount that is maturing or if the interest rates come down.

A big challenge is the City has about $200 million of approved capital project that have not yet been bonded. They borrow based on cash flow needs while complying with IRS regulations.

Mr. Frayer asked if they cold be less conservative in funding the pension. Mr. Dachowitz said the Financial Advisory would be the best one to advise on this. Mr. Frayer asked Mr. Dachowitz if he had any idea how much surplus they will see at the end of the year. Mr. Dachowitz said they have not historically run a surplus. They did not have to draw down from the Rainy Day Fund because of staff vacancies. He said he has not heard anything about running a deficit in fy 2024.

Mr. Dachowitz reviewed the major budget drivers. He explained they plan to draw down $6,000 from the Rainy Day Fund, leaving a balance of $66,833,252. He said he is comfortable at 15% and said this is one of the pillars and they can highlight this when they go to the rating agencies.

Mr. Dachowitz said this is a fair and balanced budget that shows fiscal restraint.

Mr. Burnett said this is the initial pass of the Mayor's recommended operating budget. There could be potential change.

Mr. Frayer asked about the additional 18 head counts and if they were going to be filled. Mr. Burnett said he understood it was a total of 19. Mr. Burnett said he understood the total of 19 positions that were initially submitted were not included in this budget.

10. **ADJOURNMENT**

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

There was no further business, and the meeting was unanimously adjourned at 8:29 p.m.

Respectfully submitted,

Rosemarie Lombardi
Telesco Secretarial Services

CITY OF NORWALK
FINANCE & CLAIMS COMMITTEE
SPECIAL MEETING
VIA ZOOM TELECONFERENCE
FEBRUARY 22, 2024

ATTENDANCE: Greg Burnett, Chair; Heather Dunn, James Frayer, Johan Lopez, Melissa Murray, Douglas W. Sutton, DaJuan Wiggins (6:41pm)

STAFF: Chitsamay Lam, Tom Ellis

Call to Order

Mr. Barnett called the meeting to order at 6:31 pm.

Roll Call

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

Public Participation

Mr. Bryan Meek asked to speak. 11 Cranberry Woods Road, Norwalk. Commenting on the line item debt service in the budget. It's a 50% increase in the last 4 years. Concerning to him and the Norwalk High School project. Should hold off for a year.

No emails were received in regards to the special meeting.

Fiscal Year 2024-20325 Recommended Operating Budget and Cap Review; Discussion and Recommendation to the Common Council

Mr. Ellis presented a presentation about the Mayor's Recommended Operating Budget. The final numbers to the Grand List were received last week and were able to add the mil rates. Mr. Ellis presented the process/calendar. The reason for the meeting was the deadline on the 27th (Common Council sets Budget Cap). He showed the recommended budget. Now that they had the final numbers they went back and made as many adjustments as they could. The overall amount is 4.0%.

Mr. Frayer asked a question regarding the Public Works.

Mr. Barnett noticed a decrease in the employee benefits. It has been a good year, health insurance & workers compensation, so they thought they could increase that amount.

6:41pm DaJuan Wiggins joined the meeting.

Mr. Frayer asked about the possible employment openings. Mr. Ellis explained how the salaries work in the city and the budget.

There was discussion on the firefighter openings.

Mr. Lopez asked how the departments dealt with the budget and scrubbed as much as they can. Mr. Ellis said the budget is as lean as it can get. There are no new hire requests. The Mayor has been stating needs v. wants. Mr. Ellis feels this budget is only needs.

Ms. Murray asked about the grants.

Mr. Ellis explained in September there is a rollover process.

They can't do half year hires only full year salaries. Mr. Ellis explained they look at this year approved and last year requested.

The next slide presented was on the Revaluation. They should the median home value for each of the 6 districts in Norwalk. This is the first Revaluation since 2013. This is done every 5 years per statute. The Grand List went from $15 billion last year to $18 billion this year. The increase was on the Residential increase and commercial is almost flat. The mix would have been worse without the apartments. One of the big projects since 2018 was 123 Water Street. $333Million was apartments since 2018. Some of these apartments are still in abatement.

They wanted to highlight the value of the Revaluation and the mil rate. The mil rate came done 16% across all districts. This gave a flat budget (City & BOE) and a zero draw from the rainy day fund.

Right now we have 4% increase City, 4% increase BOE, Personal Property 27 mil, MV mil 32.46 (which is the state statue increase). This is because motor vehicle prices going down.

Mr. Burnett asked for a explanation of the median tax bill for anyone who was watching.

With regards to the rainy day fund there was conversations with the Bond Advisor. They were happy with 8 and it won't here the AAA rating. Norwalk has the highest in the state. Mr. Lopez wanted to know of any plan to pay back the fund. Mr. Frayer was asking about phasing in the Revaluation.

Mr. Ellis stated if it wasn't for the Revaluation the 4% increase would have been a lot worse.

It appears commercial is not paying it's share. The permit process can go up. They can get some money from Wegman's on October 1st and the High School and any other school projects.

The conclusion was:

Significant overall increase to median tax bills due to Revaluation and impact on Residential v. Commercial properties.

Phase in of Revaluations was reviewed, and the impact would have been larger.

Recommendation is best case scenario with many variables impacting the operating budget.

The next step is to present to the full council on Tuesday.

Mr. Burnett explained their job is to come up with a recommended budget cap for the expeditures for the City. A lot of the work has been done due to the Revaluation. Mr. Burnett read the Resolution. The maximum amount shall be $440,611,996.

****MADE A MOTION IN REGARDS TO THE RESOLUTION**

A roll call vote took place.

****THE MOTION PASSED (6 in favor, 1 opposed)**

This will now be passed on to the full council for a vote on Tuesday.

<u>Motion to Adjourn</u>

**** MOTION TO ADJOURN WAS MADE BY MS. MURRAY**
****MOTION PASSED UNANIMIOUSLY**

Meeting was adjourned at 7:28pm.

Respectfully submitted,

Raeann Bromark
Telesco Secretarial Services

AGENDA

CLAIMS COMMITTEE MEETING **MAR 14TH 2024**

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

PAY TO:	**BILL No & AMOUNT REFUNDED**	**REASON**

MOTOR VEHICLE

ACAR LEASING LTD	22-MV-300340 $948.53	PRORATION
AIRPLUS INC	22-MV-301245 $256.29	PRORATION
ARANA LEONARDO A	22-MV-302860 $106.09	PRORATION
BRIGHT GLASS LLC	22-MV-307465 $472.79	ASSESS PRICING ERROR
BUFITHIS JONATHAN J	21-MV-307915 $157.82+$21.31 INT	ABATEMENT
	22-MV-308142 $175.43+$15.79 INT	ABATEMENT
CAB EAST LLC	21-MV-308559 $325.15	PRORATION
	22-MV-308735 $615.13	PRORATION
CONTE MARIO S & ANNA	22-MV-314060 $31.32	ASSESSMENT CHANGE
CONTE MARIO S LANDSCAPING	22-MV-314063 $11.61	ASSESSMENT CHANGE
DAIMLER TRUST	21-MV-315498 $822.85	PRORATION
	22-MV-315912 $260.98	PRORATION
	22-MV-315953 $583.84	PRORATION
	22-MV-316032 $213.54	PRORATION
	22-MV-316039 $149.14	PRORATION
	22-MV-316014 $858.86	PRORATION
DEBARROS AUDREY MARTINS	22-MV-316827 $96.77	PRORATION
FERRER EMILIO	22-MV-404231 $60.78	DUPLICATE PAYMENT
FINANCIAL SER VEH TRUST	22-MV-323088 $199.93	PRORATION
FINANCIAL SER VEH TRUST	22-MV-SEE ATTACHED $3,027.62	PRORATION

GONZALEZ LEONOR B	22-MV-327455 $93.53+$9.83 INT	PRORATION
GUDINO MANUEL	22-MV-328623 $74.19	ASSESSMENT CHANGE
HONDA LEASE TRUST	22-MV-331401 $328.56	PRORATION
	22-MV-331904 $620.61	PRORATION
	22-MV-332061 $620.61	PRORATION
HYUNDAI LEASE TITLING TRUST	21-MV-332289 $94.84	PRORATION/ABATEMT
	22-MV-332888 $299.34	PRORATION/ABATEMT
	22-MV-333045 $515.04	PRORATION/ABATEMT
HYUNDAI LEASE TITLING	21-MV-332378 $537.44	PRORATION
	22-MV-333127 $388.64	PRORATION
	22-MV-333150 $501.73	PRORATION
	22-MV-332949 $162.42	PRORATION
	22-MV-333161 $439.27	PRORATION
JP MORGAN CHASE BANK	22-MV-335552 $523.06	PRORATION
	22-MV-335812 $477.69	PRORATION
	22-MV-335861 $195.14	PRORATION
	22-MV-406750 $40.19	PRORATION
LUCERO JAIME	22-MV-341381 $278.50+$29.24 INT	PRORATION
MADRID CARLOS E	22-MV-407927 $11.45	PRORATION
MARIN CASTRO JUAN E	22-MV-408084 $20.00	OVERPAYMENT
MARIO CONTE LANDSCAPING	22-MV-343017 $36.95	ASSESSMENT CHANGE
MILES SANDRA H	22-MV-408726 $123.55	OVERPAYMENT
MOORE DIANNE ELIZABETH	22-MV-347134 $516.08+$15.49 INT	PRORATION
NISSAN INFINITI LT LLC	22-MV-349788 $481.10	PRORATION
	22-MV-349815 $435.65	PRORATION
NISSAN INFINITI LT LLC	21-MV-409964 $263.66	PRORATION
NISSAN INFINITI LT LLC	22-MV-349667 $281.34	PRORATION
	22-MV-349776 $300.32	PRORATION
OKRENT BETTY F	22-MV-350916 $12.65	PRORATION

PADILLA-GUSMAN CESAR A	22-MV-352106 $374.69	PRORATION
PORSCHE LEASING	21-MV-353518 $1,045.99	PRORATION
RANDALL LAUREN E	22-MV-356481 $45.88	PRORATION
SHIPP LIONEL A	22-MV-362675 $107.49+$4.26 INT	PRORATION
SNIDER ROOSEVELT JR	22-MV-363843 $74.42	OVERPAYMENT
STAVER ROBIN	22-MV-364668 $636.00	PRORATION
STEELE THOMAS M	22-MV-364713 $465.96	PRORATION
STEVEN BURT SEAFOOD	22-MV-364865 $1,330.40	PRORATION
TOYOTA LEASE TRUST	22-MV-368566 $713.38	PRORATION
TOYOTA LEASE TRUST	22-MV-367886 $567.24	PRORATION
	22-MV-368463 $568.55	PRORATION
TOYOTA LEASE TRUST	22-MV-368742 $383.57	PRORATION
TOYOTA LEASE TRUST	22-MV-368504 $218.88	PRORATION
	22-MV-368574 $666.65	PRORATION
	22-MV-368657 $814.69	PRORATION
	22-MV-367875 $382.82	PRORATION
	22-MV-368078 $155.38	PRORATION
	22-MV-368692 $493.44	PRORATION
USB LEASING LT	22-MV-413208 $332.61	PRORATION
VAULT TRUST	22-MV-370954 $224.32	PRORATION
	22-MV-371048 $245.44	PRORATION
	22-MV-371085 $111.84	PRORATION
VAULT TRUST	22-MV-370865 $125.25	ASSESSMENT CORRECT
VW CREDIT LEASING LTD	22-MV-372863 $318.29	PRORATION
VW CREDIT LEASING LTD	22-MV-SEE ATTACHED $6,427.65	PRORATION
WARD JENNIFER L	22-MV-373218 $105.26	VETERAN EXEMPTION
ZHU HONG	22-MV-375618 $37.66+$1.12 INT	PRORATION

PERSONAL PROPERTY

LAMETTA & SONS INC

8 SMITH STREET 22-PP-201651 $170.90 PRORATION

REAL ESTATE

A/G CONN KOREAN MISSION CHURCH

29, 21 & 35 PULASKI STREET

5-47-84-0 21-RE-100649 $3,467.31

5-47-160-0 21-RE-100650 $2,479.86

5-47-85-0 21-RE-100651 $1,368.08 DUP/OVERPAYMENT

BELLANTONI THOMAS S & KAREN

24 SILWEN LANE

5-16-369-0 22-RE-102611 $4,476.02 OVERPAYMENT

CORELOGIC

100 SAN VINCENZO PL #3

2-75-138-3 22-RE-123795 $237.37 PRORATION/OVRPYMNT

CORELOGIC

47 SECOND STREET

3-51-19-0 22-RE-104429 $3,549.21 OVERPAYMENT

CORELOGIC

23 VICTORY CT

3-17-92-0 22-RE-102247 $3,674.35 OVERPAYMENT

CORELOGIC

6 ROLAND AVE

3-63-3-0 20-RE-120089 $4,619.83 DUP PAYMENT/OVERPAYMENT

CORELOGIC

2 WINTHROP AVE

5-5-148-0 22-RE-114461 $3,865.99 OVERPAYMENT

CORELOGIC

29 VAN BUREN AVE L4

1-19-12-L4 22-RE-114799 $1,359.66 OVERPAYMENT/PAID IN
ERROR

CURRAN JOHN P

9 HAMILTON AVE UNIT 1

2-48-52-1 21-RE-106522 $382.00

2-48-52-1 22-RE-106472 $396.00 SEWER ABATEMENT PER WPCA

DILEO NICHOLAS J & ALEXANDRA

81 WOLFPIT AVE #C6

5-16-10-C6 22-RE-107562 $2,819.79 DUP/OVERPAYMENT

DMR, LLC

CLARMORE DR G17 G52 G56

1-19-13C-G17 22-RE-107762 $66.21

1-19-13C-G52 22-RE-107763 $90.60

1-19-13C-G56 22-RE-107764 $90.60 OVERPAYMENT

HOME LOAN SERV		
71 AIKEN STREET, GARAGE UNIT 6/5		
5-21-382-6/5	22-RE-122556 $523.57	OVERPAYMENT
LAWLESS ROXANNE		
77 BLUFF AVE 74		
6-17A-13-74	22-RE-115165 $2,077.87	OVERPAID
RINALDI GINA		
15 OLD LANTERN PL		
5-13-227-0	22-RE-122213 $250.00	ELDERLY TAX CREDIT APPLIED

SPECIAL REQUEST

RYDER TRUCK RENTAL LT	22-MV-SEE ATTACHED $14,358.13	ASSESSMENT ERRORS
CCAP AUTO LEASE LTD	19-22-MV-SEE ATTACHED $17,708.04	OVERPAYMENT/PRTN
AIKEN PRESERVE LLC		
ARGENTO LN		
PARCELS-SEE ATTACHED	20-RE-SEE ATTACHED $27,188.38	COURT STIP SETTLEMT

ITEM #5

Inquiry Report NORWALK TAX COLLECTOR Interest Date : 01/08/2024 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
2022-03-0322866-00 322866 M045	FINANCIAL SER VEH TRUST 5550 BRITTON PKWY HILLIARD OH 43026	936TVN/5UXCR6C09L9B69355/2020/BMW/X5 XDRIV Bank - M045/DMV CIVLS: 105942-5727197-ON	1,165.00 -873.74 1,165.00	-873.74 0.00 0.00	-873.74 -873.74 0.00
2022-03-0322942-00 322942 M045	FINANCIAL SER VEH TRUST 5550 BRITTON PKWY HILLIARD OH 43026	AV18736/WBXHT3C57K5L90106/2019/BMW/X1 XDRIV Bank - M045/DMV CIVLS: 105942-5643796-ON	682.46 -568.48 682.46	-568.48 0.00 0.00	-568.48 -568.48 0.00
2022-03-0323004-00 323004 M045	FINANCIAL SER VEH TRUST 5550 BRITTON PKWY HILLIARD OH 43026	AV18755/WBAHF3C07LWW55964/2020/BMW/Z4 SDRIV Bank - M045/DMV CIVLS: 105942-5658104-ON	1,043.43 -869.19 1,043.43	-869.19 0.00 0.00	-869.19 -869.19 0.00
2022-03-0323006-00 323006 M045	FINANCIAL SER VEH TRUST 5550 BRITTON PKWY HILLIARD OH 43026	8AGNP4/WBXJG9C01L5P54423/2020/BMW/X1 XDRIV Bank - M045/DMV CIVLS: 105942-5694947-ON	708.60 -472.63 708.60	-472.63 0.00 0.00	-472.63 -472.63 0.00
2022-03-0323069-00 323069 M045	FINANCIAL SER VEH TRUST 5550 BRITTON PKWY HILLIARD OH 43026	AY38123/WMZYX1C06L3L87916/2020/MINI/COOPER S Bank - M045/DMV CIVLS: 105942-5837825-ON	731.51 -243.58 731.51	-243.58 0.00 0.00	-243.58 -243.58 0.00
# Of Acct (s) : 5			4,331.00 -3,027.62 4,331.00	-3,027.62 0.00 0.00	-3,027.62 -3,027.62 0.00

ITEM #5

Inquiry Report — NORWALK TAX COLLECTOR — Interest Date : 12/08/2023

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
2022-03-0372454-00 372454 M106	VW CREDIT INC 1401 FRANKLIN BLVD LIBERTYVILLE IL 60048	BA52082/WA1DECF39M1020070/2021/AUDI/Q3 PREMI LINK # 2022-MV-0010406 Bank - M106/DMV CIVLS: 115415-6072625-0N	844.03 -703.09 844.03	-703.09 0.00 0.00	-703.09 -703.09 0.00
2022-03-0372487-00 372487 M106	VW CREDIT LEASING LTD 1401 FRANKLIN BLVD LIBERTYVILLE IL 60048	508ZSC/3VVPX7B28NM010928/2022/VOLKS/TAOS SE Bank - M106/DMV CIVLS: 139869-6362348-0N	611.99 -321.27 581.40	-290.68 0.00 0.00	-290.68 -290.68 0.00
2022-03-0372541-00 372541 M106	VW CREDIT LEASING LTD 1401 FRANKLIN BLVD LIBERTYVILLE IL 60048	AE80894/WA1ANAFY8K2070419/2019/AUDI/Q5 PREMI Bank - M106/DMV CIVLS: 139869-5382351-0N	694.19 -578.26 694.19	-578.26 0.00 0.00	-578.26 -578.26 0.00
2022-03-0372584-00 372584 M106	VW CREDIT LEASING LTD 1401 FRANKLIN BLVD LIBERTYVILLE IL 60048	AP91440/WAUDNAF43KN019020/2019/AUDI/A4 PREMI Bank - M106/DMV CIVLS: 139869-5617869-0N	662.20 -551.60 662.20	-551.60 0.00 0.00	-551.60 -551.60 0.00
2022-03-0372608-00 372608 M106	VW CREDIT LEASING LTD 1401 FRANKLIN BLVD LIBERTYVILLE IL 60048	478RYH/1VWLA7A37KC000295/2019/VOLKS/PASSAT W Bank - M106/DMV CIVLS: 139869-5453171-0N	438.27 -219.12 438.27	-219.12 0.00 0.00	-219.12 -219.12 0.00
2022-03-0372610-00 372610 M106	VW CREDIT LEASING LTD 1401 FRANKLIN BLVD LIBERTYVILLE IL 60048	AV42308/WA1BNAFY0K2129385/2019/AUDI/Q5 PREMI Bank - M106/DMV CIVLS: 139869-5530637-0N	782.70 -652.00 782.70	-652.00 0.00 0.00	-652.00 -652.00 0.00
2022-03-0372650-00 372650 M106	VW CREDIT LEASING LTD 1401 FRANKLIN BLVD LIBERTYVILLE IL 60048	BC99327/1V2RR2CA2MC592680/2021/VOLKS/ATLAS SE Bank - M106/DMV CIVLS: 139869-6324352-0N	856.82 -214.21 856.82	-214.21 0.00 0.00	-214.21 -214.21 0.00
2022-03-0372661-00 372661 M106	VW CREDIT LEASING LTD 1401 FRANKLIN BLVD LIBERTYVILLE IL 60048	AH62639/WA1AECF38L1041137/2020/AUDI/Q3 PREMI Bank - M106/DMV CIVLS: 139869-5761669-0N	763.50 -445.12 763.50	-445.12 0.00 0.00	-445.12 -445.12 0.00
2022-03-0372668-00 372668 M106	VW CREDIT LEASING LTD 1401 FRANKLIN BLVD LIBERTYVILLE IL 60048	AV18333/3VV2B7AX1KM185068/2019/VOLKS/TIGUAN S Bank - M106/DMV CIVLS: 139869-5571034-0N	545.97 -409.48 545.97	-409.48 0.00 0.00	-409.48 -409.48 0.00
2022-03-0372694-00 372694 M106	VW CREDIT LEASING LTD 1401 FRANKLIN BLVD LIBERTYVILLE IL 60048	BD31964/3VV2B7AX3MM112318/2021/VOLKS/TIGUAN S Bank - M106/DMV CIVLS: 139869-6321984-0N	668.08 -334.04 668.08	-334.04 0.00 0.00	-334.04 -334.04 0.00
2022-03-0372727-00 372727 M106	VW CREDIT LEASING LTD 1401 FRANKLIN BLVD LIBERTYVILLE IL 60048	C234651/3VV2B7AX8LM007210/2020/VOLKS/TIGUAN S Bank - M106/DMV CIVLS: 139869-5757899-0N	584.91 -438.67 584.91	-438.67 0.00 0.00	-438.67 -438.67 0.00
2022-03-0372796-00 372796 M106	VW CREDIT LEASING LTD 1401 FRANKLIN BLVD LIBERTYVILLE IL 60048	AY87346/WAUL2AF21LN071766/2020/AUDI/A6 PREMI Bank - M106/DMV CIVLS: 139869-5943362-0N	1,072.74 -536.37 1,072.74	-536.37 0.00 0.00	-536.37 -536.37 0.00
2022-03-0372808-00	VW CREDIT LEASING LTD	AV08384/WA1EECF39K1075006/2019/AUDI/Q3 PREMI	767.25	-575.43	-575.43

ITEM #5

372808	1401 FRANKLIN BLVD		-575.43	0.00	-575.43
M106	LIBERTYVILLE IL 60048	Bank - M106/DMV CIVLS: 139869-5512801-ON	767.25	0.00	0.00
2022-03-0372830-00	VW CREDIT LEASING LTD	AW24623/WA1LAAF77KD014892/2019/AUDI/Q7 PREMI			
			959.19	-479.58	-479.58
372830	1401 FRANKLIN BLVD		-479.58	0.00	-479.58
M106	LIBERTYVILLE IL 60048	Bank - M106/DMV CIVLS: 139869-5649962-ON	959.19	0.00	0.00
# Of Acct (s) : 14			10,251.84	-6,427.65	-6,427.65
			-6,458.24	0.00	-6,427.65
			10,221.25	0.00	0.00

ITEM #5

Inquiry Report — NORWALK TAX COLLECTOR — Interest Date : 12/21/2023

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
2022-03-0359921-00 359921 M M081	RYDER TRUCK RENTAL LT 99 MURPHY RD HARTFORD CT 61142-0104	AB16394/4UZAARDU3GCHN6268/2016/FREIG/M LINE W Bank - M081/DMV CIVLS: 139872-3866413-0N	1,829.82 -583.02 1,381.01	-134.21 0.00 0.00	-134.21 -134.21 0.00
2022-03-0359923-00 359923 M M081	RYDER TRUCK RENTAL LT 99 MURPHY RD HARTFORD CT 61142-0104	AB00274/4UZAARDU4GCHL1167/2016/FREIG/M LINE W Bank - M081/DMV CIVLS: 139872-3712195-0N	1,803.34 -729.87 1,803.34	-729.87 0.00 0.00	-729.87 -729.87 0.00
2022-03-0359925-00 359925 M M081	RYDER TRUCK RENTAL LT 99 MURPHY RD HARTFORD CT 61142-0104	AB05721/4UZAARDU2HCHX8506/2017/FREIG/M LINE W Bank - M081/DMV CIVLS: 139872-4132171-0N	1,850.84 -213.97 1,850.84	-213.97 0.00 0.00	-213.97 -213.97 0.00
2022-03-0359928-00 359928 M M072	RYDER TRUCK RENTAL LT 99 MURPHY RD HARTFORD CT 61142-0104	61631A/3ALACXFC7JDJK1577/2018/FRHT/M210 Bank - M072/DMV CIVLS: 0-0-0N	15,074.92 -13,280.08 15,074.92	-13,280.08 0.00 0.00	-13,280.08 -13,280.08 0.00
# Of Acct (s) : 4			20,558.92 -14,806.94 20,110.11	-14,358.13 0.00 0.00	-14,358.13 -14,358.13 0.00

Refund Request
Emailed
12/21/23

ITEM #5

Interest Date : 02/01/2024

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
2019-04-0401940-00 401940 1	CCAP AUTO LEASE LTD 1601 ELM ST STE 800 DALLAS TX 75201-7260	AU73045/1C4RJFAG3LC121966/2020/JEEP/GRAND CH /DMV CIVLS: 140270-5647208-N	669.85 -669.85 669.85	-669.85 0.00 0.00	-669.85 -669.85 0.00
2020-03-0311113-00 311113 1	CCAP AUTO LEASE LTD 1601 ELM ST STE 800 DALLAS TX 75201-7260	AU73045/1C4RJFAG3LC121966/2020/JEEP/GRAND CH /DMV CIVLS: 140270-5647208-N	749.12 -749.12 749.12	-749.12 0.00 0.00	-749.12 -749.12 0.00
2020-03-0800611-00 800611 1	CCAP AUTO LEASE LTD 1601 ELM ST STE 800 DALLAS TX 75201-7260	AP80389/1C4HJXDG1JW162461/2018/JEEP/WRANGLER /DMV CIVLS: 140270-5055694-Y	0.00 656.62 691.17	-34.55 0.00 0.00	-34.55 -34.55 0.00
2020-03-0800630-00 800630 1	CCAP AUTO LEASE LTD 1601 ELM ST STE 800 DALLAS TX 75201-7260	C153518/1C6SRFFT0KN550072/2019/RAM/1500 BIG /DMV CIVLS: 140270-5112658-Y	0.00 891.46 936.58	-45.12 0.00 0.00	-45.12 -45.12 0.00
2021-03-0310909-00 310909 1	CCAP AUTO LEASE LTD 1601 ELM ST DALLAS TX 75201	AS00691/1C4RJFCG4JC427360/2018/JEEP/GRAND CH /DMV CIVLS: 140270-5167364-Y	872.27 -581.80 872.27	-581.80 0.00 0.00	-581.80 -581.80 0.00
2021-03-0311000-00 311000 1	CCAP AUTO LEASE LTD 1601 ELM ST DALLAS TX 75201	AV16683/1C4RDJDG0KC836594/2019/DODGE/DURANGO /DMV CIVLS: 140270-5542506-0Y	819.50 -68.03 819.50	-68.03 0.00 0.00	-68.03 -68.03 0.00
2021-03-0311030-00 311030 1	CCAP AUTO LEASE LTD 1601 ELM ST DALLAS TX 75201	AN27467/1C4HJXEG9JW190300/2018/JEEP/WRANGLER /DMV CIVLS: 140270-4908885-Y	946.40 -867.86 946.40	-867.86 0.00 0.00	-867.86 -867.86 0.00
2021-03-0311075-00 311075 1	CCAP AUTO LEASE LTD 1601 ELM ST DALLAS TX 75201	C125883/1C6SRFJT1KN821521/2019/RAM/1500 LAR /DMV CIVLS: 140270-5361140-Y	1,075.42 -537.71 1,075.42	-537.71 0.00 0.00	-537.71 -537.71 0.00
2021-03-0311090-00 311090 1	CCAP AUTO LEASE LTD 1601 ELM ST DALLAS TX 75201	AA98662/3C4NJDCBXJT400255/2018/JEEP/COMPASS /DMV CIVLS: 140270-5058227-Y	569.43 -569.43 569.43	-569.43 0.00 0.00	-569.43 -569.43 0.00
2021-03-0311127-00 311127 1	CCAP AUTO LEASE LTD 1601 ELM ST DALLAS TX 75201	AP805[illegible]5/1C4HJXFGXJW259073/2018/JEEP/WRANGLER /DMV CIVLS: 140270-5095511-Y	1,075.42 -895.82 1,075.42	-895.82 0.00 0.00	-895.82 -895.82 0.00
2021-03-0311282-00 311282 1	CCAP AUTO LEASE LTD 1601 ELM ST DALLAS TX 75201	AP80418/1C4HJXEG3JW280428/2018/JEEP/WRANGLER /DMV CIVLS: 140270-5062146-0Y	946.40 -946.40 946.40	-946.40 0.00 0.00	-946.40 -946.40 0.00
2021-04-0402270-00 402270 1	CCAP AUTO LEASE LTD 1601 ELM ST DALLAS TX 07520-0001	BE13985/1C4RJFBG2MC863291/2021/JEEP/GRAND CH /DMV CIVLS: 140270-6508288-N	977.23 -407.56 977.23	-407.56 0.00 0.00	-407.56 -407.56 0.00
2022-03-0311121-00 311121 M016	CCAP AUTO LEASE LTD 1601 ELM ST DALLAS TX 75201	AW70375/1C4RJFBG6LC225947/2020/JEEP/GRAND CH Bank - M016/DMV CIVLS: 140270-5747132-0N	787.51 -722.16 787.51	-722.16 0.00 0.00	-722.16 -722.16 0.00

ITEM #5

2022-03-0311134-00 311134 M016	CCAP AUTO LEASE LTD 1601 ELM ST DALLAS TX 75201	AS49335/1C4RJFBG6KC593043/2019/JEEP/GRAND CH Bank - M016/DMV CIVLS: 140270-5247540-ON	735.26 -674.23 735.26	-674.23 0.00 0.00	-674.23 -674.23 0.00
2022-03-0311188-00 311188 M016	CCAP AUTO LEASE LTD 1601 ELM ST DALLAS TX 75201	AH04972/1C4RJFAG3LC244022/2020/JEEP/GRAND CH Bank - M016/DMV CIVLS: 140270-5694488-ON	703.79 -175.95 703.79	-175.95 0.00 0.00	-175.95 -175.95 0.00
2022-03-0311252-00 311252 M016	CCAP AUTO LEASE LTD 1601 ELM ST DALLAS TX 75201	AG48974/1C4RJFAGXLC201331/2020/JEEP/GRAND CH Bank - M016/DMV CIVLS: 140270-5727142-ON	703.79 -586.25 703.79	-586.25 0.00 0.00	-586.25 -586.25 0.00
2022-03-0311254-00 311254 M016	CCAP AUTO LEASE LTD 1601 ELM ST DALLAS TX 75201	AW70355/1C4RJFLG8LC239928/2020/JEEP/GRAND CH Bank - M016/DMV CIVLS: 140270-5741425-ON	852.01 -283.71 852.01	-283.71 0.00 0.00	-283.71 -283.71 0.00
2022-03-0311255-00 311255 M016	CCAP AUTO LEASE LTD 1601 ELM ST DALLAS TX 75201	AW70388/1C4RJFBG9LC134865/2020/JEEP/GRAND CH Bank - M016/DMV CIVLS: 140270-5761634-ON	787.51 -196.88 787.51	-196.88 0.00 0.00	-196.88 -196.88 0.00
2022-03-0311290-00 311290 M016	CCAP AUTO LEASE LTD 1601 ELM ST DALLAS TX 75201	C186461/1C6RR7FG9KS620273/2019/RAM/1500 CLA Bank - M016/DMV CIVLS: 140270-5369702-ON	624.36 -468.28 624.36	-468.28 0.00 0.00	-468.28 -468.28 0.00
2022-03-0311349-00 311349 M016	CCAP AUTO LEASE LTD 1601 ELM ST DALLAS TX 75201	AV62126/1C4RJFBG1KC801328/2019/JEEP/GRAND CH Bank - M016/DMV CIVLS: 140270-5580522-ON	735.26 -674.23 735.26	-674.23 0.00 0.00	-674.23 -674.23 0.00
2022-03-0311359-00 311359 M016	CCAP AUTO LEASE LTD 1601 ELM ST DALLAS TX 75201	AP80418/1C4HJXEG3JW280428/2018/JEEP/WRANGLER Bank - M016/DMV CIVLS: 140270-5062146-ON	800.83 -800.83 800.83	-800.83 0.00 0.00	-800.83 -800.83 0.00
2022-03-0311432-00 311432 M016	CCAP AUTO LEASE LTD 1601 ELM ST DALLAS TX 75201	AY18654/1C4RJFAG2LC305697/2020/JEEP/GRAND CH Bank - M016/DMV CIVLS: 140270-5809191-ON	703.79 -234.35 703.79	-234.35 0.00 0.00	-234.35 -234.35 0.00
2022-03-0311440-00 311440 M016	CCAP AUTO LEASE LTD 1601 ELM ST DALLAS TX 75201	AU46633/1C4RJFAG5KC577711/2019/JEEP/GRAND CH Bank - M016/DMV CIVLS: 140270-5484368-ON	657.93 -493.44 657.93	-493.44 0.00 0.00	-493.44 -493.44 0.00
2022-03-0311472-00 311472 M016	CCAP AUTO LEASE LTD 1601 ELM ST DALLAS TX 75201	AV62985/3C4NJDBB4KT836022/2019/JEEP/COMPASS Bank - M016/DMV CIVLS: 140270-5581209-ON	527.32 -307.44 527.32	-307.44 0.00 0.00	-307.44 -307.44 0.00
2022-03-0311520-00 311520 M016	CCAP AUTO LEASE LTD 1601 ELM ST DALLAS TX 75201	AS89313/1C4RJFBG6KC547700/2019/JEEP/GRAND CH Bank - M016/DMV CIVLS: 140270-5277709-ON	735.26 -674.23 735.26	-674.23 0.00 0.00	-674.23 -674.23 0.00
2022-03-0311529-00 311529 M016	CCAP AUTO LEASE LTD 1601 ELM ST DALLAS TX 75201	BD86628/1C4RJFBT9LC112054/2020/JEEP/GRAND CH Bank - M016/DMV CIVLS: 140270-5727137-ON	829.10 -690.63 829.10	-690.63 0.00 0.00	-690.63 -690.63 0.00
2022-03-0311533-00 311533 M016	CCAP AUTO LEASE LTD 1601 ELM ST DALLAS TX 75201	AW69579/1C4HJXCN5LW229372/2020/JEEP/WRANGLER Bank - M016/DMV CIVLS: 140270-5695689-ON	1,024.24 -341.08 1,024.24	-341.08 0.00 0.00	-341.08 -341.08 0.00

2022-03-0311545-00 311545 M016	CCAP AUTO LEASE LTD 1601 ELM ST DALLAS TX 75201	AE86210/3C4NJDBB0KT674793/2019/JEEP/COMPASS Bank - M016/DMV CIVLS: 140270-5367007-ON	527.32 -483.54 527.32	-483.54 0.00 0.00	-483.54 -483.54 0.00
2022-03-0311563-00 311563 M016	CCAP AUTO LEASE LTD 1601 ELM ST DALLAS TX 75201	AX22691/ZARFANBN5L7637075/2020/ALFA/GIULIA T Bank - M016/DMV CIVLS: 140270-5992622-ON	748.57 -686.45 748.57	-686.45 0.00 0.00	-686.45 -686.45 0.00
2022-03-0311594-00 311594 M016	CCAP AUTO LEASE LTD 1601 ELM ST DALLAS TX 75201	AV16683/1C4RDJDG0KC836594/2019/DODGE/DURANGO Bank - M016/DMV CIVLS: 140270-5542506-ON	732.58 -732.58 732.58	-732.58 0.00 0.00	-732.58 -732.58 0.00

Of Acct (s) : 30

ITEM #5

Inquiry Report Bill# Unique_id Dist	NORWALK TAX COLLECTOR Name Address City/State/Zip	Interest Date : 02/06/2024 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
2022-03-0311127-00 311127 M016	CCAP AUTO LEASE LTD 1601 ELM ST DALLAS TX 75201	/1C4RDJDG0LC142389/2020/DODGE/DURANGO Bank - M016	774.71 -451.67 774.71	-451.67 0.00 0.00	-451.67 -451.67 0.00
2022-03-0311240-00 311240 M016	CCAP AUTO LEASE LTD 1601 ELM ST DALLAS TX 75201	/1C4PJMDX4KD391708/2019/JEEP/CHEROKEE Bank - M016	588.62 -392.60 588.62	-392.60 0.00 0.00	-392.60 -392.60 0.00
2022-03-0311253-00 311253 M016	CCAP AUTO LEASE LTD 1601 ELM ST DALLAS TX 75201	/1C4RJFCG0LC136678/2020/JEEP/GRAND CH Bank - M016	917.06 -458.53 917.06	-458.53 0.00 0.00	-458.53 -458.53 0.00
2022-03-0311288-00 311288 M016	CCAP AUTO LEASE LTD 1601 ELM ST DALLAS TX 75201	/1C4RJFAG1MC506590/2021/JEEP/GRAND CH Bank - M016	795.49 -264.91 795.49	-264.91 0.00 0.00	-264.91 -264.91 0.00
2022-03-0311403-00 311403 M016	CCAP AUTO LEASE LTD 1601 ELM ST DALLAS TX 75201	/3C4NJDCB1KT697806/2019/JEEP/COMPASS Bank - M016	556.11 -278.04 556.11	-278.04 0.00 0.00	-278.04 -278.04 0.00
2022-03-0311546-00 311546 M016	CCAP AUTO LEASE LTD 1601 ELM ST DALLAS TX 75201	/1C4HJXDG7KW557763/2019/JEEP/WRANGLER Bank - M016	789.10 -262.78 789.10	-262.78 0.00 0.00	-262.78 -262.78 0.00

 # Of Acct (s) : 6

Total
$17,708.04

ITEM #5

Inquiry Report — NORWALK TAX COLLECTOR — Interest Date : 02/05/2024 — 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
2020-01-0100929-00 5-21-407-0 4	AIKEN PRESERVE LLC 31 COGSWELL LN STAMFORD CT 06902	73 AIKEN ST 5-21-407-0	83,218.30 -75,175.74 8,042.56	0.00 0.00 0.00	0.00 0.00 0.00
2020-01-0600007-01 5-21-407-1 4	BROOKS JAMES 31 COGSWELL LN STAMFORD CT 06902 BROOKS JAMES	1 ARGENTO LN 5-21-407-1	0.00 2,823.27 4,422.58	-1,599.31 0.00 0.00	-1,599.31 -1,599.31 0.00
2020-01-0600016-00 5-21-407-10 4	AIKEN PRESERVE LLC 31 COGSWELL LN STAMFORD CT 06902	10 ARGENTO LN 5-21-407-10	0.00 2,822.52 4,421.84	-1,599.32 0.00 0.00	-1,599.32 -1,599.32 0.00
2020-01-0600017-01 5-21-407-11 4 059	RUNYON LISA A 31 COGSWELL LN STAMFORD CT 06902 RUNYON LISA A	11 ARGENTO LN 5-21-407-11 Bank - 059	0.00 2,822.52 4,421.84	-1,599.32 0.00 0.00	-1,599.32 -1,599.32 0.00
2020-01-0600018-01 5-21-407-12 4 190	QIN ZHUXIANG 31 COGSWELL LN STAMFORD CT 06902 QIN ZHUXIANG	12 ARGENTO LN 5-21-407-12 Bank - 190	0.00 2,822.52 4,421.84	-1,599.32 0.00 0.00	-1,599.32 -1,599.32 0.00
2020-01-0600019-01 5-21-407-13 4 004	VAIRO JOSEPH A & 31 COGSWELL LN STAMFORD CT 06902 VAIRO JOSEPH A &	13 ARGENTO LN 5-21-407-13 Lien-Released/Bank - 004	0.00 2,823.27 4,422.58	-1,599.31 0.00 0.00	-1,599.31 -1,599.31 0.00
2020-01-0600020-01 5-21-407-14 4 067	WEISER-MIN SABRINA & 31 COGSWELL LN STAMFORD CT 06902 WEISER-MIN SABRINA &	14 ARGENTO LN 5-21-407-14 Bank - 067	0.00 2,822.52 4,421.84	-1,599.32 0.00 0.00	-1,599.32 -1,599.32 0.00
2020-01-0600021-01 5-21-407-15 4	CASTELLANI LAWRENCE P JR & 31 COGSWELL LN STAMFORD CT 06902 CASTELLANI LAWRENCE P JR &	15 ARGENTO LN 5-21-407-15	0.00 2,822.52 4,421.84	-1,599.32 0.00 0.00	-1,599.32 -1,599.32 0.00
2020-01-0600022-01 5-21-407-16 4	CAO QING YUE TRUSTEE 31 COGSWELL LN STAMFORD CT 06902 CAO QING YUE TRUSTEE	16 ARGENTO LN 5-21-407-16	0.00 2,822.52 4,421.84	-1,599.32 0.00 0.00	-1,599.32 -1,599.32 0.00
2020-01-0600023-01 5-21-407-17 4	LOFFREDO PAUL & 31 COGSWELL LN STAMFORD CT 06902 LOFFREDO PAUL &	17 ARGENTO LN 5-21-407-17	0.00 2,822.52 4,421.84	-1,599.32 0.00 0.00	-1,599.32 -1,599.32 0.00
2020-01-0600008-01 5-21-407-2 4	LEBOUS LLC 31 COGSWELL LN STAMFORD CT 06902 LEBOUS LLC	2 ARGENTO LN 5-21-407-2	0.00 2,823.27 4,422.58	-1,599.31 0.00 0.00	-1,599.31 -1,599.31 0.00
2020-01-0600009-01 5-21-407-3 4 059	AMENDOLA LISA 31 COGSWELL LN STAMFORD CT 06902 AMENDOLA LISA	3 ARGENTO LN 5-21-407-3 Bank - 059	0.00 2,822.52 4,421.84	-1,599.32 0.00 0.00	-1,599.32 -1,599.32 0.00
2020-01-0600010-01 5-21-407-4 4 582	HILL GADI 31 COGSWELL LN STAMFORD CT 06902	4 ARGENTO LN 5-21-407-4 Bank - 582	0.00 2,823.27 4,422.58	-1,599.31 0.00 0.00	-1,599.31 -1,599.31 0.00

	HILL GADI				
2020-01-0600011-01 5-21-407-5 4	SCP 2001A-CSF-7 LLC 31 COGSWELL LN STAMFORD CT 06902 SCP 2001A-CSF-7 LLC	5 ARGENTO LN 5-21-407-5	0.00 2,822.52 4,421.84	-1,599.32 0.00 0.00	-1,599.32 -1,599.32 0.00
2020-01-0600012-00 5-21-407-6 4	AIKEN PRESERVE LLC 31 COGSWELL LN STAMFORD CT 06902	6 ARGENTO LN 5-21-407-6	0.00 2,822.52 4,421.84	-1,599.32 0.00 0.00	-1,599.32 -1,599.32 0.00
2020-01-0600013-00 5-21-407-7 4	AIKEN PRESERVE LLC 31 COGSWELL LN STAMFORD CT 06902	7 ARGENTO LN 5-21-407-7	0.00 2,823.27 4,422.58	-1,599.31 0.00 0.00	-1,599.31 -1,599.31 0.00
2020-01-0600014-01 5-21-407-8 4	SHUKOVSKY EDWARD S 31 COGSWELL LN STAMFORD CT 06902 SHUKOVSKY EDWARD S	8 ARGENTO LN 5-21-407-8	0.00 2,823.27 4,422.58	-1,599.31 0.00 0.00	-1,599.31 -1,599.31 0.00
2020-01-0600015-01 5-21-407-9 4	BULTER WILLIAM JOSEPH 31 COGSWELL LN STAMFORD CT 06902 BULTER WILLIAM JOSEPH	9 ARGENTO LN 5-21-407-9	0.00 2,822.52 4,421.84	-1,599.32 0.00 0.00	-1,599.32 -1,599.32 0.00
# Of Acct (s) : 18			83,218.30 -27,188.40 83,218.28	-27,188.38 0.00 0.00	-27,188.38 -27,188.38 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: March 11, 2024
Re: Tax Collector's Narrative: February 2024 End of Month report

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.

TAX COLLECTOR'S REPORT
FEBRUARY 2024

ITEM #7

FISCAL YEAR 2023-2024 (2022 GRAND LIST)	ORIGINAL LEVY	ADJ. TAX COLLECTIONS JUN 23 - FEB 24	COLLECTION %	CORRECTED LEVY*	CHANGE IN LEVY	COLLECTION %
AUTOMOBILE-REGULAR	$30,725,059.50	$25,866,950.20	84.19%	$29,485,458.48	($1,239,601.02)	87.73%
AUTOMOBILE-SUPPLEMENTAL	$4,210,689.03	$3,102,047.95	73.67%	$4,205,173.52	($5,515.51)	73.77%
PERSONAL PROPERTY	$22,422,652.30	$21,206,570.72	94.58%	$22,223,561.27	($199,091.03)	95.42%
REAL ESTATE	$325,927,765.40	$317,650,475.27	97.46%	$323,506,625.23	($2,421,140.17)	98.19%
TOTAL TAX	**$383,286,166.23**	**$367,826,044.14**	**95.97%**	**$379,420,818.50**	**($3,865,347.73)**	**96.94%**
SEWER USE	$18,240,059.00	$18,049,518.14	98.96%	$18,425,678.00	$185,619.00	97.96%
IPP FEE	$199,250.00	$166,699.09	83.66%	$198,749.84	($500.16)	83.87%

FISCAL YEAR 2022-2023 (2021 GRAND LIST)	ORIGINAL LEVY	JUN 22 - FEB 23				
AUTOMOBILE-REGULAR	$27,605,498.25	$24,572,468.53	89.01%	$27,174,527.99	($430,970.26)	90.42%
AUTOMOBILE-SUPPLEMENTAL	$4,572,442.02	$852,795.95	18.65%	$4,496,691.36	($75,750.66)	18.96%
PERSONAL PROPERTY	$26,217,238.98	$21,017,412.25	80.17%	$21,813,290.62	($4,403,948.36)	96.35%
REAL ESTATE	$315,360,461.09	$306,349,375.95	97.14%	$311,949,460.24	($3,411,000.85)	98.20%
TOTAL TAX	**$373,755,640.34**	**$352,792,052.68**	**94.39%**	**$365,433,970.21**	**($8,321,670.13)**	**96.54%**
SEWER USE	$17,981,973.00	$17,121,495.48	95.21%	$17,608,320.33	($373,652.67)	97.24%
IPP FEE	$190,750.00	$162,252.49	85.06%	$193,000.00	$2,250.00	84.07%

TAX DIFFERENCE 2022 G.L. vs. 2021 G.L. INCREASE/(DECREASE)	$9,530,525.89	$15,033,991.46	1.58%	$13,986,848.29	$4,456,322.40	0.40%
SEWER DIFFERENCE 2022 G.L. vs. 2021 G.L. INCREASE/(DECREASE)	$258,086.00	$928,022.66	3.74%	$817,357.67	$559,271.67	0.72%
IPP DIFFERENCE 2022 G.L. vs. 2021 G.L. INCREASE/(DECREASE)	$8,500.00	$4,446.60	-1.40%	$5,749.84	($2,750.16)	-0.19%

BACK TAXES COLLECTED	FISCAL YR 2023-2024 (JUL 23 - FEB 24)	FISCAL YR 2022-2023 (JUL 22 - FEB 23)	CUR YR vs.PRIOR YR INC/(DEC)
PRIOR TAXES	$384,533.08	($1,098,505.55)	$1,483,038.63
PRIOR SEWER USE FEE	$147,727.79	$110,314.82	$37,412.97
PRIOR IPP FEE	$8,269.09	$2,950.82	$5,318.27
TOTAL PRIOR TAX, SEWER & IPP	**$540,529.96**	**($985,239.91)**	**$1,525,769.87**
CURRENT INTEREST	$625,557.09	$612,808.45	$12,748.64
PRIOR INTEREST	$900,784.06	$765,101.17	$135,682.89
SEWER USE FEE INTEREST	$55,603.17	$59,979.15	($4,375.98)
IPP FEE INTEREST	$4,382.24	$2,968.47	$1,413.77
TOTAL INTEREST COLLECTED	**$1,586,326.56**	**$1,440,857.24**	**$145,469.32**
PRIOR LIEN FEE	$9,167.87	$8,047.51	$1,120.36
CURRENT LIEN FEE	$0.00	$0.00	$0.00
TOTAL LIEN FEE COLLECTED	**$9,167.87**	**$8,047.51**	**$1,120.36**
MISC FEES COLLECTED**	**$78,039.81**	**$96,791.21**	**($18,751.40)**
TOTAL PRIOR TAX, ALL INTEREST & ALL FEES	**$2,214,064.20**	**$560,456.05**	**$1,653,608.15**

* CORRECTED LEVY INCLUDING CERTIFICATES OF CORRECTION & SUSPENSE TRANSFERS

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

Oak Hills Park Authority

Financial Statements
and Supplementary Information
With Independent Auditors' Report
For The Year Ended June 30, 2023

Oak Hills Park Authority

Table of Contents

PKF O'CONNOR DAVIES
ACCOUNTANTS AND ADVISORS

Independent Auditors' Report

Board of Directors
Oak Hills Park Authority

Report on the Audit of the Financial Statements

Opinion

We have audited the accompanying financial statements of Oak Hills Park Authority (the "Authority") as of and for the year ended June 30, 2023, and the related notes to the financial statements, which collectively comprise the Authority's financial statements as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the Authority as of June 30, 2023, and the respective changes in its financial position and cash flows, thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinion

We conducted our audit in accordance with auditing standards generally accepted in the United States of America ("GAAS"). Our responsibilities under those standards are further described in the Auditors' Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Authority, and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America; and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Authority's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditors' Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Authority's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgement, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Authority's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis on pages 4 through 7 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of the financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

To the Board of Directors
Oak Hills Park Authority

Other Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Authority's basic financial statements. The supplementary schedules on pages 20 and 21 are presented for purposes of additional analysis and are not a required part of the basic financial statements. The supplementary schedules are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the supplementary schedules are fairly stated in all material respects in relation to the basic financial statements as a whole.

PKF O'Connor Davies, LLP

January 15, 2024
Stamford, Connecticut

Management's Discussion and Analysis
For the Year Ended June 30, 2023

Within this section of the Oak Hills Park Authority (the "Authority") annual financial report, the Authority's management provides narrative discussion and analysis of the financial condition and activities of the Authority as of and for the year ended June 30, 2023. The Authority's financial performance is discussed and analyzed within the context of the accompanying financial statements and disclosures following this section. This information should be read in conjunction with the audited financial statements and accompanying notes to the financial statements which follow this section.

Financial Highlights

- The assets of the Authority exceeded its liabilities and deferred inflows of resources at the close of the most recent fiscal year by $36,163.
- The Authority's total net position increased by $343,772. The increase is due to revenue generation exceeding expenses in the current year.
- The Authority's debt and capital leases decreased by $74,296 during the current fiscal year due to scheduled principal payments on the City of Norwalk, CT ("City") debt and commercial financing arrangements.

Overview of the Basic Financial Statements

Management's discussion and analysis introduces the Authority's financial statements which include the statement of net position, the statement of revenues, expenses and change in net position, the statement of cash flows, notes to the financial statements and information to supplement the financial statements.

The statement of net position presents information that includes the Authority's assets and liabilities and deferred inflows of resources, with the difference reported as net position. Over time, increases and decreases in net position may serve as a useful indicator whether the financial position of the Authority is improving or deteriorating. Evaluation of the overall economic health of the Authority would extend to other nonfinancial factors in addition to the financial information provided in this report.

The statement of revenues, expenses and change in net position reports how the Authority's net position changed during the current fiscal year. An important purpose of the design of the statement of revenues, expenses and change in net position is to show the financial reliance of the Authority's distinct activities or functions on revenue provided by the users of the park.

The accompanying notes to the financial statements provide information essential to a full understanding of the Authority's financial statements. The notes to financial statements begin immediately following the financial statements.

In addition to the financial statements and accompanying notes, this report also presents certain supplementary information concerning the Authority's expenses for personnel, administrative and park maintenance expenses. Supplementary information follows the notes to financial statements.

Management's Discussion and Analysis
For the Year Ended June 30, 2023 *(Continued)*

Financial Analysis

As year-to-year financial information is accumulated on a consistent basis, changes in net position may be observed and used to discuss the changing financial position of the Authority.

The following provides a summary of the Authority's net position at June 30:

	2023	2022
Current Assets	$ 865,214	$ 553,324
Lease Receivable, less current portion	64,501	110,167
Capital Assets, net	1,748,528	1,796,789
Total Assets	$ 2,678,243	$ 2,460,280
Current Liabilties	556,272	537,233
Long-term Liabilities	1,975,641	2,077,156
Total Liabilities	$ 2,531,913	$ 2,614,389
Deferred Inflow of Resources - Lease	$ 110,167	$ 153,500
Net Position		
Net Investment in Capital Assets	(495,282)	(521,317)
Unrestricted	531,445	213,708
Total Net Position	$ 36,163	$ (307,609)

The following provides a summary of revenues, operating expenses, nonoperating expenses and changes in net position for the years ended June 30:

	2023	2022
Operating Revenues	$ 2,373,244	$ 2,102,655
Operating Expenses	(2,051,043)	(1,876,753)
Net Nonoperating Expenses	(5,181)	(3,889)
Change in Net Position Before Capital Contributions	317,020	222,013
Capital contribution	26,752	-
Change in Net Position	$ 343,772	$ 222,013

Total net position is comprised of the following:

1. Total net position is restricted by constraints imposed by the lease agreement with the City.
2. Unrestricted net position represents the portion available to maintain the Authority's continuing obligations for its operation and to its creditors.
3. Net investment in capital assets include park improvements, a restaurant and machinery and equipment, net of accumulated depreciation, and related debt.

Management's Discussion and Analysis
For the Year Ended June 30, 2023 *(Continued)*

The Authority's net position at June 30, 2023 is a surplus of $36,163, an increase of $343,772 over the previous year deficit net position of $307,609. Net position increased due to a surplus of revenues generated from operations over expenses.

Total liabilities of the Authority decreased by $82,476 to $2,531,913 primarily due to repayment of debts.

Operating revenue for the year was $2,373,244, an increase of $270,589 over revenue reported for the prior year and was $264,973 more than budgeted, primarily due to a higher than anticipated increase in golf fees and cart revenues.

Operating expenses for the year were $2,051,043, an increase of $174,290 over operating expenses reported for the prior year due to higher wage, administrative, and depreciation expense, offset by a decrease in cart expense and park maintenance. Operating expenses for the fiscal year 2023 were $18,419 more than budgeted, mainly due to an increase in depreciation expense.

Net nonoperating expenses for the year were $5,181, an increase of $1,292 over the prior year due to higher interest expenses.

Capital assets

During the year ended June 30, 2023, the Authority acquired approximately $328,900 of capital assets including machinery and equipment, and some park and building improvements. One asset with an original cost and accumulated depreciation of $56,906 was retired from service during the year.

The following provides a summary of capital assets (net of depreciation) at June 30:

	2023	2022
Park Improvements	$ 568,637	$ 589,768
Restaurant	627,047	718,133
Machinery and Equipment	552,844	488,888
Total Capital Assets, net	$ 1,748,528	$ 1,796,789

Additional information on the Authority's capital assets can be found in Note 5.

Long-term debt

At the end of the current fiscal year, the Authority had total long-term debt of $2,243,810, a decrease of $74,296 as compared to the prior year. The decrease is due to principal payments on City debt of $118,803 with new capital leases of $195,389 and capital lease payments of $150,884. All debt is backed by the full faith and credit of the Authority.

	2023	2022
City Debt	$ 1,815,150	$ 1,933,953
Capital Leases	428,660	384,153
Total Long-term Debt	$ 2,243,810	$ 2,318,106

Additional information on the Authority's long-term debt can be found in Notes 6, 7 and 8.

Management's Discussion and Analysis
For the Year Ended June 30, 2023 *(Continued)*

Economic Factors

The Authority's operations are driven by user fees. With the local economy relatively steady with the recent improvements to the facilities, we expect user fees to increase going forward. The Board considers the condition of the local economy as well as other factors when developing the Authority's annual operating budget.

Requests for Information

This financial report is designed to provide a general overview of the Authority's finances for all those with an interest in the Authority's finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to Mark Gartner, Oak Hills Park Golf Course, 165 Fillow Street, Norwalk, Connecticut 06850.

Oak Hills Park Authority
Statement of Net Position
June 30, 2023

ASSETS	
Current Assets	
Cash and cash equivalents	$ 645,114
Prepaid expense	44,103
Receivables	26,460
Lease receivable, current portion	45,666
Prepaid supplies	103,314
Other assets	557
Total Current Assets	865,214
Lease Receivable, less current portion	64,501
Capital Assets, net	1,748,528
Total Assets	$ 2,678,243
LIABILITIES	
Current Liabilities	
Accounts payable	$ 58,413
Accrued expenses	88,540
Unearned revenue	138,351
Current portion of notes payable	116,750
Current portion of capital leases payable	154,218
Total Current Liabilities	556,272
Noncurrent Liabilities	
Security deposit	2,799
Notes payable, less current portion	1,698,400
Capital leases payable, less current portion	274,442
Total Noncurrent Liabilities	1,975,641
Total Liabilities	2,531,913
DEFERRED INFLOW OF RESOURCES	
Deferred Inflow of Resources - Lease	110,167
NET POSITION	
Net investment in capital assets	(495,282)
Unrestricted	531,445
Total Net Position	36,163
Total Liabilities, Deferred Inflow of Resources and Net Position	$ 2,678,243

See accompanying notes to financial statements

Oak Hills Park Authority

Statement of Revenues, Expenses and Change in Net Position
Budget and Actual
Year Ended June 30, 2023

	Budget	Actual
OPERATING REVENUES		
Golf fees	$ 1,277,524	$ 1,564,487
Identification cards and annual membership	278,647	248,911
Cart revenue	401,215	441,983
Rental and other income	150,885	117,863
Total Operating Revenues	2,108,271	2,373,244
OPERATING EXPENSES		
Personnel	1,100,170	1,011,507
Administrative	248,815	260,892
Park maintenance	389,584	370,850
Carts	24,055	30,652
Depreciation	270,000	377,142
Total Operating Expenses	2,032,624	2,051,043
Operating Income	75,647	322,201
NONOPERATING REVENUES AND (EXPENSES)		
Investment income	900	2,066
Interest expense	(6,047)	(7,247)
Net Nonoperating Expenses	(5,147)	(5,181)
Gain before capital contribution	$ 70,500	317,020
Capital contribution		26,752
Change in net position		343,772
Total Net Position - July 1, 2022		(307,609)
Total Net Position - June 30, 2023		$ 36,163

See accompanying notes to financial statements

Oak Hills Park Authority
Statement of Cash Flows
Year Ended June 30, 2023

CASH FLOWS FROM OPERATING ACTIVITIES	
Receipts from customers	$ 2,228,313
Receipts from tenants	117,863
Payments to employees for services	(1,022,752)
Payments to suppliers for goods and services	(679,663)
Net Cash Provided By Operating Activities	643,761
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES	
Proceeds from line of credit	195,390
Principal paid on notes payable	(118,803)
Payments on capital leases	(150,883)
Capital contribution	26,752
Interest paid	(7,247)
Purchase of capital assets	(328,881)
Net Cash Used for Capital and Related Financing Activities	(383,672)
NET CASH FROM INVESTING ACTIVITES	
Interest income	2,066
Net Change in Cash	262,155
CASH	
Beginning of year	382,959
End of year	$ 645,114
RECONCILIATION OF OPERATING INCOME TO NET CASH PROVIDED BY OPERATING ACTIVITIES:	
Operating income	$ 322,201
Adjustments to reconcile operating income to net cash provided by operating activities:	
Depreciation	377,142
Changes in operating assets and liabilities	
Receivables and prepaid expenses	(20,836)
Other assets	(557)
Prepaid supplies	(26,009)
Accounts payable	9,101
Accrued expenses	(11,049)
Unearned revenue	(6,232)
Net Cash Provided by Operating Activities	$ 643,761
SUPPLEMENTAL CASH FLOW INFORMATION	
Noncash financing and investing transactions:	
Disposal of fully depreciated equipment	$ 56,906

See accompanying notes to financial statements

Oak Hills Park Authority

Notes to Financial Statements
June 30, 2023

1. Organization

Oak Hills Park Authority (the "Authority") was created by the Common Council of the City of Norwalk (the "City"), in accordance with Section 7-130a through 7-130w of the Connecticut General Statutes, in February 1997 for the purpose of acquiring, constructing, operating, maintaining and managing the Oak Hills Park (the "Park"), including the golf course, tennis courts and related recreational facilities currently located in Norwalk, Connecticut, for the use, enjoyment and benefit of the public. On December 22, 1997, the Authority entered into a lease agreement with the City effective March 1, 1998, at which time the Authority assumed responsibility for the operations of the Park.

The ordinance creating the Authority provides that the powers of the Authority shall be exercised by a body of nine members consisting of two members appointed by the Mayor of the City and seven members appointed by a majority vote of the Common Council of the City. Appointed members serve for a term of three years or until their successors are appointed or qualified.

The Authority is to adopt its annual budget for the ensuing fiscal year on or before June 1 of each year and is required to submit its proposed annual budget to the Mayor, Board of Estimate and Taxation and the Common Council by January 1 of each year.

2. Summary of Significant Accounting Policies

This summary of significant accounting policies of the Authority is presented to assist in understanding the Authority's financial statements. The financial statements and selected notes are representations of the Authority's management, which is responsible for their integrity and objectivity.

Basis of Accounting and Financial Statement Presentation

The financial statements of the Authority are prepared in conforming with accounting principles generally accepted in the United States of America. The Governmental Accounting Standards Board ("GASB") is the accepted standard setting board for establishing governmental accounting and financial reporting principles.

The financial statements utilize the economic resources measurement focus and the accrual basis of accounting. Under this method, all assets and liabilities associated with operations are included on the statement of net position, revenues are recorded in the period they become available and measurable, which is at the time the service is provided, and expenses are recorded at the time liabilities are incurred.

Activities not related to the Authority's primary purpose are considered nonoperating. Nonoperating activities consist of income from investments and interest expense.

Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenue and expenses during the reporting period. Actual results could differ from those estimates.

Oak Hills Park Authority

Notes to Financial Statements
June 30, 2023

2. Summary of Significant Accounting Policies *(continued)*

Cash and Cash Equivalents

For the purposes of the statement of cash flows, the Authority considers all highly liquid investments with a maturity of three months or less when purchased to be cash equivalents.

Receivables

Receivables (primarily rent) are recorded when they are billed in accordance with the underlying contractual arrangement.

Revenue Recognition - Contracts with Customers

The Authority has multiple revenue streams that are accounted for as exchange transactions including golf fees, identification cards, annual membership, and cart revenue.

Golf fees and cart revenue are recognized as revenue at a point in time, typically, when the tee time occurs.

Identification cards and annual membership offer both residents and non-residents discounted greens fees. Typically, membership fees are billed in advance when the golfers sign up. Income from identification cards and annual memberships is recognized as earned over the membership period, typically the golf season or calendar year. Identification cards and annual membership fees collected, but not yet earned, are included in unearned revenue.

Prepaid Supplies

Prepaid supplies, consisting primarily of chemicals and agricultural products, are stated at cost.

Capital Assets

Capital assets, consisting of park improvements, a restaurant, and machinery and equipment, are stated at cost and are depreciated over their estimated useful lives on a straight-line basis. Maintenance and repairs are expensed in the year incurred. Major renewals and betterments of equipment and facilities in excess of $500 are capitalized and depreciated over the estimated life of the asset.

The estimated useful lives of assets are as follows:

Park improvements	10 to 23.5 years
Restaurant	25 years
Machinery and equipment	5 years

Oak Hills Park Authority

Notes to Financial Statements
June 30, 2023

2. Summary of Significant Accounting Policies *(continued)*

Employee Sick Leave

Full-time employees are entitled to accrue sick leave at the rate of 4.67 hours per month and are only able to use sick leave after their initial six months of employment. The maximum number of sick leave hours each employee is allowed to accrue is 56. There is no carryover to the next fiscal year of unused sick leave time; therefore, sick leave not used by June 30 is lost. No accrued, but unused sick time shall be paid out upon employee termination.

Long-term Obligations

Long-term debt and other long-term obligations are reported as liabilities in the statement of net position. Premiums and discounts are deferred and amortized over the life of the bonds using the effective interest method. Long-term debt is reported net of the applicable premium or discount. Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as debt service expenses.

Net Position

Net position is classified into the following categories:

Net investment in capital assets
This category presents the net position that reflects capital assets net of depreciation and net of only the debt applicable to the acquisition or construction of these assets. Debt issued for non-capital purposes, and unspent bond proceeds, are excluded.

Restricted net position
This category presents the net position restricted by external parties (creditors, grantors, contributors or laws and regulations).

Unrestricted net position
This category presents the net position of the Authority which is not restricted.

When both restricted and unrestricted resources are available for use, it is the policy of the Authority to use unrestricted resources first, and then restricted resources as they are needed.

Leases, as Lessor

The Authority is a lessor for leases of certain of its property under leases that exceed 12 months. The Authority recognizes a lease receivable and a deferred inflow of resources in the statement of net position.

At the commencement of a lease, the Authority initially measures the lease receivable at the present value of payments expected to be received during the lease term. Subsequently, the lease receivable is reduced by the principal portion of lease payments received. The deferred inflow of resources is initially measured as the initial amount of the lease receivable, adjusted for lease payments received at or before the lease commencement date. Subsequently, the deferred inflow of resources is recognized as revenue over the life of the lease term.

Oak Hills Park Authority

Notes to Financial Statements
June 30, 2023

2. Summary of Significant Accounting Policies *(continued)*

Leases, as Lessor (continued)

Key estimates and judgments related to leases include:

- Discount Rate – The Authority uses its estimated incremental borrowing rate as the discount rate used to discount expected lease receipts to present value.
- Lease Term – The lease term includes the noncancellable period of the lease and periods covered by an option to extend or to terminate where there is reasonable certainty that the term will be extended or the termination clause will not be exercised.
- Lease Payment Terms – Lease receipts included in the measurement of the lease receivable are composed of fixed payments to be received from the lessee.

Variable payments based on future performance or usage of the underlying asset are recognized as an inflow of resources / revenue in the period the payment is earned.

Subsequent Events Evaluation by Management

Management has evaluated subsequent events for disclosure and/or recognition in the financial statements through the date that the financial statements were available to be issued, which date is January 15, 2024.

3. Cash

Deposits - custodial credit risk - Custodial credit risk is the risk that, in the event of a bank failure, the Authority's deposits may not be returned to it. The Authority does not have a deposit policy for custodial credit risk. At June 30, 2023, $395,114 of the Authority's bank balance was uninsured.

Financial instruments that potentially subject the Authority to significant concentrations of credit risk consist primarily of cash. From time to time, the Authority's cash account balances exceed the Federal Deposit Insurance Corporation limit. The Authority reduces its credit risk by maintaining its cash deposits with major financial institutions and monitoring their credit ratings.

4. Lease Receivable

The Authority reports a lease receivable and related deferred inflows of resources of $110,167 at June 30, 2023 in connection with a lease dated February 2021 to operate the Authority's tennis facilities. The lease provides for fixed payments starting at $40,000 per year beginning in 2021 and escalating to $49,000 a year in 2025. The annual amounts are due in three equal payments on May 1, June 1 and July 1 of each year, in exchange for which the lessee has the right (and the obligation) to operate the tennis facilities for the period May 1 through Labor Day of each year. The lessee retains substantially all revenue generated from the tennis facilities during the term of the lease.

Oak Hills Park Authority

Notes to Financial Statements
June 30, 2023

4. Lease Receivable *(continued)*

The Authority has determined that the interest component of the lease is not material, and therefore the lease receivable reflects the gross payments due under the lease. The Authority reported lease revenue of $42,800 during the year ended June 30, 2023. This is included in rental and other income in the statement of revenue, expenses and changes in net position.

The Authority also leases its restaurant facility to a restaurant operator under a lease dated March 2021 that originally extends through December 2026. In November 2023, Authority negotiated to terminate the lease. Any unpaid amount will be applied against the purchase of restaurant equipment. The lessee is also responsible for utilities related to the operation of the restaurant. Rental income under this lease for the year ended June 30, 2023 was $58,916. At June 30, 2023 there is net rent receivable of $26,460 and utilities receivable of $10,738 included in receivables on the statement of net position.

5. Capital Assets

Costs relating to capital assets and related accumulated depreciation are as follows:

	Beginning Balance	Increase/ (Decrease)	Ending Balance
Capital Assets Being Depreciated:			
Park improvements	$ 2,201,054	$ 129,995	$ 2,331,049
Restaurant	2,324,770	-	2,324,770
Machinery and equipment	1,597,008	141,980	1,738,988
Total Capital Assets Being Depreciated	6,122,832	271,975	6,394,807
Accumulated Depreciation for:			
Park improvements	$ 1,611,286	$ 151,126	$ 1,762,412
Restaurant	1,606,638	91,085	1,697,723
Machinery and equipment	1,108,119	78,025	1,186,144
Total Accumulated Depreciation	4,326,043	320,236	4,646,279
Total Capital Assets Being Depreciated, Net	$ 1,796,789	$ (48,261)	$ 1,748,528

Oak Hills Park Authority

Notes to Financial Statements
June 30, 2023

6. Capital Lease Obligations

The Authority leases golf carts and certain park maintenance equipment under several capital leases. The economic substance of the leases for the Authority is financing the acquisition of the assets through leases and, accordingly, the leases are recorded in the Authority's assets and liabilities. Capital leases reflect the transfer of risks and benefits associated with the leased assets.

The following leased assets are included in machinery and equipment:

Machinery and equipment	$ 762,796
Less accumulated depreciation	220,361
Net book value	$ 542,435

Amortization associated with the capital equipment leased is included in depreciation expense.

7. Notes Payable

Notes payable to the City of Norwalk (the "City") are comprised of the Restaurant Debt, Irrigation Debt, Paving Debt, Capital Debt and Operating Debt (collectively, the "City Debt"). The Restaurant Debt, Irrigation Debt and Paving Debt have been combined as the "consolidated debt." The Authority also has other debt to the City which consists of three term loans and a line of credit. In July 2019, the Authority entered into an "Amended and Restated Loan Agreement" and restructured all the notes payable with the City. The outstanding balance of this consolidated debt was $1,815,150 at June 30, 2023.

Amended and Restated Loan Agreement

In 1997, the City issued the Oak Hills Park Project Bond Series dated 1997 totaling $2.5 million. The bond proceeds, as well as other City funds, were loaned by the City to the Authority and were used for improvements to the Park, as follows:

Irrigation Debt - $990,000 note payable to the City, advanced to the Authority in 1999

Paving Debt - $97,583 note payable to the City, advanced to the Authority in 1999

Restaurant Debt - $2,200,000 note payable to the City, originally dated January 2005

The Authority has other debt to the City which consists of two term loans, as follows:

Capital Debt - $150,000 promissory notes to the City, for the financing of capital improvements in 2012.

Operating Debt - $150,000 promissory notes to the City, for the financing of operating expenses in 2013.

Oak Hills Park Authority

Notes to Financial Statements
June 30, 2023

7. Notes Payable *(continued)*

Amended and Restated Loan Agreement (continued)

These debts were consolidated in July 2019 and are now subject to the terms in the Amended and Restated Loan Agreement, which eliminates interest retroactive to July 2016, extends the maturity date to July 1, 2045 and restricts repayment to a variable revenue-based amount beginning in July 2020. Payment of the consolidated loan is due on the first day of each month beginning August 1, 2020 in an amount equal to the number of revenue rounds of golf played in the prior month multiplied by a "pay rate," which shall initially be set at $2.00 and shall increase by $.05 annually. The pay rate was $2.15 for the year ended June 30, 2023. (There were approximately 47,800 revenue rounds played during the year ended June 30, 2023.) In addition to the monthly installments, the Authority shall pay by November 1 or after the audit is complete for each year, an amount equal to one percent of total annual gross golf revenue to the extent available funds exist to make the payment. The additional payment due for the year June 30, 2023 is expected to be approximately $24,000. Any remaining outstanding principal is due in full on July 1, 2045.

Commercial Debt

The Authority has a loan and security agreement with a bank which allows for advances of up to $225,000 (the "line of credit"). The loan is payable on demand with interest at the Wall Street Journal Prime Rate, with a minimum interest rate of 5%. The loan is secured by all of the Authority's present and future right, title and interest in and to any and all of the personal property of the Authority. The loan requires the ratio of Earnings Before Interest Taxes and Amortization, EBITDA, as defined, and capital expenditures less new long-term indebtedness issued during the year to fund capital expenditures, to interest expense plus current maturities of long term debt, not to be less than 1.25 to 1.0 for any fiscal year. No amounts were outstanding on this line of credit at June 30, 2023. The line expires on November 1, 2023.

8. Summary of All Long-term Debt

Long-term debt activity for the year was as follows:

	City Debt	Capital Leases	Total
Beginning Balance	$ 1,933,953	$ 384,153	$ 2,318,106
Additions	-	195,390	195,390
Reductions	(118,803)	(150,883)	(269,686)
Ending Balance	$ 1,815,150	$ 428,660	$ 2,243,810

Oak Hills Park Authority

Notes to Financial Statements
June 30, 2023

8. Summary of All Long-term Debt *(continued)*

Maturities of future long-term debt, including estimated payments due on the City Debt, are as follows for the years ending June 30:

	Capital Leases	City Debt (Estimated)	Total
2024	$ 164,681	$ 116,750	$ 281,431
2025	149,138	113,400	262,538
2026	73,253	116,000	189,253
2027	44,587	118,600	163,187
2028	22,294	121,200	143,494
2029 through 2040	-	1,229,200	1,229,200
	453,953	1,815,150	2,269,103
Less amounts treated as interest	(25,293)	-	(25,293)
	428,660	1,815,150	2,243,810
Less current portion	(154,218)	(116,750)	(270,968)
Total long-term debt, less current portion	$ 274,442	$ 1,698,400	$ 1,972,842

9. Lease Commitment

Effective March 1, 1998, the Authority assumed responsibility for the operations of the Park pursuant to the terms of a lease agreement entered into with the City on December 22, 1997. The term of the lease was for 15 years commencing March 1, 1998, renewable for two additional five-year periods. In August 2012, the Authority renewed the lease for an additional five-year term through February 1, 2017. In July 2019, the Authority renewed the lease for a total of 51 years ending the last day of February 2049.

The Authority's rental obligation under the lease is to repay all of the costs incurred in connection with the Amended and Restated Loan Agreement dated July 2019 (see Note 7). (The notes are a general obligation of the City.) The lease was never amended when the project funds were advanced by the City to the Authority, but the Authority has assumed that the service of the consolidated debt discussed in Note 7 satisfies its obligation under this lease.

No rent or additional rent was paid to the City during the year ended June 30, 2023.

Oak Hills Park Authority

Notes to Financial Statements
June 30, 2023

10. Risk Management

The Authority is exposed to various risks of loss related to public official liability, theft or impairment of assets, errors and omissions, injury to employees and natural disasters. The Authority purchases commercial insurance for all other risks of loss, including blanket and umbrella policies.

Settled claims have not exceeded commercial coverage in any of the past three years, and there have not been any significant reductions in insurance coverage from amounts held in prior years.

11. Retirement Plan

The Authority maintains a 457(b) plan which provides for employee contributions in addition to matching contributions by the Authority of up to 2% of eligible compensation. Employer contributions for the year were $6,825.

12. Other Commitments and Contingencies

Claims

The Authority is involved in litigation arising in the normal course of business. Management estimates that such matters will be covered by commercial insurance. Management believes the Authority is adequately covered by insurance and the outcome of any pending litigation will have no material adverse effect on the Authority's financial position, liquidity and results of operations.

13. Recently Issued GASB Pronouncements

GASB Statement No. 96, *Subscription-Based Information Technology Arrangements,* provides guidance on the accounting and financial reporting for subscription-based information technology arrangements ("SBITAs") for government end users. This Statement defines a SBITA and establishes that a SBITA results in a right-to-use subscription asset (intangible asset) and a corresponding liability. The Statement also provides the capitalization criteria for outlays other than subscription payments, including implementation costs of a SBITA, as well as detailing the requirements for note disclosures regarding a SBITA. The requirements of this Statement are effective for reporting periods beginning after June 15, 2022.

GASB Statement No. 101, *Compensated Absences*, provides guidance on the accounting and financial reporting for compensated absences. The objective of this Statement is to better meet the information needs of financial statement users by updating the recognition and measurement guidance for compensated absences. That objective is achieved by aligning recognition and measurement guidance under a unified model and by amending certain previously required disclosures. The requirements of this Statement are effective for reporting periods beginning after December 15, 2023.

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Supplementary Schedules

Oak Hills Park Authority

Other Supplementary Information - Schedule of Personnel and Administrative Expenses
Year Ended June 30, 2023

	Budget	Actual
Personnel Expense		
Park maintenance wages	$ 303,612	$ 313,056
Management wages	229,021	169,185
Operations wages	227,259	239,765
Seasonal maintenance wages	179,545	146,103
Payroll taxes	97,014	87,540
Employee benefits	34,021	28,451
Workman's compensation insurance	23,098	20,582
Retirement plans	6,600	6,825
Total Personnel Expense	$ 1,100,170	$ 1,011,507
Administrative Expense		
Liability insurance	$ 100,039	$ 96,701
Other administrative expense	63,199	78,078
Professional fees	33,500	31,769
Office expense	14,540	19,761
Advertising expense	13,500	10,581
Telephone	12,727	12,674
Outside services	8,610	9,050
Training and dues	2,700	2,278
Total Administrative Expense	$ 248,815	$ 260,892

See independent auditors' report

Oak Hills Park Authority

Supporting Supplementary Schedule of Park Maintenance Expense
Year Ended June 30, 2023

	Budget	Actual
Park Maintenance Expense		
Agriculture and chemicals	$ 110,000	$ 85,424
Water	55,000	81,372
Utilities	47,884	54,886
Building maintenance	33,000	35,345
Equipment maintenance	33,000	30,548
Grounds maintenance	40,000	15,309
Irrigation system maintenance	13,000	13,142
Gasoline	22,000	18,264
Heating fuel	18,000	18,626
Tree maintenance	5,000	4,420
Tee and green supplies	2,500	5,175
Other expense	7,700	4,795
Consumable tools	2,500	3,544
Total Park Maintenance Expense	$ 389,584	$ 370,850

See independent auditors' report

OAK HILLS SALES ANALYSIS DECEMBER 2023 FISCAL REPORT

Description	Dec-23	Dec-22	Inc/(Dec)	YTD FY24	YTD FY23	Inc/(Dec)
Revenue Rounds	914	391	133.8%	24,922	23,377	6.6%
Season Pass Rounds	96	132	-27.3%	1,152	1,622	-29.0%
POS System Servicer Rounds	82	43	90.7%	1,148	1,295	-11.4%
Barter Rounds	0	0	0.0%	0	0	0.0%
Comp Rounds	0	0	0.0%	0	0	0.0%
Total All Rounds	1,092	566	92.9%	27,222	26,294	3.5%
Total Carts	317	91	248.4%	15,328	14,666	4.5%
Total Golf ID Cards	0	0	0.0%	118	84	40.5%
Total Season Passes	0	1	-100.0%	0	1	-100.0%
Total Gift Cards	60	50	20.0%	185	209	-11.5%
Total GPS Ad Sales	0	0	0.0%	0	0	0.0%
Total $ Revenue Rounds	$25,930	$9,308	178.6%	$870,927	$872,729	-0.2%
Total Carts $	$5,952	$1,626	266.1%	$283,023	$270,662	4.6%
Total Golf ID Cards $	$0	$0	0.0%	$10,286	$7,735	33.0%
Total Season Pass $	$0	$2,125	-100.0%	$0	$2,125	-100.0%
Total Gift Cards $	$6,081	$5,398	12.7%	$15,231	$13,146	15.9%
Total GPS Advertising $	$0	$0	0.0%	$0	$0	0.0%
Rain Chks/Gift Cards Redeemed	-$135	-$78	73.1%	-$6,851	-$7,793	-12.1%
	$37,828	**$18,379**	**105.8%**	**$1,172,616**	**$1,158,604**	**1.2%**
$ Revenue/Revenue Round	**$28.37**	**$23.81**	19.2%	**$34.95**	**$37.33**	-6.4%
Carts/Revenue Round	**34.7%**	**23.3%**	49.0%	**61.5%**	**62.7%**	-2.0%
Cart $/Revenue Round	**$6.51**	**$4.16**	56.6%	**$11.36**	**$11.58**	-1.9%
Cart $/Cart Round	**$18.78**	**$17.87**	5.1%	**$18.46**	**$18.46**	0.1%
ID Card $/Card	**$0.00**	**$0.00**	0.0%	**$87.17**	**$92.08**	-5.3%
Resident Adult 18 Rounds	115	151	-23.8%	3,136	2,978	5.3%
Resident Senior 18 Rounds	18	35	-48.6%	2,112	3,017	-30.0%
Junior/Golf Team 18 Rounds	20	7	185.7%	1,376	1,228	12.1%
Golf League 18 Rounds	1	0	0.0%	50	60	-16.7%
Employee 18 Rounds	25	7	257.1%	471	408	15.4%
Non Resident 18 Rounds	686	187	266.8%	16,354	14,309	14.3%
Total 9 Hole Rounds	49	4	1125.0%	1,423	1,377	3.3%
Total Revenue Rounds	***914***	***391***	***133.8%***	***24,922***	***23,377***	***6.6%***
Resident Adult 18 Rounds $	$3,773	$3,447	9.5%	$115,330	$105,305	9.5%
Resident Senior 18 Rounds $	$481	$767	-37.3%	$23,587	$89,871	-73.8%
Junior/Golf Team 18 Rounds $	$397	$142	179.6%	$28,784	$26,915	6.9%
Golf League 18 Rounds	$0	$0	0.0%	$17	$0	0.0%
Employee 18 Rounds $	$175	$49	257.1%	$3,240	$2,746	18.0%
Non Resident 18 Rounds $	$20,074	$4,795	318.6%	$666,815	$616,191	8.2%
Total 9 Hole Rounds $	$1,030	$108	853.7%	$33,153	$31,702	4.6%
Total $ Revenue Rounds	***25,930***	***9,308***	***178.6%***	***870,927***	***872,729***	***-0.2%***
Senior Non-Resident ID	0	0	0.0%	11	0	0.0%
Adult Non-Resident ID	0	0	0.0%	8	1	700.0%
Family ID	0	0	0.0%	0	0	0.0%
Total Non-Resident ID's	***0***	***0***	***0.0%***	***19***	***1***	***1800.0%***
GolfNow Rounds	425	55	672.7%	7,593	4310	76.2%
GolfNow Dollars	$11,153	$513	2074.0%	$278,675	$168,939	65.0%
Dollars/Round	$26.24	$9.33	181.3%	$36.70	$39.20	-6.4%
City of Norwalk debt paydown	**$2,347.80**					

Oak Hills Park Authority
January 2024 Financial Commentary

Operations Updates:

- Golf revenue rounds and cart rounds are performing above budget for the first seven months of FY24. Discount ID cards came in under-budget for January.
- OHPA plans on making substantial capital improvements throughout the course of this fiscal year and has already spent $213k 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 $64k and we ended January with a $647k cash balance which includes $45k in the capital reserve bank account.
  - Revenue was over-budget by $80k thanks to strong golf and Outings rounds.
  - Expenses were over-budget by $16k.
- OHPA made $74k in repayments to the City for the first seven 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 received the Audit Report for the FY23 year-end financial audit in January. We were in good standing with no deficiencies noted.

Updated through ***1/31/2024***

Fiscal Year To Date

		Budget	Actuals	Variance	Var %	Comments
Sales	Revenue Rounds	23,268	25,193	1,925	8.3%	Rounds have been higher than budget in most months this fiscal year
	Non-Revenue Rounds	3,568	2,415	(1,153)	-32.3%	Less season passholder rounds than anticipated
	Total Rounds	**26,836**	**27,608**	772	2.9%	
	Carts	14,700	15,353	653	4.4%	Rounds have been higher than budget in most months this fiscal year
	ID Cards	318	220	(98)	-30.8%	January budget was a bit aggressive

		Budget	Actuals	Variance	Var %	Comments
P&L	Golf Revenue	1,202,943	1,275,024	72,081	6.0%	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	28,000	27,200	(800)	-2.9%	
	Other Revenue	24,620	28,302	3,682	15.0%	Interest on cash investments is starting to grow higher than budgeted
	Total Revenue	**1,281,963**	**1,361,593**	**79,630**	**6.2%**	
	Management Salary	148,447	149,057	610	0.4%	
	Operations Salary	141,711	157,805	16,094	11.4%	Increase in minimum wage; more staffing needed to cover higher revenue volume
	Maintenance Salary	285,676	281,907	(3,769)	-1.3%	
	Employee Benefits	91,278	77,493	(13,785)	-15.1%	Driven by lower health insurance (less employees covered than expected) and workers compensation
	Administrative	113,878	130,490	16,612	14.6%	Overage driven by utilities, sewer and property taxes, and credit card fees
	Interest & Insurance	66,155	70,081	3,926	5.9%	Higher and earlier financed equipment than expected resulted in higher interest expense
	Sales & Operations	4,668	4,445	(223)	-4.8%	
	Park Maintenance	149,716	121,463	(28,253)	-18.9%	Driven mostly by lower water exp thanks to plenty of rain over the summer; also less maintenance needed
	Park Equipment	47,830	66,499	18,669	39.0%	Higher building and equipment maintenance than expected
	Carts	20,739	23,708	2,969	14.3%	Higher electricity and maintenance than budgeted
	Tennis	-	2,873	2,873		Not budgeted
	Operating Expense	**1,070,098**	**1,085,821**	**15,723**	**1.5%**	
	Operating Income	**211,865**	**275,772**	**63,907**	**30.2%**	
Balance Sheet	Capital Improvements	(185,000)	(212,769)	(27,769)	15.0%	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	602,121	157,115	35.3%	Higher top-line revenue and unpaid annual 1% gross rev City debt pymt, offset by YTD capex overage

Updated through ***1/31/2024***

Rest of Fiscal Year

		Budget	Proj.	Variance	Var %	Comments
Sales	Revenue Rounds	15,859	16,335	476	3.0%	Projections are slightly above Budget
	Non-Revenue Rounds	2,432	2,432	-	0.0%	Projections are still in line with Budget
	Total Rounds	**18,291**	**18,767**	476	2.6%	
	Carts	9,700	9,991	291	3.0%	Projections are slightly above Budget
	ID Cards	874	972	98	11.2%	Projections are still in line with Budget for full fiscal year

		Budget	Proj.	Variance	Var %	Comments
P&L	Golf Revenue	923,863	951,579	27,716	3.0%	Projections are slightly above Budget
	Tennis Revenue	18,400	18,400	-	0.0%	
	Restaurant Revenue	20,000	12,000	(8,000)	-40.0%	No rental revenue expected for three months during Food & Beverage operator transition
	Other Revenue	17,680	22,680	5,000	28.3%	Higher than budgeted interest is expected on our cash balance
	Total Revenue	**979,943**	**1,004,659**	**24,716**	**2.5%**	
	Salaries	413,557	420,557	7,000	1.7%	Projections are slightly above Budget
	Employee Benefits	66,516	66,516	-	0.0%	Projections are still in line with Budget
	Administrative	80,468	82,268	1,800	2.2%	Projections are slightly above Budget
	Debt Service & Insurance	52,945	54,945	2,000	3.8%	Projections are slightly above Budget
	Sales & Operations	4,632	4,632	-	0.0%	Projections are still in line with Budget
	Park Maintenance	111,584	120,584	9,000	8.1%	Make up for ytd under-spend
	Park Equipment	37,670	37,670	-	0.0%	Projections are still in line with Budget
	Carts	8,061	8,061	-	0.0%	Projections are still in line with Budget
	Operating Expense	**775,433**	**795,233**	**19,800**	**2.6%**	
	Uncategorized Exp/Rev					
	Operating Income	**204,510**	**209,426**	**4,916**	**2.4%**	
Balance Sheet	Capital Improvements	(89,000)	(61,231)	27,769	-31.2%	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	629,894	199,191	46.2%	

Oak Hills Park Authority

FY22 Actual vs. Budget

	January Act	January Bud	Var $	Var %	YTD Act	YTD Bud	Var $	Var %
REVENUE								
4000 · REVENUES								
4001 · Golf Revenue								
4010 · Golf Fees	$5,192	$10,655	-$5,463	-51.3%	$854,728	$792,056	$62,672	7.9%
4020 · I.D. Cards	$13,570	$30,456	-$16,886	-55.4%	$23,856	$38,813	-$14,957	-38.5%
4025 · Season Pass	$8,873	$8,476	$398	4.7%	$59,520	$59,122	$398	0.7%
4030 · Tournament Fees	$0	$0	$0	0.0%	$63,702	$45,481	$18,221	40.1%
4050 · Cart Revenue	$446	$0	$446	0.0%	$266,572	$264,607	$1,965	0.7%
4060 · Golf Revenue - Gift Certif.	$75	$253	-$178	-70.4%	$14,359	$12,679	$1,680	13.3%
4070 · Gift & Rain Checks Redeemed	-$467	-$31	-$436	1405.9%	-$7,713	-$9,815	$2,102	-21.4%
Total 4001 · Golf Revenue	**$27,689**	**$49,808**	**-$22,119**	**-44.4%**	**$1,275,024**	**$1,202,943**	**$72,081**	**6.0%**
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%	$12,600	$10,500	$2,100	20.0%
4300 · Investment Income	$1,067	$774	$293	37.8%	$8,474	$5,975	$2,499	41.8%
4400 · Misc. Income	$233	$44	$189	429.2%	$7,229	$8,145	-$916	-11.3%
4500 · Golf Simulator Revenue	$0	$0	$0	0.0%	$0	$0	$0	0.0%
4600 · Restaurant Income	$3,200	$4,000	-$800	-20.0%	$27,200	$28,000	-$800	-2.9%
4700 · Advertising Revenue	$0	$0	$0	0.0%	$0	$0	$0	0.0%
Total Other Revenue	**$6,300**	**$6,318**	**-$18**	**-0.3%**	**$86,570**	**$79,020**	**$7,550**	**9.6%**
TOTAL REVENUE	**$33,989**	**$56,127**	**-$22,138**	**-39.4%**	**$1,361,593**	**$1,281,963**	**$79,631**	**6.2%**
EXPENSE								
5000 · PERSONNEL EXPENSE								
5010 · Management Salary	$22,346	$21,167	-$1,179	-5.6%	$149,057	$148,447	-$610	-0.4%
5030 · Operations	$3,188	$2,790	-$398	-14.3%	$157,719	$141,711	-$16,008	-11.3%
5040 · Operations O/T	$0	$0	$0	0.0%	$86	$0	-$86	0.0%
5050 · Course Personnel	$26,365	$26,509	$144	0.5%	$180,873	$183,654	$2,780	1.5%
5060 · Course Personnel O/T	$228	$0	-$228	0.0%	$3,646	$0	-$3,646	0.0%
5070 · Seasonal Personnel	-$1,983	$0	$1,983	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	**$50,143**	**$50,465**	**$323**	0.6%	**$588,769**	**$575,834**	**-$12,935**	-2.2%
5200 · EMPLOYEE BENEFITS								
5210 · Payroll Taxes	$3,285	$3,861	$576	14.9%	$41,279	$44,055	$2,776	6.3%
5230 · State Unemployment	$2,844	$2,638	-$206	-7.8%	$13,293	$13,222	-$71	-0.5%
5250 · Health Insurance	$1,530	$2,655	$1,125	42.4%	$9,097	$16,790	$7,692	45.8%
5260 · Workmans Compensation	$805	$1,042	$237	22.7%	$10,409	$13,333	$2,924	21.9%
5270 · Retirement Plans	$498	$558	$60	10.7%	$3,416	$3,879	$463	11.9%
Total 5200 · EMPLOYEE BENEFITS	**$8,964**	**$10,754**	**$1,791**	16.7%	**$77,493**	**$91,278**	**$13,785**	15.1%
5400 · ADMINISTRATIVE EXPENSES								
5420 · Telephone	$461	$890	$429	48.2%	$5,975	$6,350	$375	5.9%
5430 · Professional Fees	$3,023	$2,917	-$106	-3.6%	$21,223	$20,417	-$806	-3.9%
5436 · Advertising	$896	$896	$0	-0.1%	$6,546	$7,513	$966	12.9%
5440 · Office Expense	$1,215	$698	-$517	-74.2%	$13,571	$10,155	-$3,416	-33.6%
5441 · Bank Charges		$17	$17	100.0%	$74	$191	$118	61.4%
5442 · Credit Card Fees	$3,718	$1,083	-$2,635	-243.3%	$30,860	$26,155	-$4,705	-18.0%
5445 · Postage	$66	$0	-$66	0.0%	$132	$150	$18	12.0%
5450 · Training and Dues	$410	$0	-$410	0.0%	$1,400	$871	-$529	-60.7%
5461 · Authority Secretarial Services	$240	$133	-$107	-80.0%	$1,210	$933	-$277	-29.6%
5469 · Other Outside Services	$1,187	$944	-$243	-25.8%	$5,350	$4,656	-$695	-14.9%
5470 · Other Administrative	$842	$792	-$51	-6.4%	$8,111	$5,542	-$2,570	-46.4%
5480 · Utilities	$6,089	$3,729	-$2,360	-63.3%	$36,037	$30,946	-$5,092	-16.5%
Total 5400 · ADMINISTRATIVE EXPENSES	**$18,147**	**$12,098**	**-$6,050**	-50.0%	**$130,490**	**$113,878**	**-$16,612**	-14.6%
5500 · DEBT SERVICE AND INSURANCE								
5500 · Liability Insurance	$8,671	$8,884	$213	2.4%	$61,225	$62,188	$963	1.5%
5520 · Interest	$1,470	$517	-$953	-184.5%	$8,857	$3,967	-$4,890	-123.3%

Oak Hills Park Authority
FY22 Actual vs. Budget

	January Act	January Bud	Var $	Var %	YTD Act	YTD Bud	Var $	Var %
Total 5500 · DEBT SERVICE AND INSURANCE	**$10,141**	**$9,401**	**-$740**	-7.9%	**$70,081**	**$66,155**	**-$3,927**	-5.9%
5600 · SALES AND OPERATIONS								
5630 · Golf Genius Software	$258	$258	$0	0.0%	$1,292	$1,808	$517	28.6%
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%	**$4,445**	**$4,668**	**$223**	4.8%
5700 · PARK MAINTENANCE								
5710 · Water	$808	$1,001	$193	19.3%	$23,726	$47,294	$23,568	49.8%
5715 · Nature and Open Space	$0	$0	$0	0.0%		$400	$400	100.0%
5720 · Heating Fuel	$2,733	$3,460	$728	21.0%	$7,624	$7,810	$187	2.4%
5730 · Grounds Maintenance	$3,889	$192	-$3,697	-1922.0%	$20,749	$27,097	$6,347	23.4%
5740 · Tree Maintenance	$0	$0	$0	0.0%	$4,750	$2,000	-$2,750	-137.5%
5751 · Agriculture&Chemicals-Purch	$0	$0	$0	0.0%	$34,032	$55,812	$21,780	39.0%
5752 · Agriculture/Chemicals Utilized	$0	$0	$0	0.0%	$26,155	$0	-$26,155	0.0%
5760 · Irrigation Maintenance	$401	$1,053	$652	61.9%	$2,577	$6,213	$3,635	58.5%
5770 · Consumable Tools	$39	$37	-$1	-3.4%	$599	$1,618	$1,019	63.0%
5780 · Tee and Green Supplies	$0	$498	$498	100.0%	$1,230	$1,272	$42	3.3%
5795 · Janitorial Supplies	$21	$140	$119	85.1%	$21	$200	$179	89.6%
Total 5700 · PARK MAINTENANCE	**$7,890**	**$6,382**	**-$1,508**	-23.6%	**$121,463**	**$149,716**	**$28,253**	18.9%
5800 · PARK EQUIPMENT								
5800 · Equipment Maintenance	$2,019	$2,263	$245	10.8%	$25,689	$19,434	-$6,255	-32.2%
5810 · Equipment Rental	$0	$0	$0	0.0%	$170	$0	-$170	0.0%
5820 · Building Maintenance	$4,169	$1,868	-$2,301	-123.2%	$29,185	$16,703	-$12,483	-74.7%
5840 · Small Equipment	$0	$0	$0	0.0%	$1,020	$955	-$65	-6.8%
5860 · Gasoline/Diesel Fuel	$0	$0	$0	0.0%	$10,251	$9,238	-$1,013	-11.0%
5880 · Employee work clothes	$0	$750	$750	100.0%	$184	$1,500	$1,316	87.8%
Total 5800 · PARK EQUIPMENT	**$6,188**	**$4,881**	**-$1,307**	-26.8%	**$66,499**	**$47,830**	**-$18,669**	-39.0%
6000 · CART EXPENSE								
6010 · Cart Lease Expense	$0	$0	$0	0.0%	$7,302	$8,000	$698	8.7%
6020 · Electricity	$676	$327	-$349	-107.0%	$11,450	$8,676	-$2,775	-32.0%
6030 · Maintenance	$0	$0	$0	0.0%	$2,156	$1,264	-$892	-70.6%
6050 · Cart Insurance	$400	$400	$0	0.0%	$2,800	$2,800	$0	0.0%
6060 · Misc. Cart Expense	$0	$0	$0	0.0%	$0	$0	$0	0.0%
Total 6000 · CART EXPENSE	**$1,076**	**$727**	**-$349**	-48.1%	**$23,708**	**$20,739**	**-$2,969**	-14.3%
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	**$102,806**	**$94,966**	**-$7,840**	-8.3%	**$1,085,820**	**$1,070,098**	**-$15,722**	-1.5%
TOTAL OPERATIONAL NET INCOME	**-$68,817**	**-$38,839**	**-$29,977**	77.2%	**$275,773**	**$211,865**	**$63,908**	30.2%
Restructured City Debt	$2,348	$1,108	-$1,240	-111.9%	$73,782	$88,119	$14,337	16.3%
Commercial Debt	-$1,470	$0	$1,470	0.0%	$64,445	$74,000	$9,555	12.9%
Total BS Debt Payments	**$878**	**$1,108**	**$230**	20.8%	**$138,226**	**$162,119**	**$23,893**	14.7%
NET INCOME BEFORE CAPITAL EXPENSES	**-$68,817**	**-$38,839**	**-$29,977**	77.2%	**$275,773**	**$211,865**	**$63,908**	30.2%
8000 · OTHER EXPENSE								
8000 · Depreciation/Amortization								
8000 · Depreciation/Amortization Non Cash	$31,430	$23,750	-$7,680	-32.3%	$220,010	$166,250	-$53,760	-32.3%
8001 · Capital projects								
8100 - Capital Proj Cash	$0	$30,000	$30,000	100.0%	$212,769	$185,000	-$27,769	-15.0%
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	$22,320	-32.3%	$218,560	$166,250	-$80,079	-31.5%
NET INCOME	**-$100,247**	**-$62,589**	**-$37,657**	60.2%	**$57,213**	**$45,615**	**$11,598**	25.4%

OAK HILLS PARK AUTHORITY
Balance Sheet FY24
As of January 31, 2024

	Total			
	As of Jan 31, 2024	As of Jan 31, 2023 (PY)	Change	% Change
ASSETS				
Current Assets				
Bank Accounts				
1000 Cash				
1021 NBT Money Market	146,282.80	462,386.31	-316,103.51	-68.36%
1022 NBT Payment Account	-3,109.26	-19,422.62	16,313.36	83.99%
1023 NBT Rent Escrow Sec Apt Right	1,801.00	1.00	1,800.00	180000.00%
1024 NBT Capital Reserve Savings Account	359.30	24,003.78	-23,644.48	-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	227,397.43	0.00	227,397.43	
1041 Bankwell Capital Reserve Savings Account	45,323.20	0.00	45,323.20	
1050 Petty	1,420.00	1,400.00	20.00	1.43%
Total 1000 Cash	$ 647,444.47	$ 468,368.47	$179,076.00	38.23%
Total Bank Accounts	$ 647,444.47	$ 468,368.47	$179,076.00	38.23%
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	77,158.59	77,897.99	-739.40	-0.95%
1200 Receivables	13,921.79	31,603.59	-17,681.80	-55.95%
1300 Prepaid Expenses	29,109.43	15,591.83	13,517.60	86.70%
1400 Deposits	557.00	0.00	557.00	
Total Other Current Assets	$ 120,746.81	$ 125,093.41	-$ 4,346.60	-3.47%
Total Current Assets	$ 776,226.98	$ 600,530.57	$175,696.41	29.26%
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.	-4,650,604.10	-4,401,895.83	-248,708.27	-5.65%
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	-215,683.00	-96,219.28	-119,463.72	-124.16%
1570 Capital Projects in Progress	104,048.43	0.00	104,048.43	
Total 1500 Fixed Assets	$1,632,566.65	$1,624,714.62	$ 7,852.03	0.48%
Total Fixed Assets	$1,632,566.65	$1,624,714.62	$ 7,852.03	0.48%
TOTAL ASSETS	$2,408,793.63	$2,225,245.19	$183,548.44	8.25%
LIABILITIES AND EQUITY				

Liabilities				
Current Liabilities				
Accounts Payable				
2000 *Accounts Payable	48,929.14	37,064.59	11,864.55	32.01%
Total Accounts Payable	**$ 48,929.14**	**$ 37,064.59**	**$ 11,864.55**	**32.01%**
Other Current Liabilities				
2051 Accounts Payable - OHMGA Revenue	95.00	10.00	85.00	850.00%
2100 Accrued Payroll	22,544.20	17,127.38	5,416.82	31.63%
2104 Accrued retirement contribution	182.79	205.79	-23.00	-11.18%
2105 Accrued Vacation Pay	21,320.54	20,817.27	503.27	2.42%
2200 Accrued Expenses	49,783.50	23,514.06	26,269.44	111.72%
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	5,630.00	4,800.00	830.00	17.29%
2254 Other Deferred	166,126.67	147,198.75	18,927.92	12.86%
Total 2250 Deferred Revenue	**$ 171,756.67**	**$ 151,998.75**	**$ 19,757.92**	**13.00%**
2400 Cart Sales Tax Due	744.00	0.00	744.00	
Total Other Current Liabilities	**$ 271,224.03**	**$ 213,673.25**	**$ 57,550.78**	**26.93%**
Total Current Liabilities	**$ 320,153.17**	**$ 250,737.84**	**$ 69,415.33**	**27.68%**
Long-Term Liabilities				
2701 Consolidated City Debt	1,741,368.29	1,845,121.19	-103,752.90	-5.62%
2772 Wells Fargo 2017 Aera-Vator	197.16	197.16	0.00	0.00%
2775 Deere Credit, Inc. Hybrid Mower	0.00	1,081.97	-1,081.97	-100.00%
2776 Wells Fargo MTE 2018 TurfCo Blower	0.00	1,510.44	-1,510.44	-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	5,459.35	11,712.32	-6,252.97	-53.39%
2779 Wells Fargo Groundsmaster Mower and Procore Aeration	25,005.96	36,735.43	-11,729.47	-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	97,344.96	0.00	97,344.96	
2783 Wells Fargo 2 Baroness LM315GC Greens Mowers	63,121.87	0.00	63,121.87	
2784 Wells Fargo 2023 Spreader Trailer Roller	40,596.26	0.00	40,596.26	
2785 Wells Fargo Lastec 2023 Rotary Mower	63,578.78	0.00	63,578.78	
Total Long-Term Liabilities	**$2,208,030.46**	**$2,167,015.32**	**$ 41,015.14**	**1.89%**
Total Liabilities	**$2,528,183.63**	**$2,417,753.16**	**$110,430.47**	**4.57%**
Equity				
3900 Retained Earnings	36,165.64	-307,610.18	343,775.82	111.76%
Net Income	-155,555.64	115,102.21	-270,657.85	-235.15%
Total Equity	**-$ 119,390.00**	**-$ 192,507.97**	**$ 73,117.97**	**37.98%**
TOTAL LIABILITIES AND EQUITY	**$2,408,793.63**	**$2,225,245.19**	**$183,548.44**	**8.25%**

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

	Total			
	Jan 2024	Jan 2023 (PY)	Change	% Change
Income				
4000 REVENUES				
4001 Golf Revenue				
4010 Golf Fees	5,192.00	7,776.00	-2,584.00	-33.23%
4020 I.D. Cards	13,570.00	11,990.00	1,580.00	13.18%
4025 Season Pass	8,873.33	7,308.75	1,564.58	21.41%
4030 Tournament Fees	0.00	0.00	0.00	
4050 Cart Revenue	446.00	0.00	446.00	
4060 Golf Revenue - Gift Certif.	75.00	175.00	-100.00	-57.14%
4070 Gift & Rain Checks Redeemed	-467.00	-60.00	-407.00	-678.33%
Total 4001 Golf Revenue	$ 27,689.33	$ 27,189.75	$ 499.58	1.84%
4200 Rental Income	1,800.00	0.00	1,800.00	
4300 Investment Income	1,066.81	140.38	926.43	659.94%
4400 Misc. Income	232.83	2,594.90	-2,362.07	-91.03%
4600 Restaurant Income	3,200.00	0.00	3,200.00	
Total 4000 REVENUES	$ 33,988.97	$ 29,925.03	$ 4,063.94	13.58%
Total Income	$ 33,988.97	$ 29,925.03	$ 4,063.94	13.58%
Gross Profit	$ 33,988.97	$ 29,925.03	$ 4,063.94	13.58%
Expenses				
5000 PERSONNEL EXPENSE				
5010 Management Salary	22,346.16	14,307.69	8,038.47	56.18%
5030 Operations	3,187.58	2,630.42	557.16	21.18%
5040 Operations O/T	0.00	0.00	0.00	
5050 Course Personnel	26,364.70	26,159.78	204.92	0.78%
5060 Course Personnel O/T	227.57	0.00	227.57	
5070 Seasonal Personnel	-1,983.21	0.00	-1,983.21	
5080 Seasonal Personnel O/T	0.00	0.00	0.00	
Total 5000 PERSONNEL EXPENSE	$ 50,142.80	$ 43,097.89	$ 7,044.91	16.35%
5200 EMPLOYEE BENEFITS				
5210 Payroll Taxes	3,285.33	3,288.79	-3.46	-0.11%
5230 State Unemployment	2,844.15	2,302.35	541.80	23.53%
5250 Health Insurance	1,530.35	2,313.34	-782.99	-33.85%
5260 Workmans Compensation	805.35	1,050.74	-245.39	-23.35%
5270 Retirement Plans	498.43	576.22	-77.79	-13.50%
Total 5200 EMPLOYEE BENEFITS	$ 8,963.61	$ 9,531.44	-$ 567.83	-5.96%
5400 ADMINISTRATIVE EXPENSES				
5420 Telephone	460.77	1,028.22	-567.45	-55.19%
5430 Professional Fees	3,022.95	3,018.96	3.99	0.13%
5436 Advertising	896.13	645.96	250.17	38.73%
5440 Office Expense	1,214.89	647.45	567.44	87.64%

5441 Bank Charges	0.00	17.15	-17.15	-100.00%
5442 Credit Card Fees	3,718.34	2,729.77	988.57	36.21%
5445 Postage	66.00	0.00	66.00	
5450 Training and Dues	410.00	0.00	410.00	
5461 Authority Secretarial Services	240.00	120.00	120.00	100.00%
5469 Other Outside Services	1,187.12	932.50	254.62	27.31%
5470 Other Administrative	842.25	577.28	264.97	45.90%
5480 Utilities	6,088.88	7,706.99	-1,618.11	-21.00%
5500 Liability Insurance	8,670.81	7,782.83	887.98	11.41%
5520 Interest Expense	1,469.72	194.65	1,275.07	655.06%
Total 5400 ADMINISTRATIVE EXPENSES	**$ 28,287.86**	**$ 25,401.76**	**$ 2,886.10**	**11.36%**
5600 SALES AND OPERATIONS				
5630 Golf Genius Software	258.34	0.00	258.34	
Total 5600 SALES AND OPERATIONS	**$ 258.34**	**$ 0.00**	**$ 258.34**	
5700 PARK MAINTENANCE				
5710 Water	807.93	899.36	-91.43	-10.17%
5720 Heating Fuel	2,732.53	4,322.59	-1,590.06	-36.78%
5730 Grounds Maintenance	3,888.84	147.22	3,741.62	2541.52%
5760 Irrigation Maintenance	400.84	901.69	-500.85	-55.55%
5770 Consumable Tools	38.61	88.19	-49.58	-56.22%
5780 Tee and Green Supplies		1,288.93	-1,288.93	-100.00%
5795 Janitorial Supplies	20.88	280.95	-260.07	-92.57%
5800 Equipment Maintenance	2,018.57	2,360.78	-342.21	-14.50%
5820 Building Maintenance	4,169.25	466.87	3,702.38	793.02%
5860 Gasoline/Diesel Fuel	0.00	0.00	0.00	
Total 5700 PARK MAINTENANCE	**$ 14,077.45**	**$ 10,756.58**	**$ 3,320.87**	**30.87%**
6000 CART EXPENSE				
6020 Electricity	675.84	494.39	181.45	36.70%
6050 Cart Insurance	400.00	400.00	0.00	0.00%
Total 6000 CART EXPENSE	**$ 1,075.84**	**$ 894.39**	**$ 181.45**	**20.29%**
Total Expenses	**$ 102,805.90**	**$ 89,682.06**	**$ 13,123.84**	**14.63%**
Net Operating Income	**-$ 68,816.93**	**-$ 59,757.03**	**-$ 9,059.90**	**-15.16%**
Other Expenses				
8000 Depreciation/Amortization	31,430.00	24,582.00	6,848.00	27.86%
8001 Capital projects				
8100 Capital Projects - Cash	0.00	11,273.82	-11,273.82	-100.00%
Total 8001 Capital projects	**$ 0.00**	**$ 11,273.82**	**-$ 11,273.82**	**-100.00%**
Total Other Expenses	**$ 31,430.00**	**$ 35,855.82**	**-$ 4,425.82**	**-12.34%**
Net Other Income	**-$ 31,430.00**	**-$ 35,855.82**	**$ 4,425.82**	**12.34%**
Net Income	**-$ 100,246.93**	**-$ 95,612.85**	**-$ 4,634.08**	**-4.85%**

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

	Total			
	Jul 2023 - Jan 2024	Jul 2022 - Jan 2023 (PY)	Change	% Change
Income				
4000 REVENUES				
4001 Golf Revenue				
4010 Golf Fees	854,727.76	828,626.48	26,101.28	3.15%
4020 I.D. Cards	23,856.00	19,725.00	4,131.00	20.94%
4025 Season Pass	59,520.08	64,289.72	-4,769.64	-7.42%
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.	14,359.00	11,261.00	3,098.00	27.51%
4070 Gift & Rain Checks Redeemed	-7,713.00	-7,889.00	176.00	2.23%
Total 4001 Golf Revenue	**$ 1,275,023.69**	**$ 1,223,572.12**	**$ 51,451.57**	**4.21%**
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	12,600.00	0.00	12,600.00	
4300 Investment Income	8,473.55	829.35	7,644.20	921.71%
4400 Misc. Income	7,228.87	11,173.92	-3,945.05	-35.31%
4600 Restaurant Income	27,200.00	46,916.06	-19,716.06	-42.02%
Total 4000 REVENUES	**$ 1,361,593.45**	**$ 1,307,691.45**	**$ 53,902.00**	**4.12%**
Total Income	**$ 1,361,593.45**	**$ 1,307,691.45**	**$ 53,902.00**	**4.12%**
Gross Profit	**$ 1,361,593.45**	**$ 1,307,691.45**	**$ 53,902.00**	**4.12%**
Expenses				
5000 PERSONNEL EXPENSE				
5010 Management Salary	149,056.94	99,821.21	49,235.73	49.32%
5030 Operations	157,719.12	132,218.89	25,500.23	19.29%
5040 Operations O/T	85.57	772.50	-686.93	-88.92%
5050 Course Personnel	180,873.39	180,315.58	557.81	0.31%
5060 Course Personnel O/T	3,645.91	1,440.20	2,205.71	153.15%
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	**$ 588,768.67**	**$ 507,074.59**	**$ 81,694.08**	**16.11%**
5200 EMPLOYEE BENEFITS				
5210 Payroll Taxes	41,278.71	36,415.62	4,863.09	13.35%
5230 State Unemployment	13,292.76	14,109.94	-817.18	-5.79%
5250 Health Insurance	9,097.32	15,950.02	-6,852.70	-42.96%
5260 Workmans Compensation	10,408.73	13,402.75	-2,994.02	-22.34%
5270 Retirement Plans	3,415.53	4,011.59	-596.06	-14.86%
Total 5200 EMPLOYEE BENEFITS	**$ 77,493.05**	**$ 83,889.92**	**-$ 6,396.87**	**-7.63%**

5400 ADMINISTRATIVE EXPENSES				
5420 Telephone	5,974.68	7,370.27	-1,395.59	-18.94%
5430 Professional Fees	21,222.95	19,768.96	1,453.99	7.35%
5436 Advertising	6,546.41	6,363.29	183.12	2.88%
5440 Office Expense	13,570.80	10,960.16	2,610.64	23.82%
5441 Bank Charges	73.74	152.74	-79.00	-51.72%
5442 Credit Card Fees	30,860.32	27,727.55	3,132.77	11.30%
5445 Postage	132.00	60.00	72.00	120.00%
5450 Training and Dues	1,400.00	645.00	755.00	117.05%
5461 Authority Secretarial Services	1,210.00	850.00	360.00	42.35%
5469 Other Outside Services	5,350.05	4,542.61	807.44	17.77%
5470 Other Administrative	8,111.48	5,534.68	2,576.80	46.56%
5480 Utilities	36,037.10	36,665.88	-628.78	-1.71%
5500 Liability Insurance	61,224.67	54,489.84	6,734.83	12.36%
5520 Interest Expense	8,856.67	1,591.71	7,264.96	456.42%
Total 5400 ADMINISTRATIVE EXPENSES	**$ 200,570.87**	**$ 176,722.69**	**$ 23,848.18**	**13.49%**
5600 SALES AND OPERATIONS				
5630 Golf Genius Software	1,291.68	0.00	1,291.68	
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	**$ 4,444.77**	**$ 3,723.50**	**$ 721.27**	**19.37%**
5700 PARK MAINTENANCE				
5710 Water	23,725.98	67,240.77	-43,514.79	-64.71%
5715 Nature and Open Space	0.00	179.99	-179.99	-100.00%
5720 Heating Fuel	7,623.64	8,186.83	-563.19	-6.88%
5730 Grounds Maintenance	20,749.18	17,116.61	3,632.57	21.22%
5740 Tree Maintenance	4,750.00	1,419.56	3,330.44	234.61%
5750 Agriculture and Chemicals				
5751 Agriculture&Chemicals-Purchased	34,032.07	19,855.33	14,176.74	71.40%
5752 Agriculture/Chemicals Utilized	26,155.44	6,870.13	19,285.31	280.71%
Total 5750 Agriculture and Chemicals	**$ 60,187.51**	**$ 26,725.46**	**$ 33,462.05**	**125.21%**
5760 Irrigation Maintenance	2,577.16	6,439.88	-3,862.72	-59.98%
5770 Consumable Tools	599.04	2,531.26	-1,932.22	-76.33%
5780 Tee and Green Supplies	1,229.69	1,890.49	-660.80	-34.95%
5795 Janitorial Supplies	20.88	301.72	-280.84	-93.08%
5800 Equipment Maintenance	25,688.64	21,165.13	4,523.51	21.37%
5810 Equipment Rental	170.00	0.00	170.00	
5820 Building Maintenance	29,185.29	15,590.12	13,595.17	87.20%
5840 Small Equipment	1,019.98	579.99	439.99	75.86%
5860 Gasoline/Diesel Fuel	10,251.13	11,175.93	-924.80	-8.27%
5880 Employee work clothes	183.75	115.00	68.75	59.78%
Total 5700 PARK MAINTENANCE	**$ 187,961.87**	**$ 180,658.74**	**$ 7,303.13**	**4.04%**
6000 CART EXPENSE				
6010 Cart Lease Expense	7,302.22	7,916.17	-613.95	-7.76%
6020 Electricity	11,450.03	9,334.48	2,115.55	22.66%
6030 Maintenance	2,155.77	1,255.81	899.96	71.66%
6050 Cart Insurance	2,800.00	2,800.00	0.00	0.00%

Total 6000 CART EXPENSE	$ 23,708.02	$ 21,306.46	$ 2,401.56	11.27%
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	$ 1,085,820.04	$ 973,375.90	$ 112,444.14	11.55%
Net Operating Income	$ 275,773.41	$ 334,315.55	-$ 58,542.14	-17.51%
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	220,010.00	172,074.00	47,936.00	27.86%
8001 Capital projects				
8100 Capital Projects - Cash	212,768.86	47,139.34	165,629.52	351.36%
Total 8001 Capital projects	$ 212,768.86	$ 47,139.34	$ 165,629.52	351.36%
Total Other Expenses	$ 432,778.86	$ 219,213.34	$ 213,565.52	97.42%
Net Other Income	-$ 431,329.05	-$ 219,213.34	-$212,115.71	-96.76%
Net Income	-$ 155,555.64	$ 115,102.21	-$270,657.85	-235.15%

OAK HILLS SALES ANALYSIS JANUARY 2024 FISCAL REPORT

Description	Jan-24	Jan-23	Inc/(Dec)	YTD FY24	YTD FY23	Inc/(Dec)
Revenue Rounds	271	440	-38.4%	25,193	23,817	5.8%
Season Pass Rounds	43	113	-61.9%	1,195	1,735	-31.1%
POS System Servicer Rounds	72	122	-41.0%	1,220	1,417	-13.9%
Barter Rounds	0	0	0.0%	0	0	0.0%
Comp Rounds	0	0	0.0%	0	0	0.0%
Total All Rounds	386	675	-42.8%	27,608	26,969	2.4%
Total Carts	25	0	0.0%	15,353	14,666	4.7%
Total Golf ID Cards	102	96	6.3%	220	180	22.2%
Total Season Passes	48	39	23.1%	48	40	20.0%
Total Gift Cards	1	2	-50.0%	186	211	-11.8%
Total GPS Ad Sales	0	0	0.0%	0	0	0.0%
Total $ Revenue Rounds	$5,192	$7,781	-33.3%	$876,119	$880,510	-0.5%
Total Carts $	$474	$0	0.0%	$283,497	$270,662	4.7%
Total Golf ID Cards $	$13,580	$11,990	13.3%	$23,866	$19,725	21.0%
Total Season Pass $	$106,480	$85,580	24.4%	$106,480	$87,705	21.4%
Total Gift Cards $	$75	$175	-57.1%	$15,306	$13,321	14.9%
Total GPS Advertising $	$0	$0	0.0%	$0	$0	0.0%
Rain Chks/Gift Cards Redeemed	-$467	-$60	678.3%	-$7,318	-$7,853	-6.8%
	$125,334	**$105,466**	**18.8%**	**$1,297,950**	**$1,264,070**	**2.7%**
$ Revenue/Revenue Round	**$19.16**	**$17.68**	8.3%	**$34.78**	**$36.97**	-5.9%
Carts/Revenue Round	**9.2%**	**0.0%**	0.0%	**60.9%**	**61.6%**	-1.0%
Cart $/Revenue Round	**$1.75**	**$0.00**	0.0%	**$11.25**	**$11.36**	-1.0%
Cart $/Cart Round	**$18.96**	**$0.00**	0.0%	**$18.47**	**$18.46**	0.1%
ID Card $/Card	**$133.14**	**$124.90**	6.6%	**$108.48**	**$109.58**	-1.0%
Resident Adult 18 Rounds	4	243	-98.4%	3,140	3,221	-2.5%
Resident Senior 18 Rounds	0	0	0.0%	2,112	3,017	-30.0%
Junior/Golf Team 18 Rounds	5	2	150.0%	1,381	1,230	12.3%
Golf League 18 Rounds	0	0	0.0%	50	60	-16.7%
Employee 18 Rounds	1	0	0.0%	472	408	15.7%
Non Resident 18 Rounds	261	187	39.6%	16,615	14,496	14.6%
Total 9 Hole Rounds	0	8	-100.0%	1,423	1,385	2.7%
Total Revenue Rounds	***271***	***440***	***-38.4%***	***25,193***	***23,817***	***5.8%***
Resident Adult 18 Rounds $	$81	$4,737	-98.3%	$115,411	$110,042	4.9%
Resident Senior 18 Rounds $	$0	$0	0.0%	$23,587	$89,871	-73.8%
Junior/Golf Team 18 Rounds $	$94	$40	135.0%	$28,878	$26,955	7.1%
Golf League 18 Rounds	$0	$0	0.0%	$17	$0	0.0%
Employee 18 Rounds $	$7	$0	0.0%	$3,247	$2,746	18.3%
Non Resident 18 Rounds $	$5,010	$2,852	75.7%	$671,825	$619,043	8.5%
Total 9 Hole Rounds $	$0	$152	-100.0%	$33,153	$31,854	4.1%
Total $ Revenue Rounds	***5,192***	***7,781***	***-33.3%***	***876,119***	***880,510***	***-0.5%***
Senior Non-Resident ID	14	10	40.0%	25	10	150.0%
Adult Non-Resident ID	4	4	0.0%	12	5	140.0%
Family ID	0	0	0.0%	0	0	0.0%
Total Non-Resident ID's	***18***	***14***	***28.6%***	***37***	***15***	***146.7%***
GolfNow Rounds	153	187	-18.2%	7,746	4,497	72.2%
GolfNow Dollars	$2,675	$2,852	-6.2%	$281,350	$171,791	63.8%
Dollars/Round	$17.48	$15.25	14.6%	$36.32	$38.20	-4.9%
City of Norwalk debt paydown	**$829.90**					

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Carts/Revenue Round	**9.2%**	**0.0%**	0.0%	**60.9%**	**61.6%**	-1.0%
Cart $/Revenue Round	**$1.75**	**$0.00**	0.0%	**$11.25**	**$11.36**	-1.0%
Cart $/Cart Round	**$18.96**	**$0.00**	0.0%	**$18.47**	**$18.46**	0.1%
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Dollars/Round	$17.48	$15.25	14.6%	$36.32	$38.20	-4.9%
City of Norwalk debt paydown	**$829.90**					

LICENSE AGREEMENT BY AND BETWEEN THE OAK HILLS PARK AUTHORITY AND ODEEN'S OHGC, LLC

THIS AGREEMENT, made as of the ___ day of February, 2024, by and between the OAK HILLS PARK AUTHORITY, a body politic and corporate of the State of Connecticut pursuant to statute and ordinance made and provided, hereinafter OHPA, and ODEEN'S OHGC, LLC (hereinafter "Odeen's"), organized and existing under the laws of the State of Connecticut, acting herein by its duly authorized member.

1. In exchange for the consideration hereinafter provided, OHPA grants an exclusive license to Odeen's to operate all food and beverage operations and or concessions at the Premises located in Oak Hills Park, Norwalk, Connecticut for the term herein specified. As used herein, the terms "Premises" shall means the portion of the restaurant located in the building containing the OHPA Welcome Center/Pro Shop, inclusive of the kitchen and storage or services areas (hereinafter "Clubhouse"), a "Half-Way House" located on the golf course, and grounds of the Park immediately adjacent to the Clubhouse structure suitable for periodic food and beverage sale or distribution (collectively, the "Premises").

2. The term of this grant is for the period April 1, 2024, through March 31, 2029 (the "License Term'), during which Odeen's shall, subject to its obligation hereunder, provide food service as is directed by the OHPA from time to time in consultation with the Licensee.

Odeen's agrees to provide a high level of food service, quality and value typically found in first-rate public golf course facilities in Fairfield County, and to be open to the public on dates and times to be determined by Odeen's, but in any event, at all times during the golf season, except as may be allowed for private catered events that do not inhibit public access to the main restaurant during the days and hours of golf play. OHPA shall continuously conduct public golf course operations at Oak Hills Park at all times during the golf season.

3. The fee for this license shall be a fixed monthly fee, plus percentages of the "gross sales" of Odeen's from the Premises ("Percentage Rent"), as set forth in Schedule A. Gross sales shall mean total gross sales net of taxes and gratuities. Gross sales shall apply to all sales by Odeen's at the Premises, inclusive of banquet and party sales, with the sole exception of beer cart sales, which shall not be included. Gross sales as aforesaid shall be calculated quarterly, and Percentage Rent shall be paid within ten days after the end of each quarter, with the first payment being due on July 10, 2024. To promptly and accurately calculate these percentages, Odeen's shall provide at all times direct access to Odeen's point of sale system, in addition to any separate food and beverage sale under any catering or similar agreement.

4. As utility expenses, Odeen's shall pay, in addition to the license fee, 70% of the gas and electric meter charges for the Clubhouse, 100% of gas and electric meter costs for the Half-way House, and 33% of the telephone expense for each facility, for the period of use under this License.

5. All fixed payments shall be due by the 10th of each month, commencing April 10, 2024 and all Percentage Rent and utility charges shall be paid within ten days of the end of each quarter. Payments that are late shall incur a 5% late fee. Any payment that is more than thirty days late will incur a $1,000.00 late payment fee.

6. Odeen's shall have the following additional affirmative obligations at its own cost:

a) To maintain the kitchen equipment and restaurant supplies provided by the OHPA hereunder (see separate attachment for listing) in good and safe working order, ordinary wear and tear excepted; provided that any repairs (other than minor, ordinary course repairs) and replacements of kitchen equipment and restaurant supplies shall be the responsibility of OHPA;

b) To provide all necessary security and supervision of the main restaurant, kitchen, storage areas, Half-Way House, and any temporary outdoor tent or related structures;

c) To provide market-priced food and beverage services to individuals or groups conducting outings at the golf course and or tennis facilities;

d) To keep, care, and maintain the restaurant, Half-Way House, and any temporary tent or related structure, clean and safe, and to maintain and conduct ordinary course repairs of all restaurant supplies and equipment. Odeen's shall have the obligation to obtain all standard insurance coverages for its liability, and shall name the City of Norwalk and the OHPA as additional insureds to the policy, and provide a certificate of insurance for same Odeen's shall keep such policies in full force and effect throughout the term of this Agreement.

e) To attend in the person of John Lloyd or a responsible representative, the regular evening monthly Board meeting of the OHPA, and to consider all legitimate public input with respect to the food and beverage operation, with the goal of providing exceptional service and value to the public. Such meetings are currently conducted by virtual means and there are no plans to return to in-person meetings;

f) To organize, supervise, and publicize to the general Norwalk community, its food and beverage services in a manner consistent with a high quality food and beverage provider serving a public recreational park users and the surrounding communities;

7. Except with the express permission of Odeen's, OHPA shall not provide or sell food or beverages to the users of Oak Hills Park, except in a circumstance in which

Odeen's is not providing the same. Water may be provided by OHPA to the public if provided without charge.

8. Odeen's shall indemnify, defend and save harmless the City of Norwalk and OHPA, and their respective officers, employees, agents and representative, for any, every and all claims and losses (i) that arise out of its food and beverage operations on the premises, and which was not caused as the result of OHPA negligence or (ii) for breach of this Agreement. OHPA shall indemnify, defend and save harmless Odeen's, for any bodily injury or property damage claims and losses that arise out of its golf course operations at Oak Hills Park, and which was not caused as the result of Odeen's negligence or breach of this Agreement. Odeen's shall maintain customary insurance policies including worker's compensation general liability, automobile liability and liquor liability coverages during the License Term, and name OPHA and the City of Norwalk as an additional insured under said policy. The liability limits of any such policy must equal or exceed $1,000,000.00 per person per incident. Each of Odeen's and OHPA shall also keep and maintain all other insurances required by law, including worker's compensation insurance for its employees.

9. Odeen's is required to maintain the highest quality of service. All rubbish must be kept in suitable containers and emptied promptly.

10. Neither Odeen's nor any of its patrons shall permit the use of any exterior AV, PA, or any other form of system, whether for the purpose of entertainment or otherwise, before 7:00 p.m., except on such days that the golf course is officially closed.

11. Either party may cancel this License upon three months written notice delivered in hand to the other party, without need for reasonable cause. Either party may cancel this agreement upon sixty days written notice for any reasonable cause, arising out of a material violation of any conditions of this Agreement by the other party. No written demand, notice to quit, or re-entry for condition broken shall be required to enable the OHPA to recover possession of the premises, and that any and all right to such is hereby expressly waived by Odeen's. Any valid termination hereunder by either party shall not give rise to any cause of action or claim of action for damages against the other party. No default hereunder, nor any right to take repossession of the premises herein, shall be in any way limited, reduced or restricted by acceptance of fees or failure to re-enter. OHPA shall have the right to terminate notwithstanding the foregoing, and may take possession of the premises the same as if the fee had not been accepted after default. OHPA may enter upon the licensed premises at any time for the purpose of inspection, to secure its safe operation, including the taking of exclusive possession upon the termination of this License for any reason. To the extent that Licensee fails to provide the contracted for food service, OHPA may, at its sole determination, provide for such food and beverage services through other Licensees or vendors.

12. Upon any termination or expiration of the Agreement, Odeen's agrees to vacate the premises and remove any items of equipment or furnishings it may own no later than ten (10) days after termination of the License, leaving the premises in broom clean

condition. Upon taking possession of the premises, Odeen's and the manager of OHPA will make a list of such items that have been brought to the premises by Odeen's, the ownership rights to which Odeen's will retain. The list shall be signed by both parties hereto and will be used as a guide as to those items to be removed by Odeen's upon the expiration or earlier termination hereof. Any updated list shall also be signed by the parties hereto. Anything incorporated into the premises or affixed thereto shall part of the premises and shall not be removed by Odeen's.

13. Prior to the commencement of the License Term, OHPA shall be required to complete all of the items set forth on Exhibit 2 to this Agreement. In addition, OHPA shall reimburse Odeen's for all expenses incurred by Odeen's in connection with the performance of the items set forth on Exhibit 2A to this Agreement, provided that any such reimbursement shall not exceed $800 in the aggregate. It shall be the responsibility of OHPA to maintain, repair and (as needed) replace the exterior of the buildings and grounds. Odeen's may not alter the interior or exterior of the buildings or the adjacent grounds or any other exterior grounds of the property without the express written prior consent of OHPA and the City of Norwalk. OHPA shall maintain, repair and (as needed) replace the building HVAC, plumbing, electrical and other systems at the Premises.

14. Odeen's is an independent contractor in relation to OHPA. Odeen's shall have no authority to hire or contract with any person as an employee or agent for or on behalf of OHPA for any purpose. Neither Odeen's nor any person engaged in any work related to the food and beverage concessions shall be deemed an employee or agent of OHPA, nor shall any such person be authorized to act as an agent or employee of OHPA, of the Oak Hills Park, or of the City of Norwalk.

15. This Agreement may not be transferred, assigned, sold, or otherwise let, in whole or in part, to any other person or entity without the prior written consent of the OHPA, which consent shall be wholly at the discretion of the OHPA. If such consent is not obtained, any such transfer or assignment shall be void and constitute grounds for termination of this license at the option of OHPA.

16. The Licensee must comply fully with all applicable federal, State and local laws, ordinances and regulations related to its license. OHPA reserves the right to inspect or show to future potential Licensees or any real estate broker, the premises at any time, but in such event not unreasonably interfere with the operation of the premises by Odeen's. All permits and licenses required as above must be secured by and at the sole expense of Odeen's and properly displayed, prior to commencement of operations hereunder.

17. OHPA covenants that, upon Odeen's having paid any sums due hereunder and upon its observing and performing all of the covenants of this License, it may peacefully and quietly use the premises for the sole purpose of operating the license as described herein, within the scope of the privilege hereby granted, during the License Term of this Agreement, subject to the terms, limitations, and conditions stated herein. Odeen's may

not erect any structures upon the premises, nor use them for any other purpose than herein stated.

When this License shall terminate by virtue of the end of the License term, or upon the other terms and conditions hereof, Odeen's and shall vacate the premises on or prior to that date, in clean condition and in the condition as at the commencement of this License, reasonable wear and tear excepted. In the event that the premises are not so vacated, OHPA may affirmatively deny any form of access to Odeen's following the date of termination, and Odeen's shall be responsible for the costs of any removal, cleaning, or repairing any excess wear and tear.

Odeen's shall also allow both the OHPA and any proposed new Licensee full access to the facilities herein licensed for evaluation of the facilities in the sixty days prior to the termination of this License.

18. Odeen's covenants with OHPA that, with respect to the premises, throughout the term hereof, it will commit no waste, nor suffer the same to be committed thereon, nor injure nor misuse the premises, that Odeen's will not assign this License nor underlet any part of the premises, nor make any alterations therein, nor use the same for any purpose or in any way than hereinbefore authorized, and that Odeen's shall be responsible for the proper performance of all of its obligations and covenants arising hereunder and shall deliver up the same at the expiration or earlier termination of this License in as good condition as they are now in, ordinary wear, damages and the elements not avoidable through regular maintenance, or other unavoidable casualties excepted.

19. If the premises become untenantable by fire or other casualty or golf course operations at Oak Hills Park are suspended for reasons unrelated to weather at any time during the golf season, the license fee due hereunder shall be suspended only for the portion of time that such untenantable condition or such operational suspension exists. Odeen's may terminate this License at any time after the thirtieth (30^{th}) day from the date of such casualty or suspension upon written notice to the OHPA delivered a minimum of ten days before the effective date of termination.

20. OHPA, the City of Norwalk, or their agents, employees, representative, etc., shall have the right to enter upon the premises, or any part thereof, at all reasonable hours for the purposes of examining same, or making such repairs, or alterations therein as may be determined to be made by OHPA or the City of Norwalk at their sole discretion. Such inspection or repairs shall be conducted so as to interfere as little as practicable with the operations of the licensee.

21. If any provision or portion of any provision of this License Agreement shall be deemed illegal or unenforceable for any reason whatsoever, the unaffected provisions or portions hereof shall remain in full force and effect.

22. The Oak Hills Park was created with federal funding of open spaces, and its use is subject to federal regulation, which presently is administered by the State of Connecticut Department of Energy and Environmental Protection (DEEP), and the use of the premises by the licensee is subject to any such regulation hereinbefore or hereinafter promulgated.

23. The entire agreement of the parties is contained herein. No change or modification or amendment hereof shall be valid and binding unless set forth in writing and signed by both parties hereto.

24. Odeen's acknowledges and understands that OHPA leases Oak Hills Park, including but not limited to, the herein licensed Premises, from the City of Norwalk (the "City"). Odeen's hereby represents and covenants that the City shall have the right to (1) periodically review the performance of this Agreement, and/or (2) terminate this Agreement without need for reasonable cause upon ninety (90) days advance written notice to Odeen's and OHPA. Odeen's hereby further represents and covenants that (1) it shall at all times (i) identify the licensed premises as publicly owned and operated as a public outdoor recreational facility in all its signage, literature and advertising materials, and (ii) operate it as such; (2) any fees charged to the public by Odeen's shall be competitive with similar private food and beverage operations and concessions; and (3) that the licensed Premises and activities subject to this Agreement shall at all times be operated by Odeen's for (i) public outdoor recreation purposes and in compliance with (x) the terms and conditions contained in the Lease by and between the Oak Hills Park Authority and the City of Norwalk dated December 22, 1992, as amended on August 17, 2012, and July 11, 2019, and (y) all applicable laws, including, but not limited to, all civil rights and accessibility legislation (e.g., Title VI of Civil Rights Act, Section 504 of Rehabilitation Act, and Americans with Disabilities Act), 54 U.S.C. Sections 200301 et seq., and 36 CFR 59, and indicate such compliance with such laws in signage posted in visible public areas, by statements in public information brochures, and other similar means.

IN WITNESS WHEREOF, the parties hereto have hereunto set their hands and seals the day and year first above written.

LICENSOR: OAK HILLS PARK AUTHORITY

____
Joseph Andrasko, Chair OHPA

LICENSEE: ODEEN'S OHGC, LLC

____
, Member, Duly Authorized

SCHEDULE A

FIXED MONTHLY FEE, SECURITY DEPOSIT AND PERCENTAGES OF GROSS REVENUE

As set forth in Paragraph 3 of the License Agreement:

A) FIXED MONTHLY FEE

For April 1, 2024 to March 31, 2025:	$1,000.00
For April 1, 2025 to March 31, 2029:	$2,000.00

B) PERCENTAGE OF GROSS REVENUE

For April 1, 2024 to March 31, 2025:	Three Percent (3%)
For April 1, 2025 to March 31, 2026	Four Percent (4%)
For April 1, 2026 to March 31, 2029	Five Percent (5%)

C) SECURITY DEPOSIT

A payment equal to 0.5% of the gross revenues will be made by Odeen's to OHPA toward a security deposit until such time as the amount of $5,000.00 is reached and in no event shall the security deposit exceed $5,000.00. The security deposit shall be returned to Odeen's immediately upon expiration or termination of this Agreement, and shall be subject to all CT statutes regulating security deposits.

EXHIBIT 2

- hood cleaning (OHPA)(Diamond Hood Cleaning / Angelo 2039479083)
- Hood inspection required for dishwasher (OHPA)
- Ansell inspection and fire extinguisher and fire exit sign checks Norwalk FD (OHPA)
- Correct the non compliance FD issue with the last inspection (OHPA)
- gas equipment to be checked and any faulty gas appliances to be repaired (top convection oven and 6 burner stove appear to be faulty) (OHPA) 203-922-1000 Gary's East Coast Service
- Strip warmers deemed faulty (LHS) to be serviced
- pest control program (OHPA)
- Put in place required HD signage for handwashing and food handling signage(OHPA)
- all perishable food and drink to be removed (OHPA)
- any faulty refrigeration to be repaired (OHPA) (Testa Refrigeration 203 470 2281/ Andy)
- missing ceiling tiles replaced, unlabelled chemicals discarded (OHPA)
- Glass decal 'smokin aces' signage in restaurant top be removed

EXHIBIT 2A

- floor drains cleared and cleaned (Odeen’s)
- grease traps cleaned (Odeen’s)
- a deep clean of the floors, and backboards in cooking areas (Odeen’s)
- dishwasher delimed (Odeen’s)
- walk-ins and fridges sanitized (Odeen’s)
- Ovens and fryers cleaned (Odeen’s)
- Hallways, corridors, stairwell and pantries to be swept scrubbed and sanitized
- Soda machine nozzles to be replaced and system lines sanitized (Odeen’s)

I♥NORWALK
FINANCE DEPARTMENT

City of Norwalk
Tom Ellis
Director of Management & Budgets
tellis@norwalkct.gov

Office: 203-854-7708

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

MEMORANDUM

March 4th, 2024

To: Members of the Board of Estimate & Taxation
Members of the Planning Commission
Members of the Common Council

From: Tom Ellis, Director of Management & Budgets TE

Re: Special Capital Appropriation Request from the Police Department for $657,000 to purchase vehicles.

Below is a request from the Police Department for a special capital appropriation in the amount of $657,000 to purchase vehicles. There will be a reduction of $657,000 in the Communication Console Account #0921-3610-5777-C0638 and an increase of $657,000 in the Cars and Vans Account #0924-3010-5777-C0665. Both accounts are in the Police Department. The current plan for this appropriation is to purchase:

- 2 Ford Mach E electric vehicles at $70,000 each to be utilized by the School Resource officers at each high school. This will show the City's commitment to renewable energy vehicles. These vehicles will be marked with Police decals and their respective High School mascot. $140,000 total

- 6 Patrol cars at $85,000k each (with upfits) -- $510,000 total

The total appropriation for the Communication Console account #0921-3610-5777-C0638 is $13,500,000. As of March 4, 2024, there is $6,578,250 available in this account.

ACTION REQUESTED:

1. REQUESTING, A reduction in the amount of $657,000 from the Police Communications Console Account #0921-3610-5777-C0638 for FY 2023-24 to purchase six vehicles for the Police Department.

2. REQUESTING, an increase in the amount of $657,000 in the Police Cars and Vans Replacement Account #0924-3010-5777-C0665 to purchase six new vehicles.

Finance recommends approval.

NORWALK
The Sound of Connecticut

CITY OF NORWALK
Office of the Mayor

P: 203-854-7701/ F: 203-854-7939

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

MEMORANDUM

To: Members of the Board of Estimate & Taxation
Members of the Planning Commission
Members of the Common Council

From: Harry Rilling, Mayor Harry W. Rilling

Re: Special Capital Appropriation Request from the Police Department for $657,000 to purchase vehicles.

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From: Walsh, James <JWalsh@norwalkct.gov>
Sent: Tuesday, February 20, 2024 2:57 PM
To: Ellis, Tom <TEllis@norwalkct.gov>; Evans, Melissa <MEvans@norwalkct.gov>; Docimo, Michael <MDocimo@norwalkct.gov>
Subject: Capital Budget

Tom,

In the 2025 Capital Budget, we originally submitted the following.

Cars and Vans - $900.000
Motorcycles - $120.000
Safe Boat Repair - $75.000

Total $1,095,000

After the proposed cut of $438.000, the total went to $657,000.

With proposed cuts

Cars and Vans – (243.000)
Motorcycles – (-120.000)
Safe boat repair- (-75.000)

Total - $657.000

After discussions with the Mayor, he authorized the following with the remainder of the Radio project which currently stands at $6,547,142.25

- $1.000.000.00 to fund Police Department projects
- $250.000 to remain in the existing Communications radio Capital budget to pay for change orders, and accessories, due to one small pending project at NHS to boost the signal of the radio, and one remaining Purvis FD installation
- $5,297,142.00 returned to the Finance Department

With the reallocation of the Radio funds these are the proposed Capital grants

Cars and vans – $355.000 (Radio money) + **$657.000**=1,012.000
Motorcycles - $140.000 (Radio money) = **$140.000**
Safe Boat Repair- $75.000 (radio money)= **$75.000**
Safe Boat Purchase $325.000 (Radio money) = **$325.000**
Duty Pistol Replacement $105.000 (Radio money) = **$105.000**

I don't know much about the mechanics, but I wanted to diversify the allocation to topple many projects instead of grabbing it all for cars and vans which raises an eye with the BET and Committees.

Thanks, Jimmy