FINANCE/CLAIMS COMMITTEE MEETING
Thursday, March 10, 2022, 7:00 P. M.
By Zoom Virtual Teleconference:

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

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

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

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

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

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

Listen mode only please dial 1 (646) 558-8656 Webinar ID: 874 9084 0474 Password: 377930

To take part in public participation:
https://www.norwalkct.org/1913/Meeting-Notices

AGENDA

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

   February 10, 2022 – Regular Meeting

   February 17, 2022 – Public Hearing and Special Meeting
5. Claims Committee: receive the monthly Claims Report; review and approve claims as required for Claims Report dated: March 10, 2022
6. Narrative on Tax Collections dated March 10, 2022 – Receive Report and discuss.
7. Monthly Tax Collector's Reports dated February 2022– Receive Report and discuss.
8. Receive Oak Hills Authority monthly Financial Statements for January 2022.
9. Update from the Tax Assessor's Office on Senior Tax Relief Program and preparation for City of Norwalk revaluation.
10. RESOLUTION: Requesting Special Emergency Funding from the ARPA Fund in the amount of $301,066 for the Fire Department to carry out Emergency repairs at Fire Station No. 1 at 90 New Canaan Avenue.
11. Adjournment.

CITY OF NORWALK
FINANCE/CLAIMS COMMITTEE
REGULAR MEETING
FEBRUARY 10, 2022

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

STAFF: Lisa Biagiarelli, Tax Collector, Chitsamay Lam, Comptroller, Henry Dachowitz, Chief Finance Officer

OTHERS: Carl Dickens, Oak Hills Park Authority, Mayor Harry W. Rilling, Tom Livingston; Barbara Smyth, Heidi Altman, Nicole Ayers, Common Council Members, Joyce Liu, Director Information Technology, Atty. Darin Callahan, Corporation Counsel

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

PUBLIC PARTICIPATION

There was no public participation.

APPROVAL OF THE MINUTES OF JANUARY 13, 2022

**** MS. MCMURRER MOVED THE MINUTES**
**** MOTION PASSED UNANIMOUSLY**

APPROVAL OF THE MINUTES OF THE SPECIAL MEETING OF JANUARY 20, 2022

**** MR. HEUVELMAN MOVED THE MINUTES**
**** THE MOTION PASSED WITH SIX (6) IN FAVOR AND ONE (1) ABSTENTION (MS. MCMURRER)**

CLAIMS COMMITTEE REPORT

Ms. Biagiarelli said there were two claims that needed special requests due to dollar amounts. One was a simple overpayment and the other was an overpayment of the Pepperidge Farm Account. The amount of the refund was in excess of $36,000.

**** MS. MCMURRER MADE A MOTION TO APPROVE THE CLAIMS COMMITTEE REPORT**
**** MOTION WAS APPROVED UNANIMOUSLY**

Ms. Biagarelli said collection went well and are preparing delinquent notices called demand for payment. She said those will go out in late February. Ms. Biagarelli said they are working with the Marshalls and the Health Department to assist with collections and have already collected about $25,000.

Mr. Burnett asked about the tax collection rate.

Ms. Biagarelli said they are on track will know more in February. Ms. Biagarelli said if we can keep collctions high it allows the Board of Estimate to set a lower mill rate. She said in the end that means tax relief for every taxpayer in Norwalk.

OAK HILL FINANCIAL STATEMENT

Mr. Dickens said the weather is getting better and they are seeing more and more golfers. He said we cleared the certificate of occupancy for the restaurant Mr. Dickens said the soft opening is March 1 and hopefully the date will hold.

He said because it was such a good year Oak Hills will be doing continuous cart paths. There is one section on the 7th hole where paving needs to be completed. Mr. Pickens said operating budget is over budget at $114,000 and there is $529,000 in bank. He concluded covid not good on the whole, but good for golf everywhere across the country.

On the expense side, expenses $82,000 lower due to cart lease. The club has paid back our annual 1% of gross revenue to the city which is $22,000. Mr. Pickens said Oak Hills is extending its line of credit for $250,000, but will not need to use it this year. He added 48 season passes were sold and it is limited to 50 and concluded people like the seasonal pass and hopefully with the additional rounds in 2021 golfers will come to the restaurant and spend more money and it becomes a revenue maker.

Mr. Burnett asked about the line of credit. Mr. Dickens said it is typically $225,000. If Oak Hills had to borrow it would have to be paid back by November 1, but that is not an issue.

Ms. Niedzielski-Eichner asked about repayment and how long it will take.

Mr. Dickens said no time limit was ever established.

AUTHORIZE THE MAYOR, HARRY W. RILLING TO EXECUTE ANY AND ALL DOCUMENTS NECESSARY TO UPGRADE WORLDOX SOFTWARE TO SAAS CLOUD-BASED SOLUTION, RECURRING COSTS $8,571, ONE-TIME MIGRATION FEE $1,920.

**** MS. REVOLUS MOVED THE ITEM**

Ms. Liu said the the upgrade will allow the law staff to access documents from home, office or the courtroom. It will cost $8571 for the license one time cost for data migration coming from the IT operating account.

Mr. Callahan said the cloud based software presents a unique opportunity. He added it was a program that Mr. Dachowitz rolled out to make data more secure. Mr. Callahan said through negotiations they were able to tack on a data security rider.

Mr. Keegan asked if this replaces something that exists. Ms. Liu confirmed and said the additional cost is $1819 for additional storage, $1265 for the upgrade and one time onboarding fee of $400.

Mr. Heuvelman asked if there will be increases over time. Ms. Liu said there will be additional charges if more is stored on the cloud and the current charge is $157.50 per month for 150 gigabytes.

Mr. Heuvelman said he wanted to find out how much the contract would increase down the line. Ms. Liu said she did not expect it to be a big increase.

**** THE MOTION PASSED UNANIMOUSLY**

CHIEF FINANCIAL OFFICER PRESENTS OVERALL OPERATING BUDGET 2022-2023

Mayor Rilling have an obligation to keep our taxes as low as possible but we have an obligation to our students. He said he wanted to commend Mr. Dachowitz and Tom Ellis and ongoing work with the Board of Education. Mayor Rillng said we gave to be prepared to make tough decisions. He added we have students with online learning did not progress as much as we hoped they would.

Tom Livingston joined the meeting at 7:46

Mr. Dachowitz made a presentation to the counsel.

He explained the laws of economics as they apply to budgeting.

Then he proceed to breakdown the numbers. Finance is recommending a $196.2 million budget for Board of Education. The Board of Education recommendation is $216. He explained Board of Education expenditures are about 60% of the budget. He pointed out there are additional expenditures that are not included in the budget. Mr. Dachowitz also referred to Covid and ARPA (American Rescue Plan Act) reimbursements to offset this year’s increase the past two years and final amount will arrive in May.

He pointed out $12-15 million has been targeted to Flood Migation Projects. Some money will go to community services and economic and community development and high speed optical cabling of the city.

Mr. Dachowitz stated Connecticut state law prohibits the city government from reducing an education budget from the prior year.

Mr. Dachowitz said the good news is the city and Norwalk Pubic School entered an efficiency study with Evergreen Technologies which began in the fall. The study covered both the schools and th city. The final report will be delivered to the city in late March.

The Board of Education's proposed increase to $216.3 or 7.8 million which is an increase of 3.75%. On the city side, the proposed increase $19.2 which is an increase of $7 million or 3.69%.

Mr. Dachowitz said he looks at which items have increased the most significantly and the biggest increase has come from the Finance Department. The accessor has to spend money to retain experts for the upcoming reevaluation in 2023. Finance is also migrating to a new information system.

Mr. Dachowitz mentioned increases to health, life and pension insurance. He added the IT department does a lot with limited resources and is hiring an additional employee for $60,000.

Mr. Dachowitz moved on to the Rainy Day fund. The fund was over $72 million for the current year and will shrink to $68,395,871 in the next fiscal year.

He explained how the tax levy effects the Mill Rate by district. He concluded the budget is balanced, fair, shows fiscal restraint and is affordable for single family owners.

Ms. McMurrer asked about in kind services performed for the Board of Education. Mr. Dachowitz said we process payroll and pay bills, the legal department assists with litigation and IT assists the Board of Education. He said there is an argument that we should bill the Board of Education, but he did not feel that was necessary.

Ms. Ayers asked about the Rainy Day Fund. Mr. Dachowitz said the Rainy Day Fund will partially offset some of the increases.

Ms. Ayers asked how much the city increase was last year. Mr. Dachowitz did not know the amount off hand but it was offset by ARPA money last year and the Board of Education was flat funded. He pointed out Rainy Day fund is for catastrophe not to offset tax increases and added the drawdown is a joint recommendation from himself and the Mayor.

Ms. McMurrer said what is the plan is if the study says anything is under funded.

Ms. Niedzielski-Eichner said the fair thing to look at is how much the monthly mortgage increase will be. She said her figures are that it will be a $13 increase for a $275,000 home and will only be $1 per month to reach the Board of Education request. She said do we have data on what is affordable and when we drive people out of the city.

Mr. Dachowitz said the Board of Education does not tell us where the money is going. He wants to know the return on investment. He said based on what he reads in Nancy On Norwalk more than half the students do not do science, math, read at grade level. He said they are spending $300 million and originally asked for a 9% increase. If we do not get the return he says No.

Ms. Niedzielski-Eichner disagreed and said that is not your job. That is a policy decision. She states our students are underperforming because we are not investing enough. She said our request from you is for the data. Ms. Niedzielski-Eicher said she would prefer to wait for the study to be completed before any decisions be made.

Mr. Dachowitz said he has been there 3 years and does not know where the money is going and that is why Evergreen was hired. He said he is not advocating any policies.

Ms. McMurrer said the funds were used to pay contractual obligations. She said the schools are playing catch up due to Covid.

Mayor Rilling said we have given higher funding to Board of Education. He explained when those funds run out the city has to take up the added expense. Mayor Rilling said we need to use those funds for one time expenses and it’s not an easy calculation. He pointed out we have senior citizens who have paid off their mortgage and their taxes are higher than their income. Mayor Rilling said we don’t want to force people out of the City of Norwalk because they can’t afford to pay their taxes. He said if we can increase funding for the Board of Education maybe we can and if we can we probably will.

Ms. Altman wanted to know if in 2019 did Norwalk become a Sanctuary City. Mayor Rilling clarified by stating Norwalk is a Title 4 city and we do not work or contact ICE based on status. We do work with them if they have a civil warrant and go with them to make sure the person and they are safe.

Ms. Altman added we do have a lot of students who did not read at level and need more funding and services.

Mr. Keegan asked about health care costs and said our consultant tends to start on the high end and goes the other way. Mr. Dachowitz said the consultant works for both the City and the Board of Education.

Mr. Burnett asked about last year's budget.

Mr. Dachowitz said we looked at the increase and offset it with the ARPA money and felt it was a good use.

Ms. Ayers asked about funding for Recreation and Parks. She said they asked for additional employees to maintain playing fields and parks. Ms. Ayers asked if Mr. Dachowitz could reconsider the funding for maintenance and clean parks.

Mayor Rilling said the city is looking at several ways to handle that. The first idea is to hire people to work part time for April to November and work directly on the fields. He said another possibility is to increase the budget to allow some workers to work overtime. Mayor Rilling said we are aware of the problem and are working on it

Mr. Kydes asked about information or data on what school programs or initiatives are still being financed and what is not.

Mr. Dachowitz said that is not part of his purview. He said the review might have some information to that and Mr. Kydes should make an inquiry directly to the Board of Education.

Mr. Burnett said there will be further opportunities to discuss the budget.

Mr. Heuvelman said Mr. Dachowitz stated the Council flatlined the Board of Education and he said that is not correct. Mr. Heuvelman said the Council made a recommendation on the cap. He said the Council decided how much money the city spends in the next fiscal year.

Mr. Dachowitz apologized for misspeaking. He said once the cap goes to the Board of Estimate every department can state their case to the Board of Estimate and they allocate the money to the different departments. Mr. Dachowitz said if the BET's recommendation is above the cap they have to determine where the cuts will be and at the end of the day sets the Mill Rate and the taxes.

Mr. Heuvelman added to what Mr. Kydes was saying about different programs that have changed how that money is absorbed and moved and he hopes it is revealed in some way. He said those are questions he has asked and were never answered and hopes they are revealed in the efficiency study.

**** MS. REVOLUS MADE A MOTION TO ADJOURN**
**** MOTION APPROVED UNANIMOUSLY**

The meeting adjourned at 9:12 pm.

G. Venuto
Telesco Secretarial Services

FINANCE/CLAIMS COMMITTEE
PUBLIC HEARING AND SPECIAL MEETING
FEBRUARY 17, 2022
VIA ZOOM VIRTUAL TELECONFERENCE

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

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

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

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

Members of the public who wish to provide public comment are encouraged to submit those via email in advance of the meeting. For these comments to be read into the record, they should be submitted at least three hours in advance of the meeting start time. Please email Chitsamay Lam at clam@norwalkct.org to provide written public comment prior to the meeting. Public should watch via the youtube link to the City of Norwalk CT is https://www.youtube.com/channel/UCRcAj0a6fNzo2prQ6LhSjVA Listen mode only please dial 1 (646) 558-8656 Webinar ID: 874 9084 0474
Register in advance for this webinar only to take part in public participation: https://www.norwalkct.org/1913/Meeting-Notices

ATTENDANCE: Gregory Burnett; David Heuvelman; Thomas Keegan; Jenn McMurrer; Nora Niedzielski Eichner; Diana Revolus; Mayor Harry Rilling; John Kydes (7:03 p.m.)

STAFF: Henry Dachowitz, Chief Financial Officer; Chitsamay Lam, Controller

OTHERS: Haitian Creole and Spanish Interpreters; Heidi Alterman; Nicol Ayers; Dominique Johnson; Barbara Smyth, Common Council members

PUBLIC HEARING

1. CALL TO ORDER

Mr. Burnett opened the public hearing at 6:33 p.m.

2. ROLL CALL

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

3. PUBLIC HEARING ON FISCAL YEAR 2022 - 2023 RECOMMENDED OPERATING BUDGET

Mr. Burnett offered opening remarks. He explained that the public hearing will not address items in the capital budget. The goal is to keep the tax rate as low as possible while maintaining City services. Mr. Burnett explained that they plan to draw down funds from the rainy day fund to provide tax relief; however, it is essential that the draw down has minimal impact on the City's financial posture so they can maintain their AAA bond rating. Mr. Burnett said this is not the end of the process, but is the beginning of the review process.

Mr. Burnett gave an overview of the public hearing procedure. He said that several e-mails were received prior to the meeting and shared with the Common Council members. Ms. Lam will read the e-mails. In addition there will be translators via Zoom.

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

Ms. Lam read letters from the following individuals that were submitted in support of the Board of Education's proposed operating budget.

Ms. Alison Noel, spoke in support of the Board of Education's proposed operating budget.

Ms. Adriana Hudson, spoke in support of the Board of Education's proposed operating budget.

Ms. Amy Strickland, spoke in support of the Board of Education's proposed operating budget.

Ms. April and AJ Winstrom, spoke in support of the Board of Education's proposed operating budget.

Ms. Bridget Connelly, spoke in support of the Board of Education's proposed operating budget.

Mr. Gary Wanamaker and Mr. Jason DePalma, spoke in support of the Board of Education's proposed operating budget.

At this point, Mr. Burnett suggested hearing from people who raised their hands to speak.

Ms. Gloria and Mr. Erik Niederer spoke in support of the Board of Education's proposed operating budget.

Mr. Kydes joined the meeting at 7:03 p.m.

Mr. Burnett acknowledged members of the Common Council who joined this evening's public hearing.

Ms. Sonia Moralez, spoke in support of the Board of Education's proposed operating budget.

Ms. Laura Garcia, spoke in support of the Board of Education's proposed operating budget.

Ms. Julie Flemming, spoke in support of the Board of Education's proposed operating budget.

Ms. Diane Lauricella, suggested parents study the Board of Education and City budget requests, line by line. She asked that the cap not be raised because there are areas of ineffectiveness in the Board of Education's budget. Ms. Lauricella said she hoped parents would be more demanding with the ECS funding. She outlined areas where savings could be found. She asked that some of the expensive Central office positions be scrubbed and donate that money to fund social and emotional consultants. Ms. Lauricella said there was a need for a permanent sustainability officer and she suggested making the grants coordinator position full time. Ms. Lauricella offered her assistant to help find important savings.

Rajne did not give last name), spoke in support of the Board of Education's proposed operating budget.

Ms. Diane Carpio, spoke in support of the Board of Education's proposed operating budget.

Ms. Jody Sattler, spoke in support of the Board of Education's proposed operating budget.

Ms. Astrid offered comments in Spanish.

Ms. Annie offered comments in Spanish.

Ms. Lam resumed reading letters from the following individuals that were submitted in support of the Board of Education's proposed operating budget.

Mr. Steve Richmond, spoke in support of the Board of Education's proposed operating budget. He also questioned why this public hearing was being held during a school vacation.

Ms. Aria Weisman, spoke in support of the Board of Education's proposed operating budget.

Mr. Edward Dillon, spoke in support of the Board of Education's proposed operating budget.
He also addressed comments made by Mr. Dachowitz.

Ms. Jennifer Fritz Romano, spoke in support of the Board of Education's proposed operating budget.

Ms. Jessica Garnet, spoke in support of the Board of Education's proposed operating budget.

Ms. Jessica Hurlehe, spoke in support of the Board of Education's proposed operating budget.

Mr. Burnett resumed hearing from people who raised their hands to speak.

Ms. Cathy Asata, spoke about issues her daughter faces at school and spoke in support of the Board of Education's proposed operating budget.

Ms. Lam resumed reading letters from the following individuals that were submitted in support of the Board of Education's proposed operating budget.

Mr. Justin Matley, spoke in support of the Board of Education's proposed operating budget.

A resident shared concerns about children using the restroom and expressed fear about the multiple threats last fall. They spoke in support of the Board of Education's proposed operating budget.

Mr. Heuvelman noted that the translator could be heard over the speakers on YouTube.

Mr. Leo Levett spoke in support of the Board of Education's proposed operating budget.

Ms. Maria Iaccona Maldonado spoke in support of the Superintendent's proposed operating budget.

Ms. Melissa Dino spoke in support of the Superintendent's proposed operating budget.

Ms. Natalia Cecal spoke in support of the Superintendent's proposed operating budget.

Mr. Paul Wells asked how it is they have high salaried staff in the Central Office and spoke in support of the Superintendent's proposed operating budget.

Ms. Sarah McGinty spoke in support of the Superintendent's proposed operating budget.

Ms. Tara Ferrara spoke in support of the Superintendent's proposed operating budget.

Ms. Tracy Barkley asked about funding athletics and music in the Norwalk public schools. She also addressed Mr. Dachowitz' comments.

Mr. Tyler Fairbane spoke in support of the Superintendent's proposed operating budget and asked how many staff were paid through the ESSER funds. He asked the City to support Public Works and Parks and Recreations.

Ms. Nalini Jones spoke in support of the Superintendent's proposed operating budget.

Mr. Sam Novia spoke in support of the Superintendent's proposed operating budget.

Ms. Michelle Tiani spoke in support of the Superintendent's proposed operating budget.

Ms. Sarah Waters spoke in support of the Superintendent's proposed operating budget.

Ms. Marie Ross and Mr. Mark Bonasera spoke in support of the Superintendent's proposed operating budget. They also spoke about the poor condition of the restrooms at Roton Middle School.

Ms. Ann Redicci spoke in support of the Superintendent's proposed operating budget.

Ms. Sue Randall spoke in support of the Superintendent's proposed operating budget.

Ms. Kerry Stanaslowsik spoke in support of the Superintendent's proposed operating budget.

Ms. Sarah LeMieux spoke in support of the Superintendent's proposed operating budget.

Ms. Iliana Zuniga spoke in support of the Superintendent's proposed operating budget and acknowledged comments made by Mr. Dachowitz.

Ms. Ilia Maldovanos spoke in support of the Superintendent's proposed operating budget and acknowledged comments made by Mr. Dachowitz.

Ms. Dana Malovir spoke in support of the Superintendent's proposed operating budget.

Mr. Drew Patrick spoke in support of the Superintendent's proposed operating budget. He acknowledged comments made by Mr. Dachowitz and spoke about the physical state of Roton Middle School.

Ms. Ana Tabachnek spoke in support of the Superintendent's proposed operating budget.

Ms. Jan Jeffries spoke in support of the Superintendent's proposed operating budget.

Ms. Janine Randolph spoke in support of the Superintendent's proposed operating budget.

There were no further speakers.

Mr. Burnett asked three times if there were any other people who wished to speak. Hearing none, he closed the public hearing at 9:03 p.m.

4. **ADJOURNMENT**

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

There was no further business and the public hearing closed at 9:03 p.m.

Respectfully submitted,

Rosemarie Lombardi
Telesco Secretarial Services

SPECIAL MEETING OF THE COMMON COUNCIL FINANCE AND CLAIMS COMMITTEE

ATTENDANCE: Gregory Burnett; David Heuvelman; Thomas Keegan; John Kydes; Jenn McMurrer; Nora Niedzielski Eichner; Diana Revolus; Mayor Harry Rilling

STAFF: Henry Dachowitz, Chief Financial Officer; Chitsamay Lam, Controller

OTHERS: Haitian Creole and Spanish Interpreters; Heidi Alterman; Nicol Ayers; Dominique Johnson; Barbara Smyth, Darlene Young, Common Council members

1. **CALL TO ORDER**

Mr. Burnett called the special meeting to order at 9:03 p.m.

2. **ROLL CALL**

Mr. Burnett called the Roll as indicated above.

3. **FISCAL YEAR 2022 - 2023 RECOMMENDED OPERATING BUDGET AND CAP REVIEW; DISCUSSION AND RECOMMENDATION TO THE COMMON COUNCIL**.

Mr. Burnett read the following resolution:

WHEREAS,

SECTION 1-289 OF THE NORWALK CHARTER REQUIRES THAT A MAJORITY OF THE COMMON COUNCIL VOTE TO ESTABLISH A SPECIFIC SPENDING LIMIT ON LOCALLY EXPENDITURES DURING THE PROCESS OF ESTABLISHING THE NEXT FISCAL YEAR'S OPERATING BUDGET.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF NORWALK THAT:

THE MAXIMUM LIMIT ON THE TOTAL APPROPRIATION FOR THE CITY OF NORWALK FOR FISCAL YEAR BEGINNING JULY 1, 2022 SHALL BE NO MORE THAN $391,732,046.

THIS APPROPRIATION CAP REPRESENTS TOTAL EXPENDITURES OF $414,117,874 LESS ESTIMATED INTERGOVERNMENTAL GRANTS OF $22,385,828.

BE IT FURTHER RESOLVED THAT THE RESULT OF THIS VOTE AND RESOLUTION, TOGETHER WITH THE ATTACHED 2022-2023 BUDGET GUIDE, BE FORWARDED BY THE CLERK OF THE CITY OF NORWALK TO THE FULL COMMON COUNCIL MEETING ON FEBRUARY 22, 2022.

**** MS. REVOLUS MOVED TO APPROVE THE RESOLUTION**

Mr. Burnett said this budget cap will provide the City with a 3.75% increase and the Board of Education with a 4.5% increase.

Mayor Rilling thanked the members of the Common Council and the Board of Education and all those who expressed their concerns. He said he worked with the CFO and his tea to revise the numbers. He added that me met with Dr. Estrella and assured her they would be meeting on a regular basis. This budget is not static and can be adjusted.

Mayor Rilling explained that the charge he gave to the City side was they would not hire any full time employees; however, the 3.75% on the City side would be used to hire a full time person for Parks and Recreation. This person will be responsible for the fields.

Mr. Burnett acknowledge Common Council members who were in attendance.

Mr. Dachowitz shared his screen and presented the revised operating budget. He explained how the mill rate is calculated for each district.

Ms. Niedzielski Eichner said she felt the numbers for the Norwalk Public schools is too low. She also asked why the rates went down in the Sixth district. Mr. Dachowitz shared his screen showing that the rates in the Sixth district went up on an average of 3.44%. He said these are revised numbers based on giving the Board of Education 4.5% and the City 3.75%.

Ms. Niedzielski Eichner said that the majority of people pay their taxes monthly and asked Mr. Dachowitz if he could provide the numbers if they wanted to consider increasing the Board of Education to 5.5% and including the incubator program. Mr. Dachowitz said he could run the model.

Ms. McMurrer asked about the mall and how that helps offset the tax increase. Mr. Dachowitz explained the tax abatement structure. Mayor Rilling added that the abatement was dud to the fact that the mall is located in an Enterprise Zone. He said that during the last budget season, the mall did not get any tax abatement. Mr. Dachowitz said there was a deadline to get a Certificate of Occupancy and they did not get it in on time. The City got an unexpected windfall that year.

Ms. Alterman said it is not in her nature to be rude to anyone, and asked Mr. Dachowitz what he has put into practice since that statement was made. Mr. Burnett asked Ms. Alterman to keep her questions related to the motion on the operating budget.

Ms. Alterman said she has not been able to get a solid answer as to when the Rainy Day fund was used and they were penalized for that. She said she understood the plan to use a little of it and asked if they could tap into it temporarily. Mr. Dachowitz said the Rainy Day fund is perceived very favorably by the people who lend the City money. The rating agencies do not look favorably if the funds are used to fill a gap. He said the City was wise in building up a Rainy Day fund, but it is a balancing act. The Mayor and the elected officials have to decide what to do.

Ms. Alterman asked if this was something they could look at temporarily. She said she is an advocate for the Board of Education and Parks and Recreation. She said the only argument she is hearing is that they do not want to raise taxes, but asked if there is an option to use some of the Rainy Day fund. Mr. Dachowitz said every year they can see if the Rainy Day fund has a sufficient balance so they can use some of the funds to bridge the budget.

Ms. Alterman said someone brought to her attention, that in 2016, the Board of Education had to tap into their funds for their insurance. Mr. Dachowitz explained that the City and Board of Education maintain three insurance funds. He said they are self insured, so when the balance goes down because of excessive claims, they will ask for more funding. He said that perhaps the Board of Education had significant claims that depleted the fund balance that year.

Ms. Niedzielski Eichner asked if the City was going to be doing a grand list update next year and what that might entail and what is the likely impact. Mr. Dachowitz described the procedure and said expenses will be incurred to get it done. He noted that when the mall came in, people in that district paid less.

Mr. Dachowitz said that Mr. Ford, the Tax Accessor told him that during Covid, most people worked from home and less commercial properties were being leased. Also individual families came into the City and they bid higher on homes. As a result the value of residential properties has gone up, while the value of commercial properties went down. The revaluation is 20 months away.

Ms. Johnson said that with the impending revaluation and the efficiency study could they draw down an additional $500,000 to address some of the issues being faced by young people. Mr. Dachowitz said that decision is made by the Mayor and Common Council. He said that if you determine that is what you want to do, then that is what will be done.

Ms. Johnson asked Mr. Dachowitz to fun a scenario where they draw down an additional $500,000. She noted that funding educational unfunded mandates is not easy and this weighs heavily on their hearts. Ms. Johnson said she does not want to lose anyone in the City. She thanked Mr. Dachowitz for the information.

Ms. Ayers said they need more than one person in Recreation and Parks. She asked how other departments received other increases. Mr. Dachowitz explained that 96% of the employees are in the union and get increases each year along with steps. He said they go to every department and review every line item. The Mayor reminds him that when they have a new position, it is a burden for 30 years. Mr. Dachowitz said he does the first go round with the Mayor and then they meet with the department head to come up with the CFO and Mayor's budget.

Ms. Alterman asked her colleagues to take into consideration the perspective of the quality of life for all residents.

Ms. Revolus told Mr. Dachowitz that she understood his words. She asked how this will effect our residents who need resources, but can get strangled by these increases. She asked how this looks for non-homeowners. Mr. Dachowitz explained that the tax is based on real estate. If people rent, the property owner is taxed, if their taxes go up, they may increase their rent to pay for the tax increase. If a person owns a vehicle, their tax will go up and that goes to the City.

Mr. Revolus noted that rents are not low and equal is not equitable. Those increases are not equitable for the community; the children are important, but they need to pay attention to the families. Ms. Revolus told Mr. Dachowitz that she understood what he said at the last meeting. She said she is a parent of a Norwalk public school student and she sees the good and the bad in the schools. She said that the Common Council and the Board of Education need to think about what is equitable for the community and what is sustainable. She thanked Mr. Dachowitz for his work.

Mr. Heuvelman thanked the parents who spoke and sent e-mails. He asked them to hang on to that energy and talk about the ECS funding in Hartford. He thanked Mr. Dachowitz for the information and said it was invaluable. He said he was happy they were able to move the needle up. He mentioned the funding that was approved for the Board of Education over the years and noted it is a substantial amount. Mr. Heuvelman said he felt the 4.5% increase for the Board of Education is where they need to be and he supports the resolution as it stands.

Mr. Keegan said he echoed what Ms. Revolus said. He said they can't look at things through their own lens. They need to look at if as people who can't afford the tax increase. He said that he heard the 3.75% increase does not cover current contractual obligations. He asked Mr. Dachowitz if he could answer if a 3.75% increase would cover the contractual obligations. Mr. Dachowitz said it was hard to answer on behalf of the Board of Education. Mr. Keegan said he did the arithmetic and the 3.75% was going to cover the contractual obligations even with an increase in the health benefit. He thanked Mr. Dachowitz for his explanation tonight.

Ms. Alterman said she would like to look at the Rainy Day fund and for those where an increase is a burden, there is an issue with undertaxed dwellings. She said she would like to advocate for those people.

Ms. Young said she was glad to listen to all the comments. She said they do not know where they are headed and need to be mindful of that. She said they go through this every year, and they are not cavalier about it. Ms. Young said they need to change the process, so it is not so contentious.

Ms. Young said she was glad to see the Mayor raised the cap from where they started, but they do not need to go higher than that. She said she hopes this resolution passes and they can move forward. She thanked Mr. Dachowitz for all the work he does and noted that this is not an easy position. She also thanked the entire staff. She expressed her thanks to

Mayor Rilling for getting something for Parks and Recreation. The goal is to make improvements and enhancements on the City and Board of Education sides and they need to be ok with not getting everything they want.

**** MOTION PASSED BY ROLL CALL VOTE WITH FOUR (4) IN FAVOR (MR. BURNETT; MR. HEUVELMAN; MR. KYDES; MR. KEEGAN) AND THREE (3) ABSTENTIONS (MS. MCMURRER; MS. NIEDZIELSKI EICHNER; MS. REVOLUS)**

Mr. Burnett thanked everyone. He acknowledged Ms. Lam for her outstanding job of reading all those e-mails. He also acknowledged her entire Finance team, Mr. Dachowitz, Ms. Lam and Mr. Ellis.

4. ADJOURNMENT

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

There was no further business, and the meeting was unanimously adjourned at 10:27 p.m.

Respectfully submitted,

Rosemarie Lombardi
Telesco Secretarial Services

AGENDA

MARCH 10TH 2022

CLAIMS COMMITTEE MEETING

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

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

MOTOR VEHICLE

ACAR LEASING LTD	20-MV-300341	$522.27	PRORATION
	20-MV-400174	$446.28	PRORATION
ACAR LEASING LTD	20-MV-300339	$285.93	PRORATION
	20-MV-300474	$492.56	PRORATION
AGUIRRE-BENITES NARDO F	18-MV-301312	$39.03	PRORATION
ALLYN LAURA A	18-MV-301855	$132.07	PRORATION
ANGLE STEPHANIE DENISE	20-MV-302599	$67.37	PRORATION
ARGUETA-ROMERO NOHEMYS	20-MV-400768	$50.79	PRORATION
BAILEY-SAEED LENA MAXINE	18-MV-374606	$36.34	PRORATION
BALDERRAMA BROS LLC	20-MV-304160	$51.00	PRORATION
CATALAN-OLIVA FIDEL DE JESUS	20-MV-310682	$36.53	PRORATION
	20-MV-310681	$22.27	PRORATION
CCAP AUTO LEASE LTD	20-MV-310841	$529.52	PRORATION
	20-MV-311195	$312.38	PRORATION
COLEMAN TERRY CECIL JR	20-MV-313104	$79.07	PRORATION
CONCEPCION LILY B	20-MV-313305	$19.53	PRORATION
DAIMLER TRUST	20-MV-315373	$419.62	PRORATION
DAIMLER TRUST	20-MV-315304	$496.40	PRORATION
DAIMLER TRUST	20-MV-315403	$371.09	PRORATION
DOROMAL NOEL THOMAS	20-MV-318777	$194.04	PRORATION
DUBON-MARROQUIN MARTA A	20-MV-318606	$38.08	PRORATION
FIORDELISI JAMIE M	20-MV-322077	$109.62	PRORATION

AGENDA

MARCH 10TH 2022

CLAIMS COMMITTEE MEETING

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

PAY TO:	BILL No & AMOUNT REFUNDED		REASON
GILBERT MARCELIN	17-MV-326009	$584.66	PRORATION
	18-MV-800809	$410.50	PRORATION
GLAZKOVA SVETLANA NIKOLAEVNA	20-MV-325439	$55.79	PRORATION
GONZALEZ-COCHE MATEO ABDIAS	18-MV-405844	$75.65	PRORATION
GONZALEZ-DEJESUS ALFREDO	20-MV-326048	$113.80	PRORATION
HONDA LEASE TRUST	20-MV-329594	$137.29	PRORATION
	20-MV-407476	$106.05	PRORATION
HONDA LEASE TRUST	20-MV-329605	$273.83	PRORATION
	20-MV-329672	$396.68	PRORATION
	20-MV-329979	$440.28	PRORATION
	20-MV-407377	$274.60	PRORATION
HROMYK ANATOLIY V	20-MV-330747	$31.88	PRORATION
HYUNDAI LEASE TRUST	20-MV-332710	$141.20	PRORATION
HYUNDAI LEASE TRUST	20-MV-331126	$197.88	PRORATION
HYUNDAI LEASE TRUST	20-MV-331158	$299.52	PRORATION
	20-MV-331210	$235.39	PRORATION
	20-MV-331345	$134.05	PRORATION
	20-MV-407750	$495.85	PRORATION
KNS EXCAVATION SERVICES LLC	20-MV-408862	$34.11	PRORATION
LATO MICHAEL DOMINICK	20-MV-337319	$303.64	PRORATION
LIONETTI MARK R	20-MV-338446	$548.65	PRORATION
MANNELLA MICHAEL RICHARD			
MANNELLA MICHELLE	20-MV-409921	$575.43	PRORATION
NEW ENGLAND OVERHEAD DOOR SERV	20-MV-348438	$136.66	PRORATION

AGENDA

MARCH 10TH 2022

CLAIMS COMMITTEE MEETING

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

PAY TO:	BILL No & AMOUNT REFUNDED		REASON
NISSAN INFINITI LT	20-MV-347217	$448.93	PRORATION
OCHOA-CERVANTES ROBERTO	20-MV-348271	$106.98	PRORATION
POMARICO MICHAEL N	19-MV-354368	$76.57	PRORATION
	20-MV-352152	$80.24	PRORATION
PRESCOTT EDWARD JAMES	20-MV-412790	$182.80	PRORATION
RANDAZZO NATALIE ANN	20-MV-413041	$47.32	PRORATION
RAWSON EDMUND G 4TH	20-MV-353769	$64.07	PRORATION
RIOS EVELYN	20-MV-354697	$159.62	PRORATION
SANCHEZ ANGEL JESUS	20-MV-357376	$17.26	PRORATION
	20-MV-357375	$100.83	PRORATION
SIGNS BY ANTHONY INC	20-MV-359690	$17.86	PRORATION
TOMLINSON SPENCER J	20-MV-363848	$40.03	PRORATION
TOYOTA LEASE TRUST	20-MV-364509	$430.68	PRORATION
TOYOTA LEASE TRUST	19-MV-411205	$764.63	PRORATION
USB LEASING LT	20-MV-366188	$42.84	PRORATION
VAULT TRUST	20-MV-367365	$471.20	PRORATION
VW CREDIT LEASING LTD	20-MV-368842	$288.98	PRORATION
	20-MV-368994	$219.43	PRORATION

REAL ESTATE

CORELOGIC			
3 VALLEY VIEW RD G/4			
5-22B-5-G/4	20-RE-104995	$1,964.37	PAID WRG PAR

AGENDA

MARCH 10TH 2022

CLAIMS COMMITTEE MEETING

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

PAY TO:	BILL No & AMOUNT REFUNDED		REASON
CORELOGIC			
71 AIKEN ST K/11			
5-21-382-K/11	20-RE-101876	$122.00	OVER PYMT
FALCONE JOANNES			
71 AIKEN ST 1/1	20-RE-108836	$122.00	OVER/DUP PYMT
5-21-382-1			
15 AUBURN ST	20-RE-108837	$3,053.50	OVER/DUP PYMT
5-81-83-0			
MOREY DONALD J			
MOREY MARGARET ANN			
12 PERSHING ST			
5-11-26-0	20-RE-118521	$3,678.06	PAID IN ERR
MURDOCK SALLY ANN	18-RE-118827	$360.00	ABATE SEWER
2 FLINTROCK RD	19-RE-118835	$367.00	
5-62-94-0	20-RE-118808	$183.50	
PARNELL WARREN			
2 FLINTROCK RD			
5-62-94-0	20-RE-118808	$183.50	ABATE SEWER

AGENDA

MARCH 10TH 2022

CLAIMS COMMITTEE MEETING

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

PAY TO:	BILL No & AMOUNT REFUNDED		REASON
ROJAS ANA & CONDORI HECTOR			
73 STUART AVE			
1-7-3-0	20-RE-122893	$3201.69	OVER PYMT
TSAHIRIDIS TRIATAFILAS & ANAS			
46 ELMWOOD AVE			
2-37-6-0	19-RE-127288	$250.00	ENT STATE CREDIT

SPECIAL REQUESTS

CORELOGIC TAX SERVICE			
212 ROWAYTON AVE	19-RE-123164	$6,923.31	SPECIAL ABATE
6-23A-42-0	20-RE-123152	$18,147.48	SPECIAL ABATE
RAMIREZ ROBERT NICOLE			
27 SASQUA RD			
3-24B-12-0	20-RE-122078	$10,822.89	DUP PAYMENT
SIXTY-FOUR FORT POINT ST LLC			
64 FORT POINT ST			
3-33-25-0	20-RE-124899	$21,083.52	OVER/DUP PYMT

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

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

125 East Avenue Room 105
Norwalk, Connecticut 06851
www.norwalkct.org

To: Mayor Harry Rilling; Board of Estimate and Taxation; Finance & Claims Committee
From: Lisa Biagiarelli, Tax Collector
Date: March 4, 2022
Re: Narrative for February 2022 Tax Collector's Report

As of the end of February, 2022, representing eight out of 12 months, or two thirds, of the fiscal year, we collected more than $345 million against our $353 million adjusted levy, or **97.87%**. We collected **96.61%** of our sewer use levy, nearly $16 million, and **89.82%** of the Industrial Pretreatment Program (IPP) fee billing on behalf of the WPCA. Compared with the prior fiscal year, we ended the month of February ahead of last year for collection of taxes (1.84%), sewer use (1.92%), and the IPP fee (5.71%).

For prior years' collections, through the end of February 2022, we show a net collection of in excess of $3.4 million since the beginning of this fiscal year on July 1, 2021. This amount is approximately $1.5 million more than what we collected during the first eight months of the prior fiscal year, and is attributable to the tax sale held in October 2021. We collected in excess of **$8.5 million** on behalf of the city since November 2019 on properties originally slated for the tax sale. Our budgeted collection goals for both the fiscal year ending 2021, and the current fiscal year ending 2022, are predicated on the infusion of revenue generated by the tax sale.

The redemption period for the tax sale expires on April 18, 2022, a little more than a month from now. Properties that are not redeemed will be deeded over to the successful bidders. As of this writing, six out of 12 properties have not redeemed, meaning six properties out of the original 248 properties have the potential to be deeded over on April 19, 2022. The link to the sale website is: City of Norwalk Tax Sale 2021 (arcgis.com)

During February and March 2022, we have been issuing alias tax warrants for selected accounts owing past due business personal property taxes. These are served by a state marshal. We have also coordinated with the Department of Health, and any business establishment owing past due business personal property taxes for more than one year was not able to renew their health permit without paying their back taxes. Maintaining high current and back tax collection rates promotes budgetary stability and allows the Board of Estimate and Taxation to set lower mill rates for all taxpayers. A higher current collection rate enables less of an allowance for "uncollectible" taxes, and correspondingly lower mill rates.

The second installment collection period ended on February 1, and we issued delinquent notices, called demand for payment notices, at the end of February. We expect to file lien continuing certificates by the middle of March.

Our in-person office hours remain **Monday through Friday, from 8:30 am to 4 pm.** No appointment is needed, and we do not close for lunch. We also continue to offer other payments options, including online payment, pay-by-phone, and paying by mail. We continue to adhere to all directives and protocols as communicated by the Administration and the Department of Health. In the interest of maintaining customer satisfaction and our collection rates, we continue to accommodate those who expect in-person service.

I expect to be on vacation and consequently will not attend at the April 14, 2022 Finance and Claims Committee meeting. I will attend the meetings of the Board of Estimate and Taxation in March and in April.

TAX COLLECTOR'S REPORT
FEBRUARY 2022

ITEM 7

FISCAL YEAR 2021-2022 (2020 GRAND LIST)	ORIGINAL LEVY	ADJ. TAX COLLECTIONS JUN 21 - FEB 22	COLLECTION %	CORRECTED LEVY*	CHANGE IN LEVY	COLLECTION %
AUTOMOBILE-REGULAR	$21,672,160.18	$19,769,325.44	91.22%	$21,334,411.94	($337,748.24)	92.66%
AUTOMOBILE-SUPPLEMENTAL	$4,219,965.63	$3,198,600.69	75.80%	$4,208,440.17	($11,525.46)	76.00%
PERSONAL PROPERTY	$22,966,731.64	$21,902,709.54	95.37%	$23,003,663.66	$36,932.02	95.21%
REAL ESTATE	$308,716,745.40	$300,643,233.73	97.38%	$304,495,273.93	($4,221,471.47)	98.73%
TOTAL TAX	**$357,575,602.85**	**$345,513,869.40**	**96.63%**	**$353,041,789.70**	**($4,533,813.15)**	**97.87%**
SEWER USE	$16,488,685.00	$15,778,136.55	95.69%	$16,331,457.16	($157,227.84)	96.61%
IPP FEE	$187,000.00	$170,660.47	91.26%	$190,000.00	$3,000.00	89.82%

FISCAL YEAR 2020-2021 (2019 GRAND LIST)	ORIGINAL LEVY	JUN 20 - FEB 21				
AUTOMOBILE-REGULAR	$20,760,190.24	$18,841,362.43	90.76%	$20,456,412.42	($303,777.82)	92.10%
AUTOMOBILE-SUPPLEMENTAL	$2,974,458.75	$2,204,798.56	74.12%	$2,981,798.30	$7,339.55	73.94%
PERSONAL PROPERTY	$20,000,411.00	$19,242,319.11	96.21%	$20,040,502.48	$40,091.48	96.02%
REAL ESTATE	$310,928,205.46	$297,320,340.20	95.62%	$308,078,628.04	($2,849,577.42)	96.51%
TOTAL TAX	**$354,663,265.45**	**$337,608,820.30**	**95.19%**	**$351,557,341.24**	**($3,105,924.21)**	**96.03%**
SEWER USE	$16,883,967.00	$15,987,435.74	94.69%	$16,883,034.84	($932.16)	94.70%
IPP FEE	$200,500.00	$169,280.04	84.43%	$201,249.78	$749.78	84.11%

TAX DIFFERENCE 2020 G.L. vs. 2019 G.L. INCREASE/(DECREASE)	$2,912,337.40	$7,905,049.10	1.44%	$1,484,448.46	($1,427,888.94)	1.84%
SEWER DIFFERENCE 2020 G.L. vs. 2019 G.L. INCREASE/(DECREASE)	($395,282.00)	($209,299.19)	1.00%	($551,577.68)	($156,295.68)	1.92%
IPP DIFFERENCE 2020 G.L. vs. 2019 G.L. INCREASE/(DECREASE)	($13,500.00)	$1,380.43	6.83%	($11,249.78)	$2,250.22	5.71%

BACK TAXES COLLECTED	FISCAL YR 2020-2021 (JUL 21 - FEB 22)	FISCAL YR 2019-2020 (JUL 20 - FEB 21)	CUR YR vs.PRIOR YR INC/(DEC)
PRIOR TAXES	$1,474,550.58	$327,559.19	$1,146,991.39
PRIOR SEWER USE FEE	$212,265.20	$164,147.25	$48,117.95
PRIOR IPP FEE	$12,291.12	$10,859.66	$1,431.46
TOTAL PRIOR TAX, SEWER & IPP	**$1,699,106.90**	**$502,566.10**	**$1,196,540.80**
CURRENT INTEREST	$463,953.21	$606,304.37	($142,351.16)
PRIOR INTEREST	$954,082.60	$679,161.81	$274,920.79
SEWER USE FEE INTEREST	$77,987.46	$58,846.47	$19,140.99
IPP FEE INTEREST	$5,671.54	$5,990.01	($318.47)
TOTAL INTEREST COLLECTED	**$1,501,694.81**	**$1,350,302.66**	**$151,392.15**
PRIOR LIEN FEE	$11,082.73	$10,348.36	$734.37
CURRENT LIEN FEE	$0.00	$0.00	$0.00
TOTAL LIEN FEE COLLECTED	**$11,082.73**	**$10,348.36**	**$734.37**
MISC FEES COLLECTED**	**$264,608.71**	**$89,898.40**	**$174,710.31**
TOTAL PRIOR TAX, ALL INTEREST & ALL FEES	**$3,476,493.15**	**$1,953,115.52**	**$1,523,377.63**

* CORRECTED LEVY INCLUDING CERTIFICATES OF CORRECTION & SUSPENSE TRANSFERS

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

Updated through ***1/31/2022***

Year To Date

		Budget	Actuals	Variance	Var %	Comments
Sales	Revenue Rounds	22,172	22,708	536	2.4%	
	Non-Revenue Rounds	4,217	5,091	874	20.7%	Includes season passholder rounds
	Total Rounds	26,389	27,799	1,410	5.3%	
	Carts	15,032	15,993	961	6.4%	Summer heat and light rain likely drove up rentals; higher rounds played have a direct effect here too
	ID Cards	325	135	(190)	-58.5%	Course closure kept players away. Many renew membership when they return to play for the season

		Budget	Actuals	Variance	Var %	Comments
P&L	Golf Revenue	1,129,213	1,141,014	11,801	1.0%	High October greens fees and cart revs helped drive us over-budget, offset by course closure in January
	Tennis Revenue	24,000	24,000	-	0.0%	
	Restaurant Revenue	15,000	14,363	(637)	-4.2%	Revenue to be booked and received quarterly
	Other Revenue	25,121	6,303	(18,818)	-74.9%	Budget includes $15k for golf simulator not purchased; tenant rental income ended in Aug'21
	Total Revenue	**1,193,334**	**1,185,680**	**(7,654)**	**-0.6%**	
	Management Salary	122,904	125,999	3,095	2.5%	
	Operations Salary	118,684	118,907	223	0.2%	
	Maintenance Salary	269,644	267,798	(1,846)	-0.7%	
	Employee Benefits	95,080	88,424	(6,656)	-7.0%	Payroll taxes and health insurance premiums are slightly under budget
	Administrative	115,345	112,036	(3,309)	-2.9%	
	Interest & Insurance	52,381	51,220	(1,161)	-2.2%	
	Sales & Operations	9,429	28,819	19,390	205.6%	Fridge/freezer repairs in Clubhouse approved by the Authority in May for FY21 occurred in July
	Park Maintenance	136,783	102,830	(33,953)	-24.8%	Ag&Chem ($16k) and water ($14k) lower than expected. Some timing - Ag&Chem will increase in the spring
	Park Equipment	42,279	41,452	(827)	-2.0%	
	Carts	68,867	12,728	(56,139)	-81.5%	New cart lease treated as capital lease (added to fixed assets) rather than operating as assumed in budget
	Operating Expense	**1,031,396**	**950,213**	**(81,183)**	**-7.9%**	
	Operating Income	**161,938**	**235,467**	**73,529**	**45.4%**	
Balance Sheet	Capital Improvements	(243,500)	(218,661)	24,839	-10.2%	Restaurant construction / improvements; cart path paving project completed
	Line of Credit Balance	-	-	-		
	Cash Balance	301,607	302,713	1,106	0.4%	

Updated through ***1/31/2022***

		Rest of Year				
		Budget	**Proj.**	**Variance**	**Var %**	**Comments**
Sales	Revenue Rounds	13,199	13,375	176	1.3%	With cart path paving complete and an operating restaurant, expect a slight uptick in revenue
	Non-Revenue Rounds	2,510	2,510	-	0.0%	Projections are still in line with Budget
	Total Rounds	**15,709**	**15,885**	176	**1.1%**	
	Carts	8,948	9,300	352	3.9%	With cart path paving complete and an operating restaurant, expect a slight uptick in revenue
	ID Cards	836	1,000	164	19.6%	Projections are still in line with Budget

		Budget	**Proj.**	**Variance**	**Var %**	**Comments**
P&L	Golf Revenue	752,312	765,000	12,688	1.7%	With cart path paving complete and an operating restaurant, expect a slight uptick in revenue
	Tennis Revenue	16,800	16,800	-	0.0%	Projections are still in line with Budget
	Restaurant Revenue	15,000	15,000	-	0.0%	Projections are still in line with Budget
	Other Revenue	22,279	380	(21,899)	-98.3%	No movement on golf simulator nor new tenant for front entrance house
	Total Revenue	**806,391**	**797,180**	**(9,211)**	**-1.1%**	
	Salaries	369,024	369,024	-	0.0%	Projections are still in line with Budget
	Employee Benefits	56,520	56,520	-	0.0%	Projections are still in line with Budget
	Administrative	63,227	63,227	-	0.0%	Projections are still in line with Budget
	Debt Service & Insurance	42,342	42,342	-	0.0%	Projections are still in line with Budget
	Sales & Operations	7,571	11,000	3,429	45.3%	Most of the overage should be over with but there will likely be additional expenses
	Park Maintenance	78,917	112,000	33,083	41.9%	Some timing of Ag&Chem ytd; more spend will come in the spring
	Park Equipment	26,721	26,721	-	0.0%	Projections are still in line with Budget
	Carts	52,792	5,500	**(47,292)**	**-89.6%**	Renewed cart lease will be treated as a **capital** lease, **expensed** as Depreciation. No effect on cash
	Operating Expense	**697,114**	**686,334**	**(10,780)**	**-1.5%**	
	Uncategorized Exp/Rev					
	Operating Income	**109,277**	**110,846**	**1,569**	**1.4%**	
Balance Sheet	Capital Improvements	(35,898)	(60,737)	(24,839)	69.2%	Includes golf simulators and improvements to grounds and structures in the park.
	Line of Credit Balance	-	-	-		We do not expect to borrow during the remainder of this fiscal year.
	Cash Balance	319,567	308,297	(11,270)	-3.5%	YTD projections are still close to being in line with Budget

Oak Hills Park Authority
FY22 Actual vs. Budget

ITEM 8

	January Act	January Bud	Var $	Var %	YTD Act	YTD Bud	Var $	Var %
REVENUE								
4000 · REVENUES								
4001 · Golf Revenue								
4010 · Golf Fees	$852	$8,729	-$7,877	-90.2%	$758,481	$706,364	$52,117	7.4%
4020 · I.D. Cards	$10,185	$35,097	-$24,912	-71.0%	$18,215	$42,727	-$24,512	-57.4%
4025 · Season Pass	$8,666	$11,250	-$2,584	-23.0%	$75,022	$78,750	-$3,728	-4.7%
4030 · Tournament Fees	$0	$0	$0	0.0%	$45,195	$49,230	-$4,035	-8.2%
4050 · Cart Revenue	$0	$0	$0	0.0%	$243,417	$255,854	-$12,437	-4.9%
4055 · GolfBoard Revenue	$0	$0	$0	0.0%	$0	$861	-$861	-100.0%
4060 · Golf Revenue - Gift Certif.	$350	$801	-$451	-56.3%	$15,389	$14,844	$545	3.7%
4070 · Gift & Rain Checks Redeemed	$0	-$85	$85	-100.0%	-$14,705	-$19,418	$4,713	-24.3%
Total 4001 · Golf Revenue	**$20,053**	**$55,792**	**-$35,739**	**-64.1%**	**$1,141,014**	**$1,129,213**	**$11,801**	**1.0%**
4100 · Tennis Revenue	$0	$0	$0	0.0%	$24,000	$24,000	$0	0.0%
4200 · Rental Income	$0	$1,375	-$1,375	-100.0%	$2,750	$9,625	-$6,875	-71.4%
4300 · Investment Income	$76	$35	$41	118.6%	$796	$263	$533	202.8%
4400 · Misc. Income	$0	$33	-$33	-100.0%	$2,758	$233	$2,524	1081.8%
4500 · Golf Simulator Revenue	$0	$4,000	-$4,000	-100.0%	$0	$15,000	-$15,000	-100.0%
4600 · Restaurant Income	$1,563	$0	$1,563	0.0%	$14,363	$15,000	-$637	-4.2%
4700 · Advertising Revenue	$0	$0	$0	0.0%	$0	$0	$0	0.0%
Total Other Revenue	**$1,640**	**$5,443**	**-$3,804**	**-69.9%**	**$44,666**	**$64,121**	**-$19,455**	**-30.3%**
TOTAL REVENUE	**$21,692**	**$61,235**	**-$39,543**	**-64.6%**	**$1,185,680**	**$1,193,334**	**-$7,654**	**-0.6%**
EXPENSE								
5000 · PERSONNEL EXPENSE								
5010 · Management Salary	$18,098	$17,500	-$598	-3.4%	$125,999	$122,904	-$3,095	-2.5%
5030 · Operations	$2,176	$2,430	$254	10.5%	$118,923	$118,684	-$240	-0.2%
5040 · Operations O/T	$0	$0	$0	0.0%	-$16	$0	$16	0.0%
5050 · Course Personnel	$26,039	$24,813	-$1,226	-4.9%	$174,587	$167,818	-$6,769	-4.0%
5060 · Course Personnel O/T	$0	$0	$0	0.0%	$1,290	$0	-$1,290	0.0%
5070 · Seasonal Personnel	$1,117	$0	-$1,117	0.0%	$90,914	$100,561	$9,647	9.6%
5080 · Seasonal Personnel O/T	$0	$0	$0	0.0%	$1,006	$1,266	$260	20.5%
Total 5000 · PERSONNEL EXPENSE	**$47,430**	**$44,743**	**-$2,687**	-6.0%	**$512,704**	**$511,232**	**-$1,473**	-0.3%
5200 · EMPLOYEE BENEFITS								
5210 · Payroll Taxes	$3,587	$4,070	$483	11.9%	$38,936	$43,348	$4,412	10.2%
5230 · State Unemployment	$3,825	$2,868	-$957	-33.4%	$16,111	$15,449	-$662	-4.3%
5250 · Health Insurance	$2,150	$2,509	$359	14.3%	$14,805	$17,564	$2,759	15.7%
5260 · Workmans Compensation	$1,144	$1,525	$381	25.0%	$14,678	$14,742	$64	0.4%
5270 · Retirement Plans	$562	$620	$58	9.3%	$3,894	$3,976	$82	2.1%
Total 5200 · EMPLOYEE BENEFITS	**$11,268**	**$11,592**	**$324**	2.8%	**$88,424**	**$95,080**	**$6,655**	7.0%
5400 · ADMINISTRATIVE EXPENSES								
5420 · Telephone	$1,127	$757	-$370	-48.9%	$6,057	$5,296	-$762	-14.4%
5430 · Professional Fees	$2,665	$2,792	$127	4.5%	$18,565	$19,542	$977	5.0%
5436 · Advertising	$967	$913	-$54	-5.9%	$7,064	$8,297	$1,233	14.9%
5440 · Office Expense	$720	$618	-$103	-16.6%	$9,247	$9,115	-$132	-1.5%
5441 · Bank Charges	$18	$25	$7	27.1%	$266	$203	-$63	-30.8%
5442 · Credit Card Fees	$2,025	$1,216	-$809	-66.5%	$30,813	$28,494	-$2,319	-8.1%
5445 · Postage	$58	$0	-$58	0.0%	$116	$122	$6	4.9%
5450 · Training and Dues		$543	$543	100.0%	$991	$2,854	$1,863	65.3%
5461 · Authority Secretarial Services	$120	$140	$20	14.3%	$1,090	$980	-$110	-11.2%
5469 · Other Outside Services	$872	$828	-$44	-5.3%	$4,355	$3,877	-$478	-12.3%
5470 · Other Admin	$756	$951	$195	20.5%	$7,204	$6,655	-$549	-8.2%
5480 · Utilities	$3,158	$2,407	-$751	-31.2%	$26,267	$29,911	$3,644	12.2%
5499 · Bad Debt Expense	$0	$0	$0	0.0%	$0	$0	$0	0.0%
5490 · Water	$0	$0	$0	0.0%	$0	$0	$0	0.0%
Total 5400 · ADMINISTRATIVE EXPENSES	**$12,486**	**$11,190**	**-$1,296**	-11.6%	**$112,036**	**$115,345**	**$3,310**	2.9%
5500 · DEBT SERVICE AND INSURANCE								

Oak Hills Park Authority
FY22 Actual vs. Budget

ITEM 8

	January Act	January Bud	Var $	Var %	YTD Act	YTD Bud	Var $	Var %
5500 · Liability Insurance	$6,940	$7,177	$236	3.3%	$48,584	$50,237	$1,653	3.3%
5520 · Interest	$351	$211	-$140	-66.2%	$2,637	$2,144	-$493	-23.0%
Total 5500 · DEBT SERVICE AND INSURANCE	**$7,292**	**$7,388**	**$96**	1.3%	**$51,220**	**$52,381**	**$1,161**	2.2%
5600 · SALES AND OPERATIONS								
5620 · Clubhouse/Pro Shop Maint.	$1,367	$1,000	-$367	-36.7%	$25,859	$7,000	-$18,859	-269.4%
5640 · Golf Pro Supplies	$0	$0	$0	0.0%	$2,036	$2,029	-$7	-0.4%
5680 · Golf Pro Work Clothes	$0	$0	$0	0.0%	$924	$400	-$524	-130.9%
Total 5600 SALES AND OPERATIONS	**$1,367**	**$1,000**	**-$367**	-36.7%	**$28,819**	**$9,429**	**-$19,390**	-205.6%
5700 · PARK MAINTENANCE								
5710 · Water	$686	$656	-$30	-4.6%	$28,265	$42,505	$14,240	33.5%
5720 · Heating Fuel	$1,696	$2,602	$906	34.8%	$4,703	$6,282	$1,579	25.1%
5730 · Grounds Maintenance	$0	$25	$25	100.0%	$27,551	$20,878	-$6,674	-32.0%
5740 · Tree Maintenance	$0	$0	$0	0.0%	$0	$4,750	$4,750	100.0%
5751 · Agriculture&Chemicals-Purch	$0	$0	$0	0.0%	$21,120	$51,910	$30,791	59.3%
5752 · Agriculture/Chemicals Utilized	$0		$0	0.0%	$14,557	$0	-$14,557	0.0%
5760 · Irrigation Maintenance	$155	$406	$251	61.8%	$4,328	$8,153	$3,824	46.9%
5770 · Consumable Tools	$0	$433	$433	100.0%	$1,714	$2,111	$397	18.8%
5780 · Tee and Green Supplies	$0	$141	$141	100.0%	$573	$147	-$427	-290.9%
5795 · Janitorial Supplies	$0	$0	$0	0.0%	$20	$48	$28	59.1%
Total 5700 · PARK MAINTENANCE	**$2,537**	**$4,262**	**$1,725**	40.5%	**$102,830**	**$136,783**	**$33,953**	24.8%
5800 · PARK EQUIPMENT								
5800 · Equipment Maintenance	$1,290	$2,315	$1,025	44.3%	$21,668	$21,416	-$252	-1.2%
5820 · Building Maintenance	$2,440	$3,555	$1,115	31.4%	$10,722	$10,877	$155	1.4%
5840 · Small Equipment	$0	$0	$0	0.0%	$456	$2,500	$2,044	81.8%
5860 · Gasoline/Diesel Fuel	$0	$0	$0	0.0%	$7,852	$7,486	-$366	-4.9%
5880 · Employee work clothes	$254	$0	-$254	0.0%	$754	$0	-$754	0.0%
Total 5800 · PARK EQUIPMENT	**$3,984**	**$5,870**	**$1,886**	32.1%	**$41,452**	**$42,279**	**$827**	2.0%
6000 · CART EXPENSE								
6010 · Cart Lease Expense	$0	$0	$0	0.0%	$0	$55,328	$55,328	100.0%
6020 · Electricity	$411	$57	-$354	-619.8%	$8,998	$9,579	$581	6.1%
6030 · Maintenance	$0	$0	$0	0.0%	$931	$1,160	$229	19.8%
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	**$811**	**$457**	**-$354**	-77.4%	**$12,728**	**$68,867**	**$56,138**	81.5%
7001 · Uncategorized Expenses								
TOTAL OPERATIONAL EXPENSE	**$87,175**	**$86,503**	**-$672**	-0.8%	**$950,214**	**$1,031,395**	**$81,181**	7.9%
TOTAL OPERATIONAL NET INCOME	**-$65,482**	**-$25,267**	**-$40,215**	159.2%	**$235,466**	**$161,939**	**$73,527**	45.4%
Restructured City Debt	$1,353	$562	-$791	-140.9%	$80,817	$64,268	-$16,549	-25.8%
Commercial Debt	-$264	$5,672	$5,936	104.6%	$73,995	$39,705	-$34,290	-86.4%
	$0	$0	$0	0.0%	$0	$0	$0	0.0%
Total BS Debt Payments	**$1,089**	**$6,234**	**$5,144**	82.5%	**$154,812**	**$103,973**	**-$50,839**	-48.9%
NET INCOME BEFORE CAPITAL EXPENSES	**-$65,482**	**-$25,267**	**-$40,215**	159.2%	**$235,466**	**$161,939**	**$73,527**	45.4%
8000 · OTHER EXPENSE								
8000 · Depreciation/Amortization								
8000 · Depreciation/Amortization Non Cash	$22,462	$22,500	$38	0.2%	$157,236	$157,500	$264	0.2%
8001 · Capital projects								
8100 - Capital Proj Cash	$5,141	$8,000	$2,859	35.7%	$218,661	$243,500	$24,839	10.2%
8101 - Capital Proj Financed	$0	$0	$0	0.0%	$0	$0	$0	0.0%
8006 · Disposed Assets	$0	$0			-$2,450			
Capital Contribution								
Total 8000 · OTHER EXPENSE	$22,462	$22,500	$2,897	0.2%	$154,786	$157,500	$25,103	1.7%
NET INCOME	**-$87,945**	**-$47,767**	**-$40,177**	84.1%	**$80,680**	**$4,439**	**$76,242**	1717.7%

OAK HILLS PARK AUTHORITY
Balance Sheet FY22
As of January 31, 2022

	Total			
	As of Jan 31, 2022	As of Jan 31, 2021 (PY)	Change	% Change
ASSETS				
Current Assets				
Bank Accounts				
1000 Cash				
1021 NBT Money Market	302,748.38	298,777.77	3,970.61	1.33%
1022 NBT Payment Account	-7,587.02	-15,414.12	7,827.10	50.78%
1023 NBT Rent Escrow Sec Apt Right	1.00	1,351.00	-1,350.00	-99.93%
1024 NBT Capital Reserve Savings Account	6,150.59	0.00	6,150.59	
1050 Petty	1,400.00	1,400.00	0.00	0.00%
Total 1000 Cash	**$ 302,712.95**	**$ 286,114.65**	**$ 16,598.30**	**5.80%**
Total Bank Accounts	**$ 302,712.95**	**$ 286,114.65**	**$ 16,598.30**	**5.80%**
Accounts Receivable				
1201 Accounts Receivable	11,451.30	450.00	11,001.30	2444.73%
Total Accounts Receivable	**$ 11,451.30**	**$ 450.00**	**$ 11,001.30**	**2444.73%**
Other Current Assets				
1100 Inventory	55,045.48	50,750.75	4,294.73	8.46%
1200 Receivables	5,063.25	1,246.09	3,817.16	306.33%
1300 Prepaid Expenses	15,885.43	10,842.87	5,042.56	46.51%
Total Other Current Assets	**$ 75,994.16**	**$ 62,839.71**	**$ 13,154.45**	**20.93%**
Total Current Assets	**$ 390,158.41**	**$ 349,404.36**	**$ 40,754.05**	**11.66%**
Fixed Assets				
1500 Fixed Assets				
1505 Machinery and Equipment	1,597,008.13	1,067,156.87	529,851.26	49.65%
1510 Accumulated Depreciation/Amort.	-4,145,612.09	-3,889,121.11	-256,490.98	-6.60%
1520 Furniture & Fixtures	47,635.23	50,085.23	-2,450.00	-4.89%
1560 Leasehold Improvements	88,497.24	35,894.79	52,602.45	146.55%
1561 Park Improvements	1,821,963.05	1,782,769.53	39,193.52	2.20%
1562 Restaurant	2,277,134.66	2,277,134.66	0.00	0.00%
1565 Amortize Leasehold Improvements	-42,676.54	-27,555.42	-15,121.12	-54.88%
Total 1500 Fixed Assets	**$1,643,949.68**	**$1,296,364.55**	**$ 347,585.13**	**26.81%**
Total Fixed Assets	**$1,643,949.68**	**$1,296,364.55**	**$ 347,585.13**	**26.81%**
TOTAL ASSETS	**$2,034,108.09**	**$1,645,768.91**	**$ 388,339.18**	**23.60%**
LIABILITIES AND EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable				
2000 *Accounts Payable	30,322.90	23,531.54	6,791.36	28.86%
Total Accounts Payable	**$ 30,322.90**	**$ 23,531.54**	**$ 6,791.36**	**28.86%**
Other Current Liabilities				

2051 Accounts Payable - OHMGA Revenue	10.00	100.00	-90.00	-90.00%
2100 Accrued Payroll	17,236.80	13,523.30	3,713.50	27.46%
2104 Accrued retirement contribution	181.19	158.05	23.14	14.64%
2105 Accrued Vacation Pay	24,800.92	25,325.89	-524.97	-2.07%
2200 Accrued Expenses	32,805.50	45,247.50	-12,442.00	-27.50%
2210 Security Deposit-Entrance House				
2212 Security Dep - Apt 2 Right	0.00	1,350.00	-1,350.00	-100.00%
Total 2210 Security Deposit-Entrance House	**$ 0.00**	**$ 1,350.00**	**-$ 1,350.00**	**-100.00%**
2250 Deferred Revenue				
2251 Tournament Deposits	5,300.00	3,300.00	2,000.00	60.61%
2254 Other Deferred	162,776.97	172,714.15	-9,937.18	-5.75%
Total 2250 Deferred Revenue	**$ 168,076.97**	**$ 176,014.15**	**-$ 7,937.18**	**-4.51%**
Total Other Current Liabilities	**$ 243,111.38**	**$ 261,718.89**	**-$ 18,607.51**	**-7.11%**
Total Current Liabilities	**$ 273,434.28**	**$ 285,250.43**	**-$ 11,816.15**	**-4.14%**
Long-Term Liabilities				
2701 Consolidated City Debt	1,965,968.03	2,068,711.05	-102,743.02	-4.97%
2767 Deere Credit, Inc. Sweeper Vac	0.00	1.09	-1.09	-100.00%
2768 Deere Credit Inc. Greens Roller	0.00	1,743.12	-1,743.12	-100.00%
2770 Deere Credit Inc. Hybrid Mower	0.00	0.89	-0.89	-100.00%
2772 Wells Fargo 2017 Aera-Vator	372.96	1,236.18	-863.22	-69.83%
2773 DLL Finance Club Car CA550G Utility Cart	1,548.50	3,096.50	-1,548.00	-49.99%
2774 Wells - Sod Cutter, Progator, 3500-D Groundsmaster	14,143.91	27,742.33	-13,598.42	-49.02%
2775 Deere Credit, Inc. Hybrid Mower	7,453.17	13,529.39	-6,076.22	-44.91%
2776 Wells Fargo MTE 2018 TurfCo Blower	3,215.92	4,449.99	-1,234.07	-27.73%
2777 DLL Finance Club Car CA502 Utility Cart	4,599.95	6,439.97	-1,840.02	-28.57%
2778 Wells Fargo Used Kubota Tractor Mini Ex	17,640.27	22,386.69	-4,746.42	-21.20%
2779 Wells Fargo Groundsmaster Mower and Procore Aeration	47,977.70	0.00	47,977.70	
2780 DLL Club Car 2021 Cart Fleet	291,915.84	0.00	291,915.84	
2781 GPSi Visage Software 2021 Cart Fleet	73,440.00	0.00	73,440.00	
Total Long-Term Liabilities	**$2,428,276.25**	**$2,149,337.20**	**$ 278,939.05**	**12.98%**
Total Liabilities	**$2,701,710.53**	**$2,434,587.63**	**$ 267,122.90**	**10.97%**
Equity				
3000 Fund Balance				
3010 Fund Balance - Beginning	0.00	-42,873.28	42,873.28	100.00%
Total 3000 Fund Balance	**$ 0.00**	**-$ 42,873.28**	**$ 42,873.28**	**100.00%**
3500 Reserves				
3550 Reserve for Contingencies	0.00	405,368.10	-405,368.10	-100.00%
Total 3500 Reserves	**$ 0.00**	**$ 405,368.10**	**-$405,368.10**	**-100.00%**
3900 Retained Earnings	-529,621.39	-1,295,566.94	765,945.55	59.12%
Net Income	-137,981.05	144,253.40	-282,234.45	-195.65%
Total Equity	**-$ 667,602.44**	**-$ 788,818.72**	**$ 121,216.28**	**15.37%**
TOTAL LIABILITIES AND EQUITY	**$2,034,108.09**	**$1,645,768.91**	**$ 388,339.18**	**23.60%**

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

	Total			
	Jan 2022	Jan 2021 (PY)	Change	% Change
Income				
4000 REVENUES				
4001 Golf Revenue				
4010 Golf Fees	852.00	8,594.00	-7,742.00	-90.09%
4020 I.D. Cards	10,185.00	14,710.00	-4,525.00	-30.76%
4025 Season Pass	8,665.83	16,886.82	-8,220.99	-48.68%
4030 Tournament Fees	0.00	0.00	0.00	
4050 Cart Revenue	0.00	0.00	0.00	
4055 GolfBoard Revenue	0.00	0.00	0.00	
4060 Golf Revenue - Gift Certif.	350.00	250.00	100.00	40.00%
4070 Gift & Rain Checks Redeemed	0.00	0.00	0.00	
Total 4001 Golf Revenue	$ 20,052.83	$ 40,440.82	-$ 20,387.99	-50.41%
4200 Rental Income	0.00	1,375.00	-1,375.00	-100.00%
4300 Investment Income	76.40	54.30	22.10	40.70%
4600 Restaurant Income	1,563.25	0.00	1,563.25	
Total 4000 REVENUES	$ 21,692.48	$ 41,870.12	-$ 20,177.64	-48.19%
Total Income	$ 21,692.48	$ 41,870.12	-$ 20,177.64	-48.19%
Gross Profit	$ 21,692.48	$ 41,870.12	-$ 20,177.64	-48.19%
Expenses				
5000 PERSONNEL EXPENSE				
5010 Management Salary	18,098.29	13,584.56	4,513.73	33.23%
5030 Operations	2,175.91	2,524.97	-349.06	-13.82%
5040 Operations O/T	0.00	0.00	0.00	
5050 Course Personnel	26,039.44	30,362.80	-4,323.36	-14.24%
5060 Course Personnel O/T	0.00	0.00	0.00	
5070 Seasonal Personnel	1,116.50	-281.70	1,398.20	496.34%
5080 Seasonal Personnel O/T	0.00	0.00	0.00	
Total 5000 PERSONNEL EXPENSE	$ 47,430.14	$ 46,190.63	$ 1,239.51	2.68%
5200 EMPLOYEE BENEFITS				
5210 Payroll Taxes	3,587.20	3,491.53	95.67	2.74%
5230 State Unemployment	3,825.41	3,518.70	306.71	8.72%
5250 Health Insurance	2,149.73	2,852.73	-703.00	-24.64%
5260 Workmans Compensation	1,143.57	1,132.90	10.67	0.94%
5270 Retirement Plans	561.68	644.39	-82.71	-12.84%
Total 5200 EMPLOYEE BENEFITS	$ 11,267.59	$ 11,640.25	-$ 372.66	-3.20%
5400 ADMINISTRATIVE EXPENSES				
5420 Telephone	1,126.53	818.38	308.15	37.65%
5430 Professional Fees	2,665.14	2,665.14	0.00	0.00%
5436 Advertising	967.45	1,000.03	-32.58	-3.26%
5440 Office Expense	720.31	777.97	-57.66	-7.41%

5441 Bank Charges	18.05	30.05	-12.00	-39.93%
5442 Credit Card Fees	2,024.91	2,087.38	-62.47	-2.99%
5445 Postage	58.00	0.00	58.00	
5450 Training and Dues	0.00	200.00	-200.00	-100.00%
5461 Authority Secretarial Services	120.00	130.00	-10.00	-7.69%
5469 Other Outside Services	872.28	731.90	140.38	19.18%
5470 Other Administrative	755.50	836.82	-81.32	-9.72%
5480 Utilities	3,157.95	3,577.72	-419.77	-11.73%
5500 Liability Insurance	6,940.49	3,830.59	3,109.90	81.19%
5520 Interest Expense	351.43	168.87	182.56	108.11%
Total 5400 ADMINISTRATIVE EXPENSES	**$ 19,778.04**	**$ 16,854.85**	**$ 2,923.19**	**17.34%**
5600 SALES AND OPERATIONS				
5620 Clubhouse Maintenance	1,366.54	0.00	1,366.54	
Total 5600 SALES AND OPERATIONS	**$ 1,366.54**	**$ 0.00**	**$ 1,366.54**	
5700 PARK MAINTENANCE				
5710 Water	686.27	884.29	-198.02	-22.39%
5720 Heating Fuel	1,695.93	1,579.67	116.26	7.36%
5730 Grounds Maintenance	0.00	32.33	-32.33	-100.00%
5760 Irrigation Maintenance	155.00	418.94	-263.94	-63.00%
5770 Consumable Tools	0.00	449.95	-449.95	-100.00%
5780 Tee and Green Supplies	0.00	276.91	-276.91	-100.00%
5800 Equipment Maintenance	1,290.17	1,886.12	-595.95	-31.60%
5820 Building Maintenance	2,439.90	1,090.29	1,349.61	123.78%
5880 Employee work clothes	254.33	125.24	129.09	103.07%
Total 5700 PARK MAINTENANCE	**$ 6,521.60**	**$ 6,743.74**	**-$ 222.14**	**-3.29%**
6000 CART EXPENSE				
6020 Electricity	410.88	55.50	355.38	640.32%
6050 Cart Insurance	400.00	400.00	0.00	0.00%
Total 6000 CART EXPENSE	**$ 810.88**	**$ 455.50**	**$ 355.38**	**78.02%**
Total Expenses	**$ 87,174.79**	**$ 81,884.97**	**$ 5,289.82**	**6.46%**
Net Operating Income	**-$ 65,482.31**	**-$ 40,014.85**	**-$ 25,467.46**	**-63.65%**
Other Expenses				
8000 Depreciation/Amortization	22,462.26	22,124.56	337.70	1.53%
8001 Capital projects				
8100 Capital Projects - Cash	5,140.60	0.00	5,140.60	
Total 8001 Capital projects	**$ 5,140.60**	**$ 0.00**	**$ 5,140.60**	
Total Other Expenses	**$ 27,602.86**	**$ 22,124.56**	**$ 5,478.30**	**24.76%**
Net Other Income	**-$ 27,602.86**	**-$ 22,124.56**	**-$ 5,478.30**	**-24.76%**
Net Income	**-$ 93,085.17**	**-$ 62,139.41**	**-$ 30,945.76**	**-49.80%**

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

	Total			
	Jul 2021 - Jan 2022	Jul 2020 - Jan 2021 (PY)	Change	% Change
Income				
4000 REVENUES				
4001 Golf Revenue				
4010 Golf Fees	758,481.02	858,632.85	-100,151.83	-11.66%
4020 I.D. Cards	18,215.00	22,727.00	-4,512.00	-19.85%
4025 Season Pass	75,022.36	68,287.72	6,734.64	9.86%
4030 Tournament Fees	45,195.00	34,110.00	11,085.00	32.50%
4050 Cart Revenue	243,417.00	272,849.15	-29,432.15	-10.79%
4055 GolfBoard Revenue	0.00	889.00	-889.00	-100.00%
4060 Golf Revenue - Gift Certif.	15,389.00	14,124.00	1,265.00	8.96%
4070 Gift & Rain Checks Redeemed	-14,705.12	-19,958.85	5,253.73	26.32%
Total 4001 Golf Revenue	**$ 1,141,014.26**	**$ 1,251,660.87**	**-$ 110,646.61**	**-8.84%**
4100 Tennis Revenue	24,000.00	15,000.00	9,000.00	60.00%
4200 Rental Income	2,750.00	9,625.00	-6,875.00	-71.43%
4300 Investment Income	795.61	352.15	443.46	125.93%
4400 Misc. Income	2,757.61	-390.92	3,148.53	805.42%
4600 Restaurant Income	14,362.67	13,650.00	712.67	5.22%
4700 Advertising Revenue	0.00	0.00	0.00	
Total 4000 REVENUES	**$ 1,185,680.15**	**$ 1,289,897.10**	**-$ 104,216.95**	**-8.08%**
Total Income	**$ 1,185,680.15**	**$ 1,289,897.10**	**-$ 104,216.95**	**-8.08%**
Gross Profit	**$ 1,185,680.15**	**$ 1,289,897.10**	**-$ 104,216.95**	**-8.08%**
Expenses				
5000 PERSONNEL EXPENSE				
5010 Management Salary	125,999.39	94,265.38	31,734.01	33.66%
5030 Operations	118,923.11	124,440.91	-5,517.80	-4.43%
5040 Operations O/T	-15.81	1,075.01	-1,090.82	-101.47%
5050 Course Personnel	174,587.37	174,977.67	-390.30	-0.22%
5060 Course Personnel O/T	1,290.25	771.72	518.53	67.19%
5070 Seasonal Personnel	90,913.87	78,162.68	12,751.19	16.31%
5080 Seasonal Personnel O/T	1,006.06	526.53	479.53	91.07%
Total 5000 PERSONNEL EXPENSE	**$ 512,704.24**	**$ 474,219.90**	**$ 38,484.34**	**8.12%**
5200 EMPLOYEE BENEFITS				
5210 Payroll Taxes	38,935.96	34,970.22	3,965.74	11.34%
5230 State Unemployment	16,111.17	17,434.41	-1,323.24	-7.59%
5250 Health Insurance	14,804.75	15,072.06	-267.31	-1.77%
5260 Workmans Compensation	14,678.04	13,438.20	1,239.84	9.23%
5270 Retirement Plans	3,894.41	3,854.01	40.40	1.05%
Total 5200 EMPLOYEE BENEFITS	**$ 88,424.33**	**$ 84,768.90**	**$ 3,655.43**	**4.31%**
5400 ADMINISTRATIVE EXPENSES				

5420 Telephone	6,057.38	7,934.84	-1,877.46	-23.66%
5430 Professional Fees	18,565.14	18,415.14	150.00	0.81%
5436 Advertising	7,064.28	6,896.54	167.74	2.43%
5440 Office Expense	9,247.46	10,784.00	-1,536.54	-14.25%
5441 Bank Charges	265.50	195.82	69.68	35.58%
5442 Credit Card Fees	30,812.64	34,493.57	-3,680.93	-10.67%
5445 Postage	116.00	170.40	-54.40	-31.92%
5450 Training and Dues	991.00	1,710.00	-719.00	-42.05%
5461 Authority Secretarial Services	1,090.00	1,090.00	0.00	0.00%
5469 Other Outside Services	4,355.00	3,565.38	789.62	22.15%
5470 Other Administrative	7,204.17	7,091.81	112.36	1.58%
5480 Utilities	26,267.01	38,101.71	-11,834.70	-31.06%
5500 Liability Insurance	48,583.51	36,561.89	12,021.62	32.88%
5520 Interest Expense	2,636.63	2,814.86	-178.23	-6.33%
Total 5400 ADMINISTRATIVE EXPENSES	**$ 163,255.72**	**$ 169,825.96**	**-$ 6,570.24**	**-3.87%**
5600 SALES AND OPERATIONS				
5620 Clubhouse Maintenance	25,859.41	0.00	25,859.41	
5640 Golf Pro Supplies	2,036.45	2,138.93	-102.48	-4.79%
5680 Golf Pro Work Clothes	923.51	704.14	219.37	31.15%
Total 5600 SALES AND OPERATIONS	**$ 28,819.37**	**$ 2,843.07**	**$ 25,976.30**	**913.67%**
5700 PARK MAINTENANCE				
5710 Water	28,264.91	53,835.20	-25,570.29	-47.50%
5720 Heating Fuel	4,702.54	3,835.03	867.51	22.62%
5730 Grounds Maintenance	27,551.31	9,448.95	18,102.36	191.58%
5740 Tree Maintenance	0.00	4,500.00	-4,500.00	-100.00%
5750 Agriculture and Chemicals				
5751 Agriculture&Chemicals-Purchased	21,119.71	12,521.41	8,598.30	68.67%
5752 Agriculture/Chemicals Utilized	14,556.56	32,124.09	-17,567.53	-54.69%
Total 5750 Agriculture and Chemicals	**$ 35,676.27**	**$ 44,645.50**	**-$ 8,969.23**	**-20.09%**
5760 Irrigation Maintenance	4,328.45	7,381.23	-3,052.78	-41.36%
5770 Consumable Tools	1,713.70	1,152.85	560.85	48.65%
5780 Tee and Green Supplies	573.46	276.91	296.55	107.09%
5795 Janitorial Supplies	19.59	46.27	-26.68	-57.66%
5800 Equipment Maintenance	21,667.95	17,633.82	4,034.13	22.88%
5820 Building Maintenance	10,721.81	14,742.37	-4,020.56	-27.27%
5840 Small Equipment	456.12	1,386.71	-930.59	-67.11%
5860 Gasoline/Diesel Fuel	7,851.91	5,869.87	1,982.04	33.77%
5880 Employee work clothes	754.33	496.01	258.32	52.08%
Total 5700 PARK MAINTENANCE	**$ 144,282.35**	**$ 165,250.72**	**-$ 20,968.37**	**-12.69%**
6000 CART EXPENSE				
6010 Cart Lease Expense	0.00	62,018.00	-62,018.00	-100.00%
6020 Electricity	8,997.61	11,082.80	-2,085.19	-18.81%
6030 Maintenance	930.63	642.51	288.12	44.84%
6050 Cart Insurance	2,800.00	2,800.00	0.00	0.00%
Total 6000 CART EXPENSE	**$ 12,728.24**	**$ 76,543.31**	**-$ 63,815.07**	**-83.37%**
Total Expenses	**$ 950,214.25**	**$ 973,451.86**	**-$ 23,237.61**	**-2.39%**
Net Operating Income	**$ 235,465.90**	**$ 316,445.24**	**-$ 80,979.34**	**-25.59%**

Other Expenses				
8000 Depreciation/Amortization	157,235.82	152,720.82	4,515.00	2.96%
8001 Capital projects				
8100 Capital Projects - Cash	218,661.13	19,471.02	199,190.11	1023.01%
Total 8001 Capital projects	**$ 218,661.13**	**$ 19,471.02**	**$ 199,190.11**	**1023.01%**
8006 Disposed Assets	-2,450.00	0.00	-2,450.00	
Total Other Expenses	**$ 373,446.95**	**$ 172,191.84**	**$ 201,255.11**	**116.88%**
Net Other Income	**-$ 373,446.95**	**-$ 172,191.84**	**-$ 201,255.11**	**-116.88%**
Net Income	**-$ 137,981.05**	**$ 144,253.40**	**-$ 282,234.45**	**-195.65%**

OAK HILLS SALES ANALYSIS JANUARY 2022 FISCAL REPORT

Description	Jan-22	Jan-21	Inc/(Dec)	YTD FY22	YTD FY21	Inc/(Dec)
Revenue Rounds	34	419	-91.9%	22,708	26,325	-13.7%
Season Pass Rounds	31	204	-84.8%	3,199	4,386	-27.1%
POS System Servicer Rounds	12	124	-90.3%	1,467	1,507	-2.7%
Barter Rounds	0	0		0	0	
Comp Rounds	0	2	-100.0%	425	471	-9.8%
Total All Rounds	77	749	-89.7%	27,799	32,689	-15.0%
Total Carts	0	0	0.0%	15,993	18,108	-11.7%
Total Boards	0	0	0.0%	0	43	-100.0%
Total Golf ID Cards	46	100	-54.0%	135	217	-37.8%
Total Season Passes	9	18	-50.0%	47	47	0.0%
Total Gift Cards	3	2	50.0%	215	212	1.4%
Total GPS Ad Sales	0	0	0.0%	0	0	0.0%
Total $ Revenue Rounds	$852	$8,714	-90.2%	$803,545	$889,697	-9.7%
Total Carts $	$0	$0	0.0%	$258,956	$290,226	-10.8%
Total Board $	$0	$0	0.0%	$0	$946	-100.0%
Total Golf ID Cards $	$6,780	$11,900	-43.0%	$17,350	$24,497	-29.2%
Total Season Pass $	$21,140	$38,055	-44.4%	$103,990	$94,670	9.8%
Total Gift Cards $	$350	$250	40.0%	$15,389	$15,406	-0.1%
Total GPS Advertising $	$0	$0	0.0%	$0	$0	0.0%
Rain Chks/Gift Cards Redeemed	$0	$0	0.0%	-$14,705	-$20,030	-26.6%
	$29,122	**$58,919**	**-50.6%**	**$1,184,525**	**$1,295,412**	**-8.6%**
$ Revenue/Revenue Round	**$25.06**	**$20.80**	20.5%	**$35.39**	**$33.80**	4.7%
Carts/Revenue Round	**0.0%**	**0.0%**	0.0%	**70.4%**	**68.8%**	2.4%
Cart $/Revenue Round	**$0.00**	**$0.00**	0.0%	**$11.40**	**$11.02**	3.4%
Cart $/Cart Round	**$0.00**	**$0.00**	0.0%	**$16.19**	**$16.03**	1.0%
Board $/Board Round	**$0.00**	**$0.00**	0.0%	**$0.00**	**$22.00**	-100.0%
ID Card $/Card	**$147.39**	**$119.00**	23.9%	**$128.52**	**$112.89**	13.8%
Resident Adult 18 Rounds	0	186	-100.0%	3,864	5,474	-29.4%
Resident Senior 18 Rounds	2	182	-98.9%	3,443	4,594	-25.1%
Junior/Golf Team 18 Rounds	0	13	-100.0%	1,097	906	21.1%
Golf League 18 Rounds	0	0	0.0%	80	216	-63.0%
Employee 18 Rounds	0	0	0.0%	488	276	76.8%
Non Resident 18 Rounds	27	38	-28.9%	12,691	13,533	-6.2%
Total 9 Hole Rounds	5	0	0.0%	1,045	1,326	-21.2%
Total Revenue Rounds	***34***	***419***	***-91.9%***	***22,708***	***26,325***	***-13.7%***
Resident Adult 18 Rounds $	$0	$4,240	-100.0%	$132,842	$181,629	-26.9%
Resident Senior 18 Rounds $	$37	$3,445	-98.9%	$96,507	$121,346	-20.5%
Junior/Golf Team 18 Rounds $	$0	$180	-100.0%	$19,139	$17,819	7.4%
Golf League 18 Rounds	$0	$0	0.0%	$1,600	$2,967	-46.1%
Employee 18 Rounds $	$0	$0	0.0%	$3,361	$1,903	76.6%
Non Resident 18 Rounds $	$692	$849	-18.5%	$525,533	$533,671	-1.5%
Total 9 Hole Rounds $	$123	$0	0.0%	$24,564	$30,362	-19.1%
Total $ Revenue Rounds	***852***	***8,714***	***-90.2%***	***803,545***	***889,697***	***-9.7%***
Senior Non-Resident ID	6	13	-53.8%	14	21	-33.3%
Adult Non-Resident ID	12	6	100.0%	15	12	25.0%
Family ID	0	0	0.0%	0	0	0.0%
Total Non-Resident ID's	***18***	***19***	***-5.3%***	***29***	***33***	***-12.1%***
GolfNow/TeeOff Rounds	0	10	-100.0%	953	1914	-50.2%
GolfNow/TeeOff Dollars	$0	$163	-100.0%	$40,615	$74,335	-45.4%
Dollars/Round	$0.00	$16.33	-100.0%	$42.62	$38.84	9.7%
City of Norwalk debt paydown	**$69.70**					

OAK HILLS SALES ANALYSIS JANUARY 2022 CALENDAR

Description	Jan-22	Jan-21	Inc/(Dec)	YTD 2022	YTD 2021	Inc/(Dec)
Revenue Rounds	34	419	-91.9%	34	419	-91.9%
Season Pass Rounds	31	204	-84.8%	31	204	-84.8%
POS System Servicer Rounds	12	124	-90.3%	12	124	-90.3%
Barter Rounds	0	0		0	0	
Comp Rounds	0	2	-100.0%	0	2	-100.0%
Total All Rounds	77	749	-89.7%	77	749	-89.7%
Total Carts	0	0	0.0%	0	0	0.0%
Total Boards	0	0	0.0%	0	0	0.0%
Total Golf ID Cards	46	100	-54.0%	46	100	-54.0%
Total Season Passes	9	18	-50.0%	9	18	-50.0%
Total Gift Cards	3	2	50.0%	3	2	50.0%
Total GPS Ad Sales	0	0	0.0%	0	0	0.0%
Total $ Revenue Rounds	$852	$8,714	-90.2%	$852	$8,714	-90.2%
Total Carts $	$0	$0	0.0%	$0	$0	0.0%
Total Board $	$0	$0	0.0%	$0	$0	0.0%
Total Golf ID Cards $	$6,780	$11,900	-43.0%	$6,780	$11,900	-43.0%
Total Season Pass $	$21,140	$38,055	-44.4%	$21,140	$38,055	-44.4%
Total Gift Cards $	$350	$250	40.0%	$350	$250	40.0%
Total GPS Advertising $	$0	$0	0.0%	0	$0	0.0%
Rain Chks/Gift Cards Redeemed	$0	$0	0.0%	$0	$0	#DIV/0!
	$29,122	**$58,919**	**-50.6%**	**$29,122**	**$58,919**	**-50.6%**
$ Revenue/Revenue Round	**$25.06**	**$20.80**	20.5%	**$25.06**	**$20.80**	20.5%
Carts/Revenue Round	**0.0%**	**0.0%**	0.0%	**0.0%**	**0.0%**	0.0%
Cart $/Revenue Round	**$0.00**	**$0.00**	0.0%	**$0.00**	**$0.00**	0.0%
Cart $/Cart Round	**$0.00**	**$0.00**	0.0%	**$0.00**	**$0.00**	0.0%
Board $/Board Round	**$0.00**	**$0.00**	0.0%	**$0.00**	**$0.00**	0.0%
ID Card $/Card	**$147.39**	**$119.00**	23.9%	**$147.39**	**$119.00**	23.9%
Resident Adult 18 Rounds	0	186	-100.0%	0	186	-100.0%
Resident Senior 18 Rounds	2	182	-98.9%	2	182	-98.9%
Junior/Golf Team 18 Rounds	0	13	-100.0%	0	13	-100.0%
Golf League 18 Rounds	0	0	0.0%	0	0	0.0%
Empl 18 Rounds	0	0	0.0%	0	0	0.0%
Non Resident 18 Rounds	27	38	-28.9%	27	38	-28.9%
Total 9 Hole Rounds	5	0	0.0%	5	0	0.0%
Total Revenue Rounds	***34***	***419***	***-91.9%***	***34***	***419***	***-91.9%***
Resident Adult 18 Rounds $	$0	$4,240	-100.0%	$0	$4,240	-100.0%
Resident Senior 18 Rounds $	$37	$3,445	-98.9%	$37	$3,445	-98.9%
Junior/Golf Team 18 Rounds $	$0	$180	-100.0%	$0	$180	-100.0%
Golf League 18 Rounds	$0	$0	0.0%	$0	$0	0.0%
Empl 18 Rounds $	$0	$0	0.0%	$0	$0	0.0%
Non Resident 18 Rounds $	$692	$849	-18.5%	$692	$849	-18.5%
Total 9 Hole Rounds $	$123	$0	0.0%	$123	$0	0.0%
Total $ Revenue Rounds	***852***	***8,714***	***-90.2%***	***852***	***8,714***	***-90.2%***
SR NONRES DISC	6	13	-53.8%	6	13	-53.8%
NONRES DISCOUNT	12	6	100.0%	12	6	100.0%
FAMILY REG	0	0	0.0%	0	0	0.0%
Total Non-Resident ID's	***18***	***19***	***-5.3%***	***18***	***19***	***-5.3%***
GolfNow Rounds	0	10	-100.0%	0	10	-100.0%
GolfNow Dollars	$0	$163	-100.0%	$0	$163	-100.0%
Dollars/Round	$0.00	$16.33	-100.0%	$0.00	$16.33	-100.0%

CITY OF NORWALK
OFFICE OF THE ASSESSOR
125 East Avenue, PO BOX 5125
Norwalk, CT 06856-5125

P: 203-854-7888 / F: 203-854-7986
norwalkct.org

MEMORANDUM

Date: March 3, 2022

TO: Greg Burnett, Chairman,
Finance/Claims Committee

FROM: William J. Ford, Assessor

RE: Elderly Tax Relief Program

The goals of the City of Norwalk's Elderly Homeowners Program, Norwalk Code - Chapter 103-12, the Elderly Homeowners program, are to provide meaningful tax relief to the most financially vulnerable seniors in Norwalk.

For the previous fiscal year 2021-2022 the filing requirement of elderly individuals was extended through Governor Lamont's Executive Order 10:

> "Suspension of Reapplication Filing Requirement for the Homeowners' – Elderly/Disabled Circuit Breaker and Freeze Tax Relief Programs. The biennial filing requirements imposed by Sections 12-170aa(e) and (f), 12-170v, 12-170w, 12-129b, 12-129c and 12-129n of the Connecticut General Statutes, for taxpayers who were granted tax relief benefits for the Grand List year 2018 and who are required to recertify for the Grand List year 2020, are suspended and such taxpayers shall automatically maintain their benefits for the next biennial cycle."

Filing is required for the current year, the application period ends May 14, 2022. Applications have been mailed to all current recipients.

The Finance/Claims Committee adopted changes in September 2019, and the Office of Policy and Management updates to income limits, altered the Chapter 103-12 Elderly Homeowners Local EHO program in following ways:

- The maximum qualifying income for **Tier 1** has increased to **$ 58,700** (up $1,000) and set the income maximum at **126.42%** of the State EHO Program maximum income $45,100 for FY 2020-21.
- The maximum tax relief provided to **Tier 1** recipient increased by $50 to **$1,500** from **$1,450**.
- The **Tier 2** income maximum increased to **$ 72,300** (up $1,200), and to **155.76%** of the estimated State EHO Program maximum income from the current ordinance maximum of **150.70%.**
- The maximum tax credit for **Tier 2** recipients increased to **$900,** (up $100) from the previous **$800**.

Impact of the ordinance:

- Total **Local EHO** participants was **1158**
- Total **State EHO** participants **755.**
- **Tier 1** maximum credits are at $**1,500** for FY 221–22, up from $**1,450** in FY 2019-20.
- **Tier 2** maximum benefit was $**900** for FY 2021–22, up from $**800** in FY 2019-20.
- Total tax relief for elderly homeowners for Fiscal 2021-22 is $**1,555,642**,
- The total initial applicants for FY2021-22was 200.
- Average tax credits to **$1,343** for FY 2021–22.
- Total **State EHO benefits were $447,205** .

CC: Finance/Claims Committee
Brian Candela, Associate Corporation Counsel
Henry M. Dachowitz, Chief Financial Officer
Chitsamay Lam, Comptroller

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

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

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

MEMORANDUM

Date: March 7, 2022

To: Harry Rilling, Mayor
The Members of the Finance Committee
The Members of the Common Council

From: Henry Dachowitz, Chief Financial Officer TS For H.M.D.

Re: Special Funding Request from the ARPA Fund to the Fire Department for Emergency work at Station #1

Attached is a request from the Fire Department requesting Emergency Funding from the ARPA Fund to carry out emergency repairs at Fire Station #1 at 90 New Canaan Avenue.

This request also includes all the specific emergency work needed to be done and quotes from Contractors with detailed pricing quotes for the completion of such work.

The Finance Department recommends the approval of this Special Emergency request.

ACTION REQUESTED:

1. RESOLUTION: Requesting Special Emergency Funding from the ARPA Fund in the amount of $301,066 for the Fire Department to carry out Emergency repairs at Fire Station No. 1 at 90 New Canaan Avenue.

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

NORWALK
The Sound of Connecticut

MEMORANDUM

Date: March 7, 2022

To: Members of the Finance Committee
The Members of the Common Council

From: Harry Rilling, Mayor HWR

Re: Special Funding Request from the ARPA Fund to the Fire Department for Emergency work at Station #1

Attached is a request from the Fire Department requesting Emergency Funding from the ARPA Fund to carry out emergency repairs at Fire Station #1 at 90 New Canaan Avenue.

This request also includes all the specific emergency work needed to be done and quotes from Contractors with detailed pricing quotes for the completion of such work.

The Finance Department recommends the approval of this Special Emergency request.

ACTION REQUESTED:

1. RESOLUTION: Requesting Special Emergency Funding from the ARPA Fund in the amount of $301,066 for the Fire Department to carry out Emergency repairs at Fire Station No. 1 at 90 New Canaan Avenue.

CITY OF NORWALK

FIRE DEPARTMENT

Office of Chief Gino Gatto

121 CONNECTICUT AVENUE
NORWALK, CONNECTICUT 06854

Tel: (203) 854-0230
Fax: (203) 854-0234

Feb. 28, 2022

Dear members of the Board of Estimate and Taxation,

I am writing to request a special appropriation of $ 301,066. for emergency work at Fire Station #1, 90 New Canaan Ave.

Fire Station #1 has been under construction for approximately 1 1/2 years. The original contractor was removed from the project due to unacceptable work. The removed company's bonding agency assumed responsibility of the project. Maggiore Construction was then hired through a bidding process.

During pre-construction walk-through, multiple issues were discovered regarding the building ventilation system and existing asbestos flooring. An inspection was requested by FD with Maggiore Construction (General Contractor), Encon (HVAC Contractor), and Bill Ireland (Head Building Official). After inspection, Mr. Ireland concluded that the building's ventilation system was not up to code due to the lack of make-up air. It was also determined that improper ceiling insulation and ceiling tile installation was contributing to the poor air quality. This is in conjunction with undersized split AC units in portions of the building, causing excessive condensation in the AC cooling lines resulting in staining of the ceiling tiles throughout the building. All aspects are causing a mold ripe atmosphere in various plenum spaces throughout the building. Gill & Gill (Architect) was then consulted and agreed. They then sent an emergency work recommendation to Mr. Ireland. The original asbestos tiles located in the bunk room and lounge were also observed to be broken and/or loose in several areas.

The active project cannot be properly completed without addressing the code violation/poor air quality in the building. This involves several phases to resolve:

1) Provide make-up air to the building.
2) Expose the ceilings in the building to install adequate insulation and appropriate duct work throughout.
4) Resize and re-pipe existing units (where necessary).
3) Increase the scope of the floating floor system scheduled to be installed to include the lounge and bunk room floors, effectively encapsulated all remaining disturbed asbestos tile.

Mayor Rilling and Henry Dachowitz have approved using ARPA funds for this additional work.

Thank you for your time and consideration in this important project.

Chief Gatto Gino Gatto

NORWALK
The Sound of Connecticut

DEPT OF FINANCE
Purchasing Department
NONCOMPETITIVE PROCUREMENT JUSTIFICATION FORM

DATE: 01/25/2022 **DEPARTMENT:** Fire

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

Check One:

☐	The item is available only from a single source (justification is attached). The provisions of this regulation apply to all sole source procurements unless emergency conditions exist as defined by Purchasing Guideline on Emergency Procurements
☐	After solicitation of a number sources, competition is determined inadequate (record of source contacts and/or attempts to obtain pricing is attached)
☐	The compatibility of equipment, accessories, or replacement parts is of paramount consideration
☐	The item/service is available on a Cooperative Purchasing Agreement (please provide the organization name, quote and the contract/agreement number)
X ☐	The public exigency or emergency for the requirement will not permit a delay resulting from competitive solicitation (documented emergency contingency is attached). **Please forward this form and supporting documentation within 48 hours of the Emergency**
☑	Other, please explain: Expanded scope to active project necessary to comply with building codes and provide air quality improvements from mold and asbestos concerns.

TOTAL COST: $301,066.70 **MUNIS Account:** 09153110- Renovate/Upgrade Stations

VENDOR: Maggiore Construction & Encon, Inc.

Purchasing Agent Signature	**The Purchasing Agent**		**Department Head Signature**
Sharon Conners Digitally signed by Sharon Conners Date: 2022.02.02 10:40:38 -05'00'	X	**Supports**	Gino Gatto
Purchasing Agent Name		**Does Not Support**	**Department Head Name**
		Single Source Requires Common Council Authorization (in excess of $20,000.00)?	Gino Gatto
Date			**Date** 01/31/2022

JUSTIFICATION:

Fire Station #1 has been under construction for approximately 1 1/2 years. The original contractor was removed from the project due to unacceptable work. The removed company's bonding agency assumed responsibility of the project. Maggiore Construction was then hired through a bidding process.

During pre-construction walk-through, multiple issues were discovered regarding the building ventilation system and existing asbestos flooring. An inspection was requested by FD with Maggiore Construction(General Contractor), Encon (HVAC Contractor), and Bill Ireland (Head Building Official). After inspection, Mr. Ireland concluded that the building's ventilation system was not up to code due to the lack of make-up air. It was also determined that improper ceiling insulation and ceiling tile installation was contributing to the poor air quality. This is in conjunction with undersized split AC units in portions of the building, causing excessive condensation in the AC cooling lines resulting in staining of the ceiling tiles throughout the building. All aspects are causing a mold ripe atmosphere in various plenum spaces throughout the building. Gill & Gill (Architect) was then consulted and agreed. They then sent an emergency work recommendation to Mr. Ireland. The original asbestos tiles located in the bunk room and lounge were also observed to be broken and/or loose in several areas.

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

Vendor 1: Maggiore Construction

Vendor 2: ________________

EMERGENCY: Explain in detail the nature of the emergency

The active project cannot be properly completed without addressing the code violation/poor air quality in the building. This involves several phases to resolve:

1) Provide make-up air to the building.
2) Expose the ceilings in the building to install adequate insulation and appropriate duct work throughout.
4) Resize and re-pipe existing units (where necessary).
3) Increase the scope of the floating floor system scheduled to be installed to include the lounge and bunk room floors, effectively encapsulated all remaining disturbed asbestos tile.

Purchasing Agent Comments: The Purchasing Department recognizes this additional work as an emergency since it is a active construction project and the issues were raised under the new contractor as stated in the supporting documentation. This work needs to be completed to resolve the code violations and poor air quality. CO would not be granted.

Maggiore Construction Inc.

Bill Ireland, Chief Building Official
Norwalk City Hall
125 East Avenue
Norwalk, CT 06851
Email: wireland@norwalkct.org
Phone: 203.854.7760

Revised: January 19, 2022
January 18, 2022

Re: Norwalk Fire Station #2
Silvermine

Bill,

Please find attached letter from Patsy Gill of Gill & Gill Architects as well as the Encon report. Both include information from their assessment of the HVAC at the Fire Station and include some recommended remedies.

Thank you for your attention to this matter and I look forward to hearing from you.

Sincerely,

Anthony Maggiore

GILL & GILL
ARCHITECTS, L.L.C.
ARCHITECTS · DESIGNERS · PLANNERS
17 High St. Suite 301
Norwalk, CT 06851
203.831.8808
www.GILLandGILL.com

January 18, 2022

Mr. William Ireland, Chief Building Official
Norwalk Code Enforcement
125 East Avenue
Norwalk, CT 06851

Re: **Fire Station #1**
90 New Canaan Avenue

Dear Bill:

We have been working with the Norwalk Fire Department on interior alterations at Fire Station #1 at 90 New Canaan Avenue. Due to nonperformance, the original contractor has been removed from the project and a new contractor has been hired to perform remedial work and finish the project. I understand that you were onsite to review existing conditions at the building, along with Fire Department personnel, Maggiore Construction, and Encon Heating and AC.

The HVAC systems have been replaced and/or modified in various areas in recent years. During their inspection, Encon has determined many inefficiencies and non-code-compliant aspects of the existing HVAC systems. In particular, there is a lack of adequate ventilation to bring in outside make-up air, temper it when required, and circulate it back inside. Due to this lack of fresh air, indoor air quality is poor, and humidity builds up in heavily used areas such as the lounge, bunkroom, locker room and bathroom spaces. This condition is unacceptable and performing remedial work is necessary to improve indoor air quality for the health and safety of our first responders stationed at this building.

It is our professional opinion that this work should be expedited as an emergency repair. Should you have any questions or comments, please do not hesitate to call our office.

Sincerely,

Patricia K. Gill, AIA

Cc: Mr. Anthony Maggiore
Captain Mark Conte, Norwalk Fire Department

ITEM 10

ENCON Heating & AC
Building Efficiency and Sustainability
A Service Logic Company

Corporate Office
1265 Woodend Road
Stratford, CT 06615
Phone 203.375.5228
CT LIC #395593
NY LIC #103
GoENCON.COM

Glenn Giustino P.E.
Sr Design Consultant

MEMORANDUM

Date: January 14, 2022

To: T. Giangrande

From: G. Giustino

Subject: Norwalk Fire Station #1
HVAC System Assessment & Proposed Enhancements

At the request of the projects general contractor Maggiore Construction, and in response to reports of concerns with the existing HVAC system, Encon performed a brief survey with preliminary observations of the HVAC system and have found deficiencies with the existing system, as noted below.

Ventilation – The building lacks a forced air mechanical ventilation system required to provide code required outdoor air to all occupiable spaces. The lack of a forced mechanical ventilation system has led to reports of poor indoor air quality with high indoor summer relative humidity, specifically in the densely populated spaces such as the; lounge/meeting room and second floor bunkroom, locker room and bathroom spaces.

In addition to required outdoor air ventilation systems, required exhaust air systems for the bathroom, locker/shower rooms are either inoperative or non-existent.

It would appear the installation of an engineered outdoor air ventilation system (DOAS) system coupled with functional exhaust air systems meeting current code requirements would resolve the above conditions.

Air Conditioning System – The ductless split type air conditioning systems installed in a number of areas appear marginal to undersized and incapable of maintaining acceptable indoor temperatures during summer outdoor design conditions. The lounge/meeting room and second floor bunkroom, locker room and bathroom spaces were areas reported to have high indoor summer temperatures.

Encon would like approval to perform a more thorough evaluation of the existing HVAC system with the objective of recommending enhancements to the existing system with associated budgetary costs to resolve the current HVAC system issues.

Maggiore Construction Inc.

Mr. Mark Conte
c/o Norwalk Fire Department
121 Connecticut Avenue
Norwalk, CT 06854
Email: mconte@norwalkct.org
Cell: 203.822.2574
Office: 203.854.0232

January 20, 2022

Change Order #8A
Bunk Room #201 Floor

To provide all labor and materials to complete the Bunk room #201 floor for the total cost of $23,125.00

Our price includes:

1. Relocate contents to location directed by owner.
2. Remove the existing floor, loose and damaged floor, tiles. Apply level-lastic to all areas required.
3. Install the matching floating floor CLX XD Pyrenees maple on the entire Bunk Room floor.
4. Provide and install 6" cove base to match the new vinyl base to the other areas of the building.
5. Clean and remove all job related debris and relocate the owner's contents.

*Upon acceptance of our proposal we will prepare a detailed scope of work and submittals of all material to be used in this change order for your approval.

X______________________________
Norwalk Fire Station

X______________________________
Maggiore Construction

Maggiore Construction Inc.

Mr. Mark Conte
c/o Norwalk Fire Department
121 Connecticut Avenue
Norwalk, CT 06854
Email: mconte@norwalkct.org
Cell: 203.822.2574
Office: 203.854.0232

January 20, 2022

Change Order #8B
Bunk Room #201 Ceiling Insulation & Renovation

To provide all labor and materials to complete the Bunk Room #201 ceiling insulation for the total cost of $28,800.00.

Our price includes:
1) Provide all protection and isolate the area to control construction dust.
2) Remove the existing acoustical ceiling tiles, grid, old ceiling tiles, and "old" grid.
3) Remove all superfluous materials above the grid and dispose of properly.
4) Provide and install 5 1/2" closed cell spray foam insulation to the entire ceiling above the Bunk room.
5) Re-install the acoustical ceiling grid.
6) Replace lighting with LED 2x2 extended life fixtures.
7) Install existing and new 2x2 "pads" as necessary to complete the ceiling.
8) Clean and remove all job related debris from the work site.

*Upon acceptance of our proposal we will prepare a detailed scope of work and submittals of all material to be used in this change order for your approval.

X____________________________
Norwalk Fire Station

X____________________________
Maggiore Construction

Maggiore Construction Inc.

Mr. Mark Conte
c/o Norwalk Fire Department
121 Connecticut Avenue
Norwalk, CT 06854
Email: mconte@norwalkct.org
Cell: 203.822.2574
Office: 203.854.0232

January 20, 2022

Change Order #9A:
Lounge Room #112 Floor

To provide all labor and materials to replace the Lounge Floor Room #112 for a total cost of $11,946.00

Our price includes:

1. Relocate contents to location directed by owner.
2. Remove the existing floor, loose and damaged floor, tiles. Apply level-lastic to all areas required.
3. Install the matching floating floor CLX XD Pyrenees maple on the entire lounge floor.
4. Provide and install 6" cove base to match the new vinyl base to the other areas of the building.
5. Clean and remove all job related debris and relocate the owner's contents.

*Upon acceptance of our proposal we will prepare a detailed scope of work and submittals of all material to be used in this change order for your approval.

X______________________________
Norwalk Fire Station

X______________________________
Maggiore Construction

Maggiore Construction Inc.

Mr. Mark Conte
c/o Norwalk Fire Department
121 Connecticut Avenue
Norwalk, CT 06854
Email: mconte@norwalkct.org
Cell: 203.822.2574
Office: 203.854.0232

January 20, 2022

Change Order #9B:
Lounge #112 Ceiling Insulation & Renovation

To provide all labor and materials to complete the Lounge #112 Room's ceiling insulation for the total cost of $21,450.00.

Our price includes:

1) Provide all protection and isolate the area to control construction dust.
2) Remove the existing acoustical ceiling tiles, grid, old ceiling tiles, and "old" grid.
3) Remove all superfluous materials above the grid and dispose of properly.
4) Provide and install 5 1/2" closed cell spray foam insulation to the entire ceiling above the lounge.
5) Re-install the acoustical ceiling grid.
6) Replace lighting with LED 2x2 extended life fixtures.
7) Install existing and new 2x2 "pads" as necessary to complete the ceiling.
8) Clean and remove all job related debris from the work site.

*Upon acceptance of our proposal we will prepare a detailed scope of work and submittals of all material to be used in this change order for your approval.

X______________________________
Norwalk Fire Station

X______________________________
Maggiore Construction

Maggiore Construction Inc.

Mr. Mark Conte
c/o Norwalk Fire Department
121 Connecticut Avenue
Norwalk, CT 06854
Email: mconte@norwalkct.org
Cell: 203.822.2574
Office: 203.854.0232

January 19, 2022

Change Order #10A:
Captain's Office #104 Ceiling Insulation & Renovation

To provide all labor and materials to complete the Captain's office #104 ceiling renovation for the total cost of $9,600.00.

Our price includes:

1) Provide all protection and isolate the area to control construction dust.
2) Remove the existing acoustical ceiling tiles, grid, old ceiling tiles, and "old" grid.
3) Remove all superfluous materials above the grid and dispose of properly.
4) Provide and install 5 ½" closed cell spray foam insulation to the entire ceiling above the Captain's office.
5) Re-install the acoustical ceiling grid.
6) Replace lighting with LED 2x2 extended life fixtures.
7) Clean and remove all job related debris from the work site.

*Upon acceptance of our proposal we will prepare a detailed scope of work and submittals of all material to be used in this change order for your approval.

X______________________________
Norwalk Fire Station

X______________________________
Maggiore Construction

Maggiore Construction Inc.

Mr. Mark Conte
c/o Norwalk Fire Department
121 Connecticut Avenue
Norwalk, CT 06854
Email: mconte@norwalkct.org
Cell: 203.822.2574
Office: 203.854.0232

January 20, 2022

Change Order #11A:
Lieutenant's Office #107 Ceiling Insulation & Renovation

To provide all labor and materials to complete the Lieutenant's office #107 ceiling insulation for the total cost of $9,750.00.

Our price includes:

1) Provide all protection and isolate the area to control construction dust.
2) Remove the existing acoustical ceiling tiles, grid, old ceiling tiles, and "old" grid.
3) Remove all superfluous materials above the grid and dispose of properly.
4) Provide and install 5 1/2" closed cell spray foam insulation to the entire ceiling above the Lieutenant's office.
5) Re-install the acoustical ceiling grid.
6) Replace lighting with LED 2x2 extended life fixtures.
7) Clean and remove all job related debris from the work site.

*Upon acceptance of our proposal we will prepare a detailed scope of work and submittals of all material to be used in this change order for your approval.

X____________________________
Norwalk Fire Station

X____________________________
Maggiore Construction

ENCON Heating & AC
Building Efficiency and Sustainability
A Service Logic Company

Corporate Office
1265 Woodend Road
Stratford, CT 06615
Phone 203 375 5228
CT LIC #395593
NY LIC #103
GoENCON.COM

January 31, 2022

Mr. Anthony Maggiore
Maggiore Construction
Norwalk, CT

Project: **Norwalk Fire Department Station #1**
90 New Canaan Ave
Norwalk, CT

Dear Anthony;

We are pleased to submit our HVAC design-build proposal for the NFD Fire Station #1 in Norwalk, CT. Our understanding of the project scope and our HVAC design-build proposal are based upon the Request for Proposal and associated architectural plans latest revision dated November 7, 2019.

This letter proposal shall constitute our proposed arrangement for providing HVAC design-build services and will form the basis of our formal agreement.

HVAC Scope of Work

Installation of a dedicated outside air system (DOAS) to provide code compliant mechanical ventilation throughout building (except equipment bays). This unit will deliver conditioned (heated, cooled, and dehumidified) air to the building allowing for a controlled indoor environment. Unit will be placed on roof and ducted throughout the building to each space.

Installation of a larger 30,000 BTU air handler for the Lounge/Meeting Room lieu of existing 15,000 BTU air handler. Unit is being increased in size to accommodate room usage.

Installation of relocated 15,000 BTU air handler from Lounge/Meeting Room to new second floor washroom.

Installation of upgraded exhaust systems for locker rooms and bathrooms throughout the building.

Each HVAC system will be designed and installed in accordance with the 2018 Connecticut State Building and Fire Safety and Fire Prevention Codes including the 2015 version of the International Mechanical Code and International Energy Conservation Code, including Connecticut amendments. HVAC permit and construction plans will be prepared by a professional engineer licensed in the state of Connecticut.

Scope of HVAC Engineering Services

The scope of HVAC engineering services will include the following deliverables and tasks;

1. Preparation of HVAC Permit/Construction plans for submission to the local building department to obtain construction permit. HVAC plans will be prepared using AutoCad/Revit 2018 software based on receipt of suitable architectural AutoCad file floor plans or Revit model, which will be used as base sheets for the development of HVAC plans.

2. Preparation of preliminary design development plans for coordination with the architect, structural engineer and other trades.

3. Preparation of HVAC ventilation and thermal load calculations using Trane Trace 700 software to size HVAC systems.

4. Preparation of HVAC related energy compliance documentation using Department of Energy Building Energy Compliance program COMcheck. Attendance at design coordination meetings.

Scope of Construction Services

The scope of construction services will include all necessary work (labor, equipment, materials) to provide a complete operating HVAC system in accordance with design documentation and code and will include the following deliverables and tasks;

1. Project management
2. Permit fees and taxes
3. Attendance at construction coordination meetings
4. Coordinated HVAC shop drawings
5. Equipment and material submittals
6. Rigging and stagging as required.
7. Test & balance report
8. As-built plans
9. O&M manuals

Exclusions

1. Electrical power wiring (120/208/460V) for all mechanical equipment and controls.
2. Floor, roof and wall openings, structural cutting, framing, roofing and flashing including core drilling to accommodate HVAC system installation.
3. Roof smoke and or heat vents.
4. Architectural access doors in general construction.

HVAC Design-Build Budget

We propose to provide our HVAC design-build services for the lump sum amount indicated below.

HVAC Cost: (non-prevailing wages)	$153,964.00
Add for Prevailing Wages if required:	$15,062.00
Total Cost:	$169,026.00

Thank you again for this opportunity to submit our proposal to Maggiore Construction. We enthusiastically look forward to working with you and the and the development team on this project.

Regards,

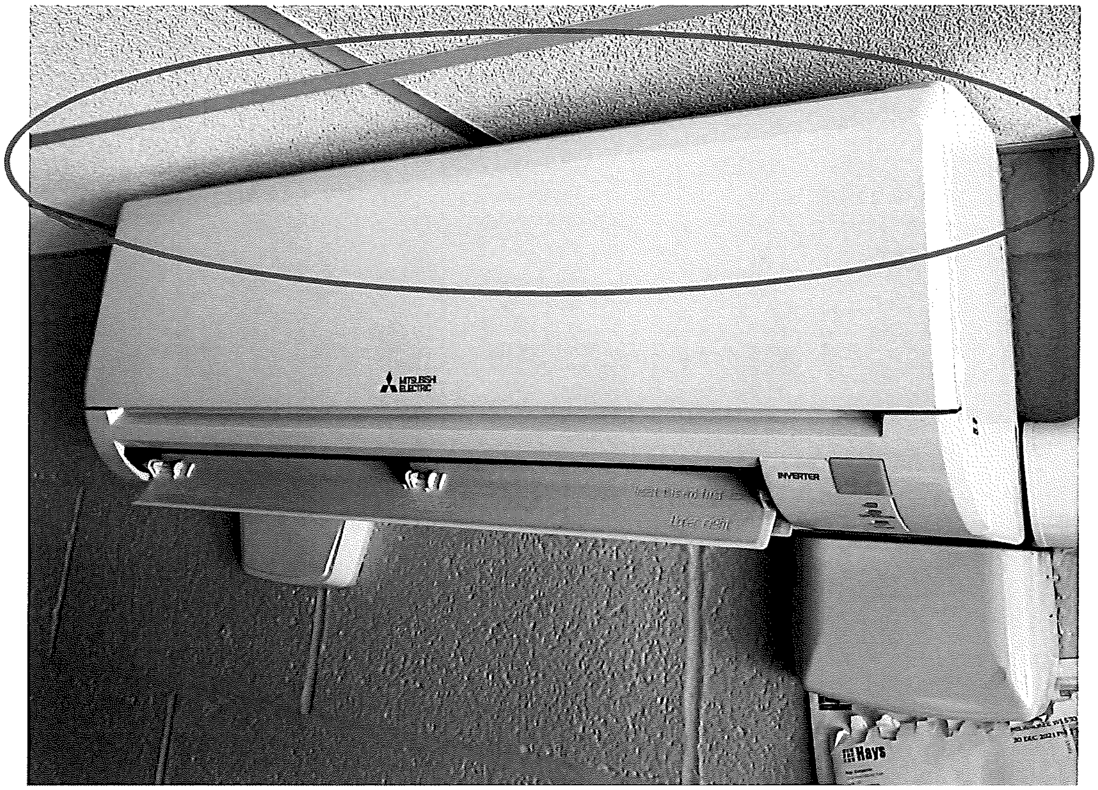
Brian Reilly
Project Manager

Toby Giangrande
Commercial Sales Manager

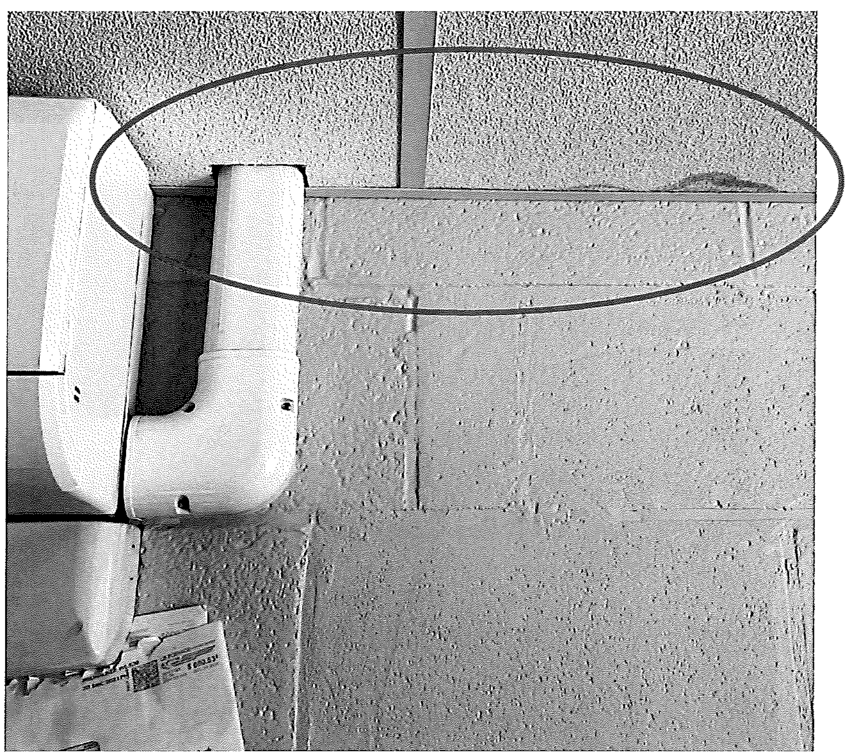
CO #	Description	Cost
8A	Bunk Room #8A Floor	$ 23,125.00
8B	Bunk Room #201 Ceiling Insulation & Renovation	$ 28,800.00
9A	Lounge Room #112 Floor	$ 11,946.00
9B	Lounge #12 Ceiling Insulation & Renovation	$ 21,450.00
10A	Captain's Office #104 Ceiling Insulation & Renovation	$ 9,600.00
11A	Lieutenant's Office #107 Ceiling Insulation & Renovation	$ 9,750.00
12	Encon- HVAC Upgrades & Repairs	$ 169,026.00
Total	**Change Orders**	**$ 273,697.00**
10% Contingency Allowance		**$ 27,369.70**
Total Requested Amount		**$ 301,066.70**

Lieutenant's Office

Manufacturer's recommended 5" minimum clearance not met

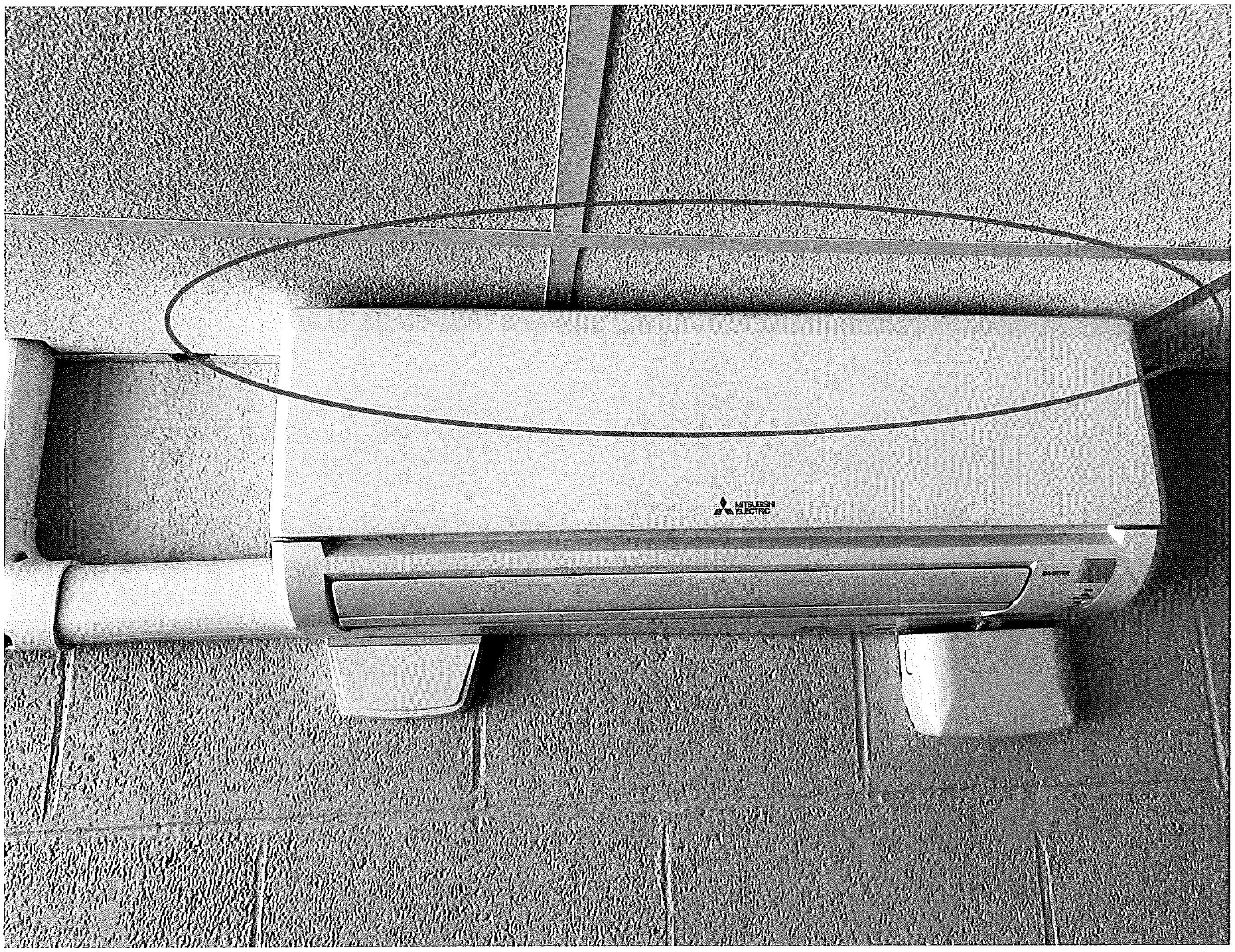


Split unit lines are leaking through the ceiling.



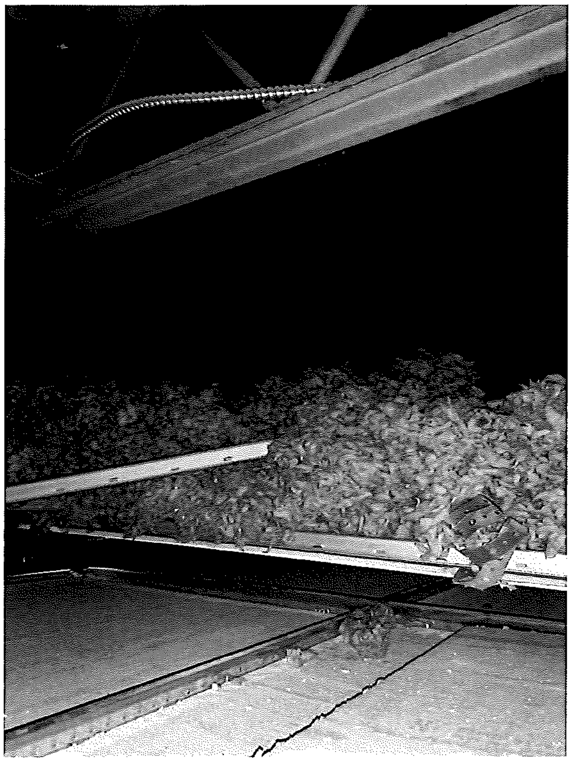
Captain's Office

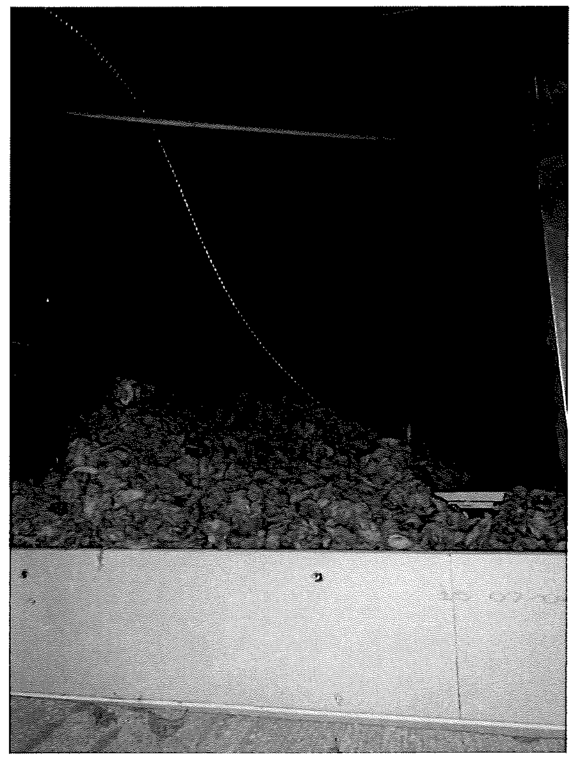
Manufacturer's recommended 5" minimum clearance not met

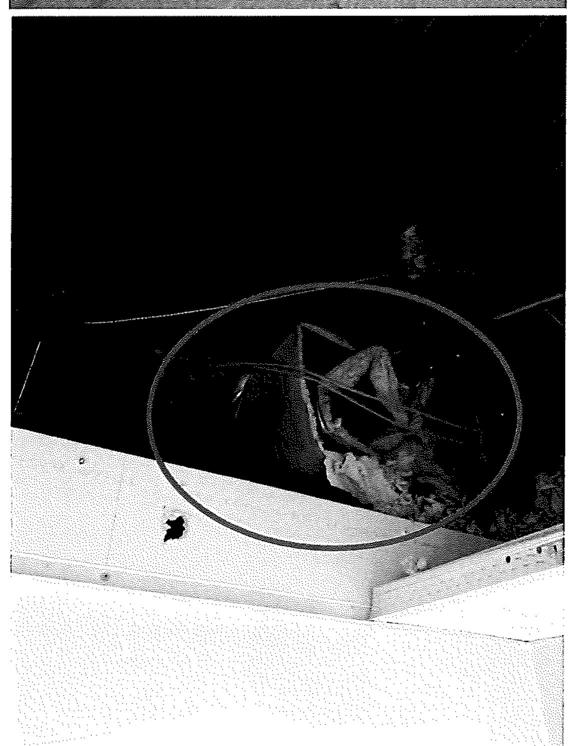


Captain's and Lieutenant's Offices

Improper insulation





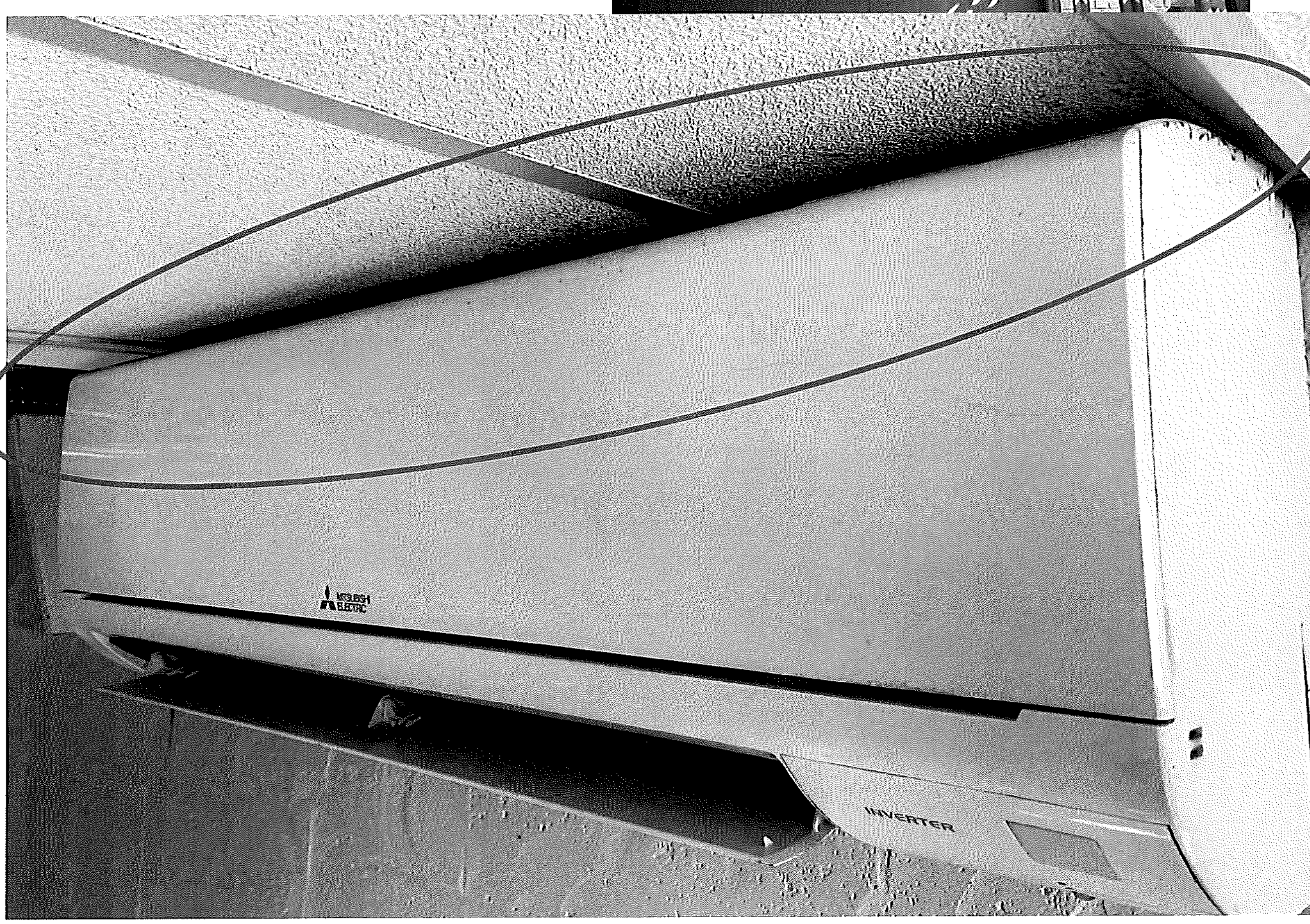


Abandoned unsealed duct work.

Kitchen

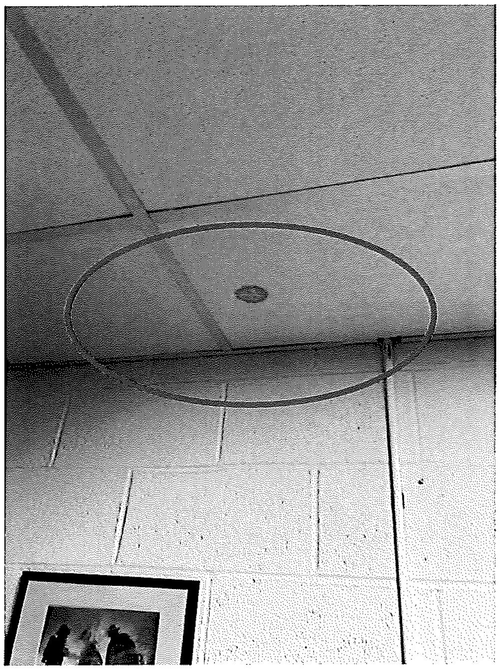
Split unit lines are leaking through the ceiling.

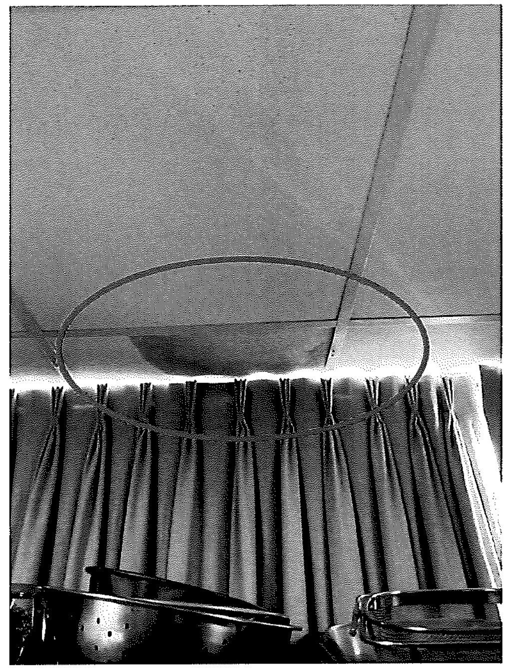
Manufacturer's recommended 5" minimum clearance not met.



Lounge

Split unit lines are leaking through the ceiling.

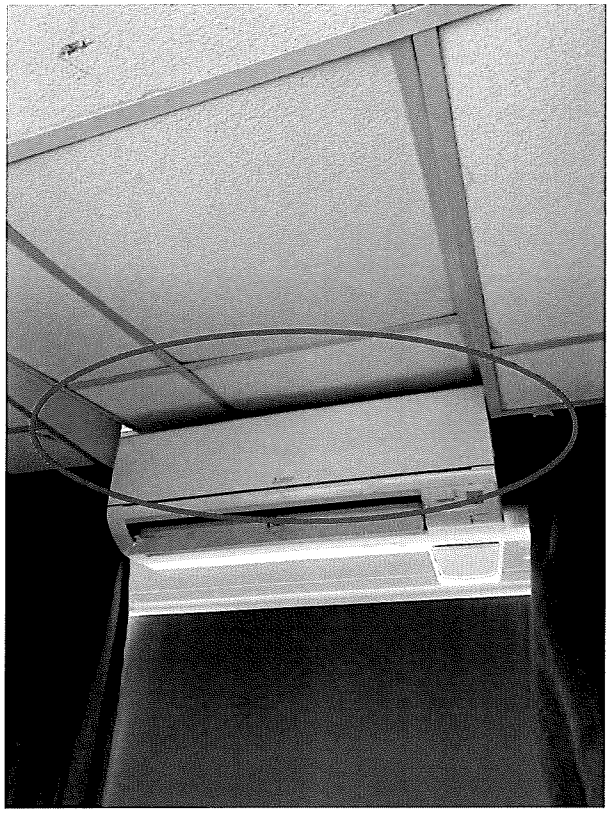




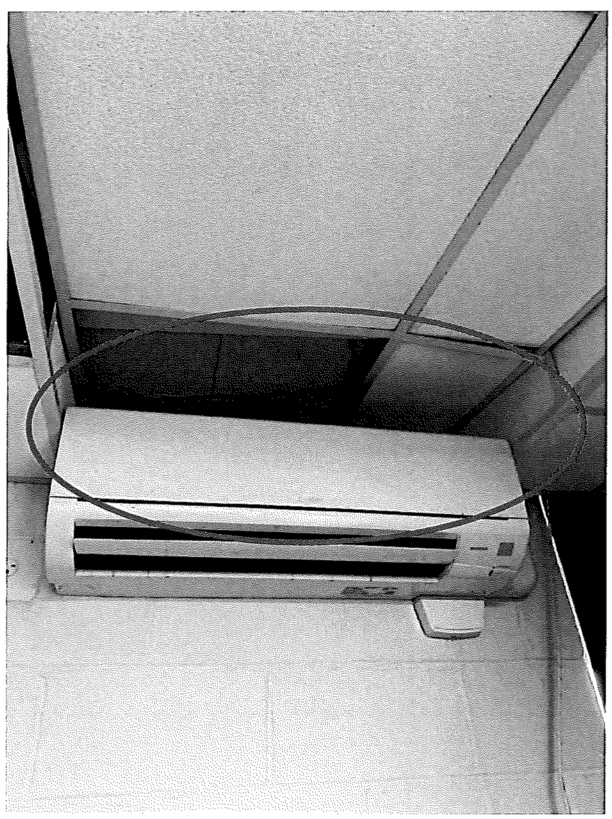
Manufacturer's recommended 5" minimum clearance not met.

Unit is undersized for the space.

Bunk Room

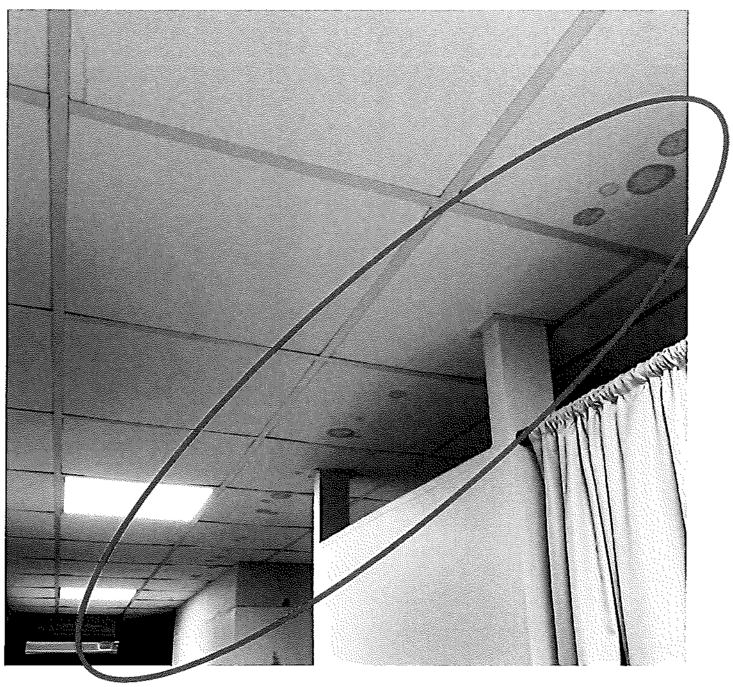


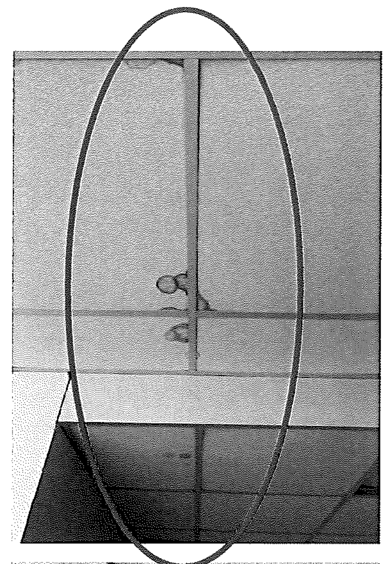
Manufacturer's recommended 5" minimum clearance not met.



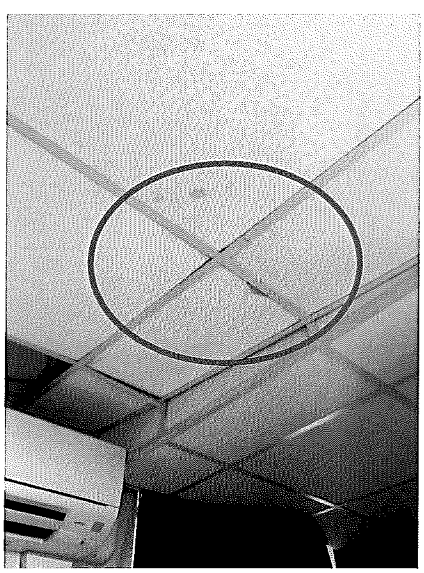
Bunk Room

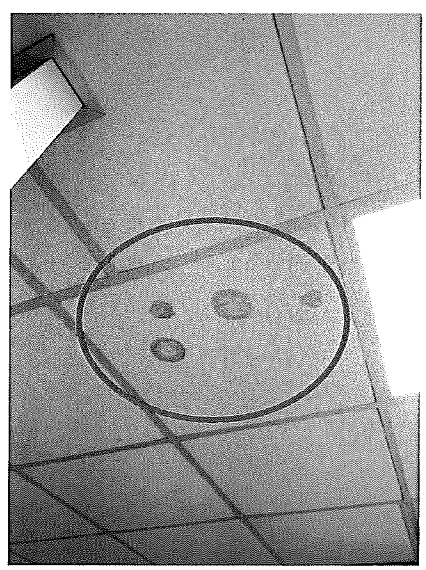
Split unit lines are leaking through the ceiling.

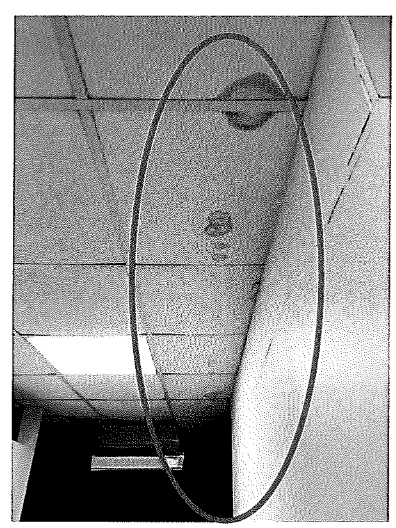




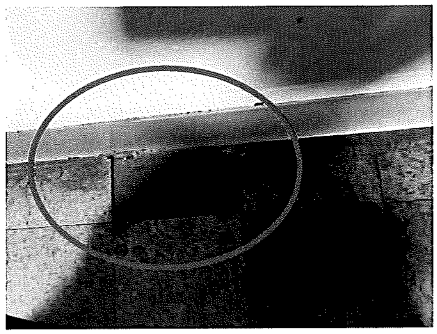
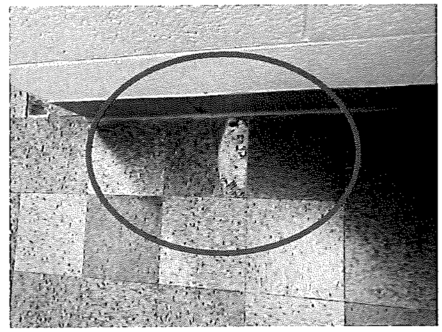
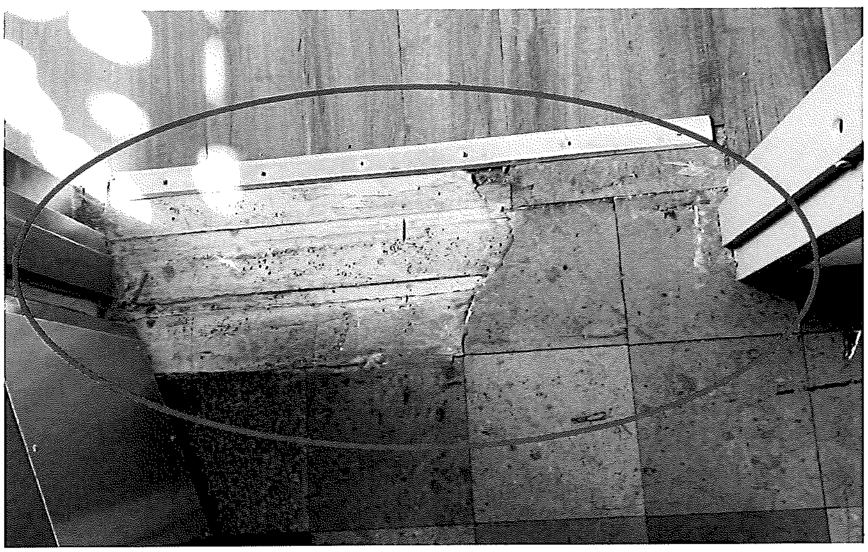
Inadequate insulation

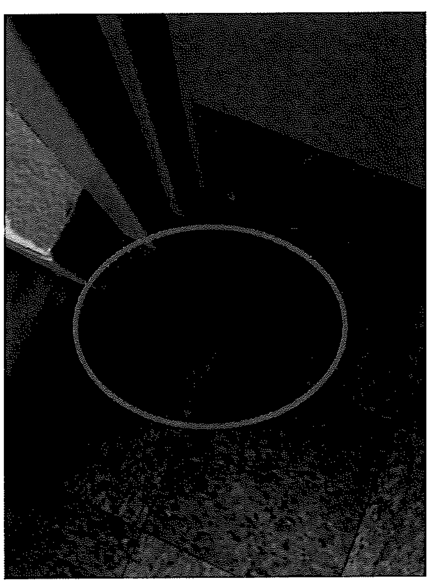
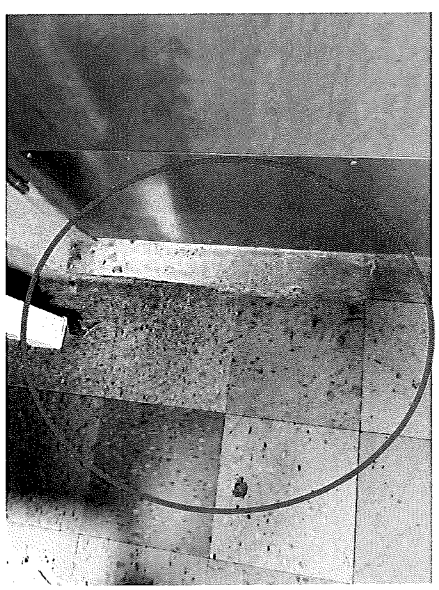




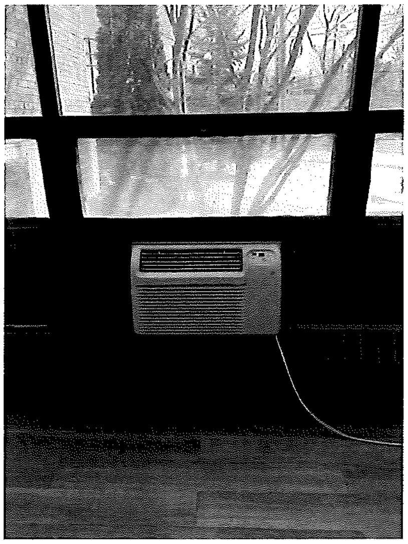


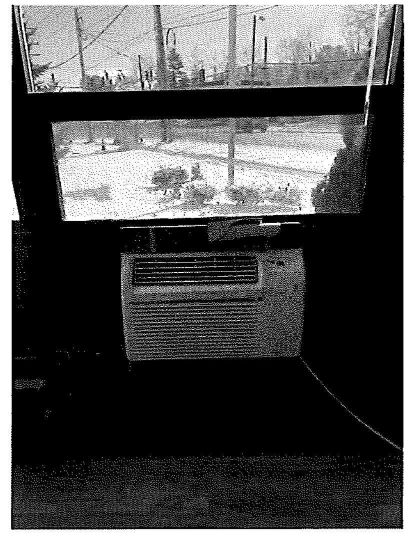
Bunk Room and Lounge Loose/Broken Asbestos Tile

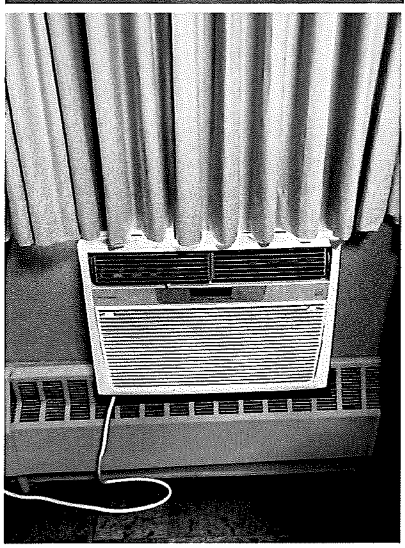





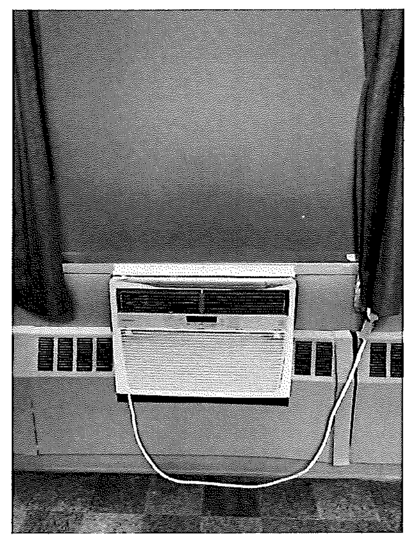



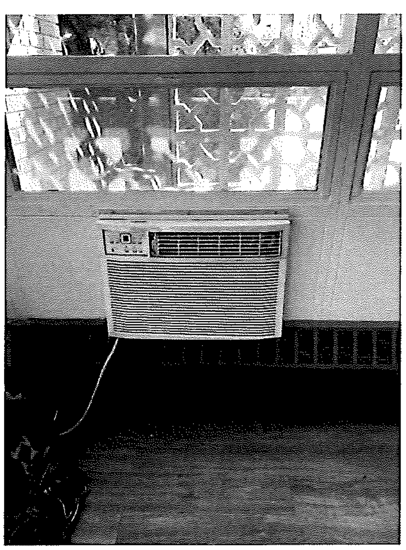

Inefficient Room Wall Units Will Be Removed











ARPA TRACKING
DEPARTMENT

Funding Source	Date	Expense line item	Payee	Goods or services	$ amt	Purchasing Dept. prior approval	Reason for ARPA Funding
ARPA	2/14/2022	ARPA	Maggiore Construction & Encon, Inc.	Renovate/Upgrade Stations	$301,066.70	Noncompetitive Procurement	1.7 Capital investments or Physical Plant Changes to Public Facilities that respond to the COVID-19 Public Health Emergency
				Total expenses	$301,066.70		

CFO APPROVAL:______________________________

CHIEF OF STAFF APPROVAL:______________________________

ARPA Summary

	Budget	Actual
Budget ARPA	39,249,678.78	19,624,839.39

Allocations:	Budget	Actual
Economic and Community Development	6,743,750.00	-
Department of Public Works for 5.6 Clean Water: Stormwater	9,759,820.00	-
Finance: Broardband	500,000.00	-
Community Services: Aid to non for profit organizations	1,500,000.00	-
Total Reported via ARPA PORTAL ON 01-31-2022	18,503,570.00	-
FY2022 OPERATING BUDGET BOOK	12,900,000.00	-
Total Allocated as of 01-31-22	31,403,570.00	
Unallocated balance of 01-31-22	**7,846,108.78**	

Remaining as of 02-14-22
19,624,839.39

Remaining as of 02-14-22
6,743,750.00
9,759,820.00
500,000.00
1,500,000.00
18,503,570.00

12,900,000.00