

To: NGCA Members
From: Bob Malouf, Chairman NGCA
Re: Minutes of NGCA regular meeting of January 21, 2026

Members Present

Bob Malouf
Susan Dutilly (remotely)
Robert Aldi
Carol Menard
Richard Podurgiel
Ray Lathrop
Todd Postler
Michael Driscoll

Others Present

Mike Svab, Pro Manager
Eric Kundahl, Superintendent
Shane Marchenkoff, Assistant Professional
Mickey Busca, Member's Club

CALL TO ORDER

Chairman Malouf called the January 21, 2026, meeting of the Norwich Golf Course Authority to order at 6:00 PM.

MINUTES

A motion to approve the minutes of the November 19, 2025, meeting, of the Norwich Golf Course Authority was made by Mr. Postler, seconded by Ms. Dutilly and approved by a vote of 7-0, Ms. Menard abstaining.

No Norwich Golf Course Authority meeting was held in December of 2025.

FINANCIAL REPORT

Mr. Postler presented the Financial Report.

NGCA December 2025 Financial Report Narrative

Current Month

OPERATING REVENUES for the month of December 2025 were \$1,688.47 compared to budgeted revenues of \$2,964, \$1,275.53 under budgeted revenues, and \$1,773.79 under December 2024 revenues.

EXPENSES for the month of December 2025 were \$83,814.61 compared to budgeted expenses of \$85,360.20, \$1,545.59 under budgeted expenses and \$1,226.11 under December 2024 expenses.

NET LOSS for December 2025 was \$82,126.14 compared to NET LOSS for December 2024 of \$81,578.46.

CASH BALANCE for December 2025 was \$2,048.28, in comparison to the prior month of November 2025, of \$69,133.47. This is a decrease of \$67,085.19.

YTD

YTD OPERATING REVENUES were \$1,479,546.56, compared to YTD budgeted revenues of \$1,572,480.00. This is \$92,933.44 under the YTD Budget, and \$20,638.45 over the prior year.

The amounts under budget by categories are as follows: \$33,691.45 Greens Fees, \$32,496.75 Cart Rentals, \$37,737.50 Member Dues, & Miscellaneous \$89.09. League/Outings/Usage are over budget by \$5,775.73. There is also \$5,305.62 of Interest Income that was not budgeted.

YTD EXPENSES were \$1,504,292.31 compared to YTD budgeted expenses of \$1,611,896.69. This is \$107,604.68 under the YTD budget, and \$76,679.69 over the prior year.

YTD Total Revenues were less than Expenses by \$24,745.75, which is over budget by \$14,670.94 and \$56,041.24 under YTD December 2024.

NOTE: The city's fiscal year ended June 30, 2025. Entries were made on June 30, 2025, to move Capital Expenditures to Fixed Assets on the Balance Sheet, and to amortize the Golf Cart Lease according to GASB which moves expenditures to the Balance Sheet. This makes the actual to budget expenditures look more favorable.

A section was included to show adjustment to Cash Basis as of December 31, 2025.

Adjustments to Expenses for cash basis are as follows:

- Depreciation Expenses (\$149,629.23)
- Loan Payment Made \$40,000.00
- Loan Payment Made \$58,571.43
- Gold Cart Lease Adj. \$18,883.95
- Greens Mower \$50,617.16
- Bunker #9 \$24,750.00

- Stump Grinder \$ 5,090.82
- Green Moisture Sensors \$ 6,010.00
- Satellite Equip. Upgrade \$ 8,385.65
- Restaurant Lease Overpay (\$ 100.00)
- **TOTAL \$62,579.73 added to expenses**

On a cash basis **Expenses exceed Revenues** by \$87,325.53, which is **\$97,929.66 under budget.**

Items of interest on the Balance Sheet:

- The Restaurant lease payment is overpaid by \$100 as of December 2025.
- The balance in Accounts Payable (products/services received but not paid for as of 12/31/25) is \$4,926.70.
- The Due to General Fund is the NGCA’s cash balance as of 12/31/25. An amount in the Asset section means the City owes the NGCA those funds of \$2,048.28.

NOTE: December Cash Balance less items to be paid = Cash available (Cash Shortfall):

$$\$2,048.28 - \$4,926.70 = (\$2,878.42)$$

Norwich Golf Course Authority ended the year with a cash shortfall. Anticipating limited funds will be received in January 2026, the city will need to cover expenses until the NGCA receives additional membership dues. This situation has not occurred since 2020.

Items to be considered:

The NGCA came into 2025 with a cash available balance but does not have a cash available balance going into 2026.

Discussions regarding the budget noted that the yearly season was impacted by a number of rainouts on weekends reducing the green fee revenues and cart rentals which were anticipated.

Mr. Svab advised the Authority that the Caddy Shack has paid the rent for the month of January 2026 and still has a credit of \$100 due to an earlier overpayment.

A motion to receive and accept the Financial Report was made by Mr. Podurgiel, seconded by Mr. Lathrop and approved by a vote of 8-0.

CADDY SHACK

The Caddy Shack lease is paid through the end of January 2026 with a credit of \$100 against future payments.

CHAIRMAN'S REPORT

Chairman Malouf made no formal report other than noted that the rainy weather in the Spring on weekends had dampened the Authority's expectations.

MEMBER'S CLUB

Mr. Busca noted that the Member's Club did not hold a meeting in December 2025 but did have a Christmas party which was well attended and enjoyed, basically standing room only. On behalf of the Member's Club Mr. Busca thanked the Authority for providing a cake for the event.

COURSE SUPERINTENDENT

Mr. Kundahl indicated that he had no formal report to make given the winter conditions noting that there was snow on the ground with more anticipated.

PRO MANAGER REPORT

Mr. Svab introduced Shane Marchenkoff who will start working as an assistant professional as of February 17, 2026. Mr. Marchenkoff has had considerable experience at other courses and is looking forward to the opportunity to serve at the Norwich Golf Course.

With respect to winterizing the course and the clubhouse, Mr. Svab noted that he and Mr. Kundahl had completed the necessary reports to the DEEP in December of 2025, with the DEEP being satisfied with the materials provided.

Mr. Svab also advised the Authority that the Connecticut State Golf Association dinner honoring, among others, the Norwich Golf Course for its receipt of the 2025 Walter "Bud" Smith Distinguished Club Award had been well attended. Several representatives of the Norwich Golf Course and the Norwich Golf Course Authority were present. The distributed programs for the dinner included a short history of golf in Norwich and, more particularly, golf at the Norwich Golf Course, both as a private club then as a municipal club, also noting that the Norwich Invitational, soon to be 100 years old, is the second oldest match play event in the state. Recognition was given to two longtime members of Norwich who are also volunteers of the Connecticut State Golf Association, Jim Homiski and John Marion.

With respect to the clubhouse, Mr. Svab reported that the carpets have already been cleaned and at this point the facility is ready for opening. Jason Bromley has indicated

he plans on opening on January 28, 2026, assuming the weather, snow and/or cold does not interfere.

Mr. Svab distributed a monthly calendar schedule for the period of April – November 2026. Events listed in black include holidays and days on which the course will be closed all day or for periods of the day and those in reds are events scheduled on days which regular golf course activities will take place. Among other things, as the schedule indicates, the course will be closed for aeration all day on Monday, April 27, 2026.

MAINTENANCE COMMITTEE

Mr. Lathrop noted that several trees had been pruned or cut down, with two trees removed because of their condition. Given the winter weather he has no further report to make.

NEW BUSINESS

Chairman Malouf reported on discussions he has had with Jason Bromley regarding his contract with the Caddy Shack. Mr. Bromley has been discussing making an investment in new furnishings and equipment and is concerned that the current lease agreement runs year to year and requires both parties to agree to an extension. In order to protect Mr. Bromley's investment in the restaurant, Chairman Malouf suggested that the lease include a provision that the Authority will agree to purchase such capital items to be purchased by Mr. Bromley on a depreciating schedule.

A motion to include such an adjustment to the lease was made by Mr. Postler, seconded by Ms. Menard with the understanding that Chairman Malouf would continue negotiations with Mr. Bromley and, upon an agreement, the lease will be modified to include the same.

Mr. Malouf suggested that the employee handbook be updated and he requested assistance from Ms. Menard, Mr. Svab, and Mickey Busca who have already started to work on the project.

A motion was made by Chairman Malouf, seconded by Mr. Postler and approved by a vote of 8-0.

At 6:23 p.m. Chairman Malouf made the following motion to go into executive session:

MOTION TO GO INTO EXECUTIVE SESSION

I hereby move, pursuant to Connecticut General Statutes Section 1-200(6)(5)(B) and Section 1-210(b), that the members of the Norwich Golf Course Authority go into Executive Session for the purpose of discussing the selection of sites and acquisition or disposition of real estate or interests in real estate and when publicity regarding the sites and the acquisition or disposition of interests in the same would adversely impact the price of the same, to review preliminary drafts of proposals pertaining to the use of the properties, and to review commercial or financial information given in confidence not required by statute, the Authority having determined that the public interest in holding such discussions in Executive Session clearly outweighs the public interest in disclosure at this time. Golf Professional Mike Svab, Course Superintendent Eric Kundahl and Assistant Professional Shane Marchenkoff shall be asked to participate during all or a portion of this Executive Session at the request of the Norwich Golf Course Authority.

At 7:07 p.m. Chairman Malouf requested a motion to return to regular session noting that no votes were taken during the executive session. Mr. Driscoll made the motion to return to regular session and Mr. Lathrop seconded the same. The motion to return to regular session was approved by a vote of 8-0.

ADJOURNMENT

At 7:08 PM a motion to adjourn was made by Mr. Lathrop, seconded by Mr. Postler and approved by a vote of 8-0.