



## Third Taxing District

2 Second Street  
East Norwalk, CT 06855

Tel: (203) 866-9271  
Fax: (203) 866-9856

### Third Taxing District of the City of Norwalk Commission Meeting

**Monday, February 25, 2019 at 7:00p.m.**

At the Third Taxing District Office, 2 Second Street, East Norwalk, CT

1. Public Comment – 15 Minute Limit
2. Minutes of Meeting – February 11, 2019 Regular Meeting – A/R (Pgs. 1-8)
3. Annual Meeting Final Review (Pgs. 9-20)
4. Strategic Planning Session (Pgs. 21-22)
5. Adjourn

\*A/R – Action Required/See Attached Motion

Agenda backup material is available at the TTD office, [www.ttd.gov](http://www.ttd.gov) and will be available at the meeting.

M:\Shared\ Commission Meeting Information\Agenda 2-25-19.doc

---

#### *District Commissioners*

<b>Johnnie Mae Weldon</b>	203-216-2652	Chairperson	<b>Kevin Barber</b>	203-866-9271	General Manager
<b>Debora Goldstein</b>	203-252-7214	Commissioner	<b>Ron Scofield</b>	203-866-9271	Assistant General Manager
<b>Pamela Parkington</b>	203-858-4261	Commissioner			Treasurer

DRAFT

**THIRD TAXING DISTRICT**

of the City of Norwalk

Commission Meeting

February 11, 2019

**ATTENDANCE:** Commissioners: Johnnie Mae Weldon, Chair; Debora Goldstein; Pamela Parkington

**STAFF:** Kevin Barber, General Manager

**OTHERS:** Peter Johnson, CMEEC Ratepayer Representative  
Michael Lane, Interim CEO CMEEC

**PUBLIC:** Diane Cece, East Norwalk Neighborhood Association  
Cathy Cray, East Norwalk Improvement Association

**CALL TO ORDER**

Commissioner Weldon called the meeting to order at 7:00 p.m. A quorum was present.

**PUBLIC COMMENT**

No one from the public was in attendance to comment.

**ENNA REQUEST FOR COMMUNITY SHREDDING EVENT**

Ms. Diane Cece, as a representative of the East Norwalk Neighborhood Association (ENNA), spoke to the Commission about the Association's plan to host a Shredding Event on Saturday, April 27, 2019 for East Norwalk residents (no commercial businesses) and possibly other Norwalk citizens, which happens to coincide with Earth Day Week and Keep Norwalk Beautiful Day.

They have secured the company Shred-It for the event. The event will be held for four hours, which includes set-up, shredding time and take-down. ENNA is asking the Commission for permission to use the East Norwalk Library's parking lot for the event. ENNA has already approached the Library Board and Executive Director with the request and have received their approval provided the Commission authorizes the use of the parking lot. In addition, ENNA is asking to promote the event through TTD's marketing venues, i.e., newsletter and email blast.

Third Taxing District  
of the City of Norwalk  
February 11, 2019

DRAFT

The plan would be to allow the East Norwalk residents two bags or two banker boxes for “free” shredding. Any additional bags/boxes would be charged a small fee. Any other residents of Norwalk who would come to the event would be charge a modest fee for any shredding. The shredding will be limited to documents only.

**\*\* COMMISSIONER PARKINGTON MOVED TO APPROVE THE EAST NORWALK NEIGHBORHOOD ASSOCIATION’S REQUEST TO USE THE LIBRARY PROPERTY ON SATURDAY, APRIL 27, 2019 TO BRING IN SHRED-IT TO OFFER THE CITIZENS OF 06855 EAST NORWALK THE OPPORTUNITY TO SHRED THEIR DOCUMENTS.**

**\*\* COMMISSIONER GOLDSTEIN MADE A FRIENDLY AMENDMENT TO THE MOTION: CONTINGENT UPON PROVIDING EVIDENCE OF A CERTIFICATE OF INSURANCE.**

**\*\* COMMISSIONER GOLDSTEIN SECONDED.**

**\*\* THE MOTION PASSED UNANIMOUSLY.**

### CMEEC UPDATE

Mr. Barber introduced Michael Lane, Interim CEO of CMEEC, who will be talking to the Commission and answering any questions with regard to the CMEEC Update topics: Rating Agencies, Forensic Examination and Legislation.

#### Update on the Rating Agencies

Mr. Lane informed the Commission that there are two rating agencies for CMEEC, Moody’s Investors Service and Fitch Ratings. There are three levels of ratings: negative watch, negative warning and credit negative. At the time of the indictments, Fitch took the first action and gave CMEEC a negative watch, which is the worse of the three levels. Moody’s gave CMEEC a credit negative. CMEEC is still rated A+ with Fitch and AA3 with Moody’s, which are very good ratings.

Subsequent to the Moody’s and Fitch actions, Moody’s provided CMEEC with their update credit opinion, which was favorable for CMEEC. They kept CMEEC’s rating stable, but with a credit negative.

The next milestone the rating agencies are going to take upon CMEEC will be once the Special Committee makes their recommendation to the full CMEEC Board for the two individuals that are being investigated at this time. Once the Board vote is released, the rating agencies may take another action. They could choose to leave it alone for a while, choose to downgrade CMEEC or return everything back to stable.

Third Taxing District  
of the City of Norwalk  
February 11, 2019

DRAFT

### CMEEC Forensic Examination

Mr. Barber stated that one of the requirements of Public Act 17-73 required CMEEC to have a forensic examination performed for the past five years. The examination is now complete.

Mr. Lane said the examination was a large undertaking. Thousands of transactions were provided to the examiners, Cohn Reznick, a multi-national firm. The examination was slated to take approximately 90 days and ended taking about five months. It was completed and posted prior to the end of the fiscal year. The results were a testament to the organization as a whole. There wasn't much new news that came out regarding the Kentucky Derby over the five-year period.

The recommendations that came out as a result of the examination were items that both Mr. Lane and his staff were already instituting - putting in additional controls and best practices. The charitable contribution recommendation that came out was something that was already going to be done. It was not completed at the time of the examination, which made it a finding on the examiner's part. The staff is working on putting a draft together for Mr. Lane's review and it will then be presented to the CMEEC Board for their approval.

Another finding was on the Economic Development Fund. The examiners could not see the end result of where the funds went, which is true as the funds do not truly belong to CMEEC. The funds belong to the MEUs. Should the MEUs decide to participate in the program, they can have a charge added to their CMEEC power bill. These fees are then placed into a liability fund for the MEU. CMEEC has the cash and the liability. At the MEU's determination of an Economic Development project, the MEU requests the funds from CMEEC. The recommendation was to release the funds to the MEUs on a monthly basis, which is not feasible. Mr. Lane stated the change that will be made is if the MEU requests funds for a project, it will be sent to directly to the MEU and then they will disperse it to whomever the MEU feels is necessary.

The third recommendation is that CMEEC align their expenses with their purposes. That is something which they have been practicing since the Kentucky Derby news was released at the end of 2016.

In the end, Cohn Reznick did not find anything accounting-wise, there were no misstatements, or no hidden accounts. Over a five-year period (2013-2017) there were only four expenses during the entire time that were found to be either not with a purpose or questionable. Mr. Lane feels that in the end the examination was a success.

Third Taxing District  
of the City of Norwalk  
February 11, 2019

DRAFT

Legislation Proposed That May Affect CMEEC

Mr. Barber and Commission Goldstein wanted to bring to the Commission's attention any legislation that is being proposed at the Connecticut State Legislature which relates to CMEEC. Mr. Barber provided the Commission with a 4-page listing of all types of legislation that is identified as affecting CMEEC.

Commissioner Goldstein noted that Senator Somers did not actually introduce legislation that would have terminated CMEEC. There are a handful of bills in the list that are directly targeted to CMEEC. There are concerns about some of the bills because they could have the potential to change or interfere with the way CMEEC operates. There are two bills that actually reach through CMEEC, the intended target, and actually have language directed at the municipal electric utilities.

One request that came through was for the MECA (Municipal Energy Consumer Advocate). He is asking for \$30,000 to hire expert consultants in order to monitor CMEEC. This is on top of PA17-73 which already provides him access to all of CMEEC's records and staff, except for exemptions such as HR records.

The Commission continued to discuss the list of proposed bills. Mr. Lane will keep the Commission up-to-date on all legislative matters as updates become available.

**CMEEC MICROGEN PROJECT REALLOCATION**

Mr. Barber informed the Commission that on December 21, 2018, Wallingford notified CMEEC of its intention to not continue with their participation in Microgen 50 in 5 Project effective December 31, 2018.

CMEEC staff is recommending the reallocation of Wallingford's Entitlement Allocation (EA) to the other project participants. Wallingford's EA for this project was 29.567%. TTD's EA is 4.21%. Reallocating Wallingford's EA would provide TTD with an additional ownership share of 1.7673% of the project. TTD's revised share would be 5.9773%. Based on past history and future projections, this project appears to be very positive over the next five years, but there always remains a risk.

The Commission discussed what TTD would want to do if one of the other project participants declined to take on their proportionate share of Wallingford's EA. They discussed whether or not it would be a good move for TTD to take an additional share if this were to happen. Commissioner Goldstein suggested that it might be worthwhile to authorize Mr. Barber to take on any additional EA share if it should become available with a limitation of an additional 2.5%.

Third Taxing District  
of the City of Norwalk  
February 11, 2019

DRAFT

**\*\* COMMISSIONER PARKINGTON MOVED TO AUTHORIZE THE THIRD TAXING DISTRICT'S MEMBER DELEGATE, KEVIN BARBER, TO APPROVE TTD'S INCREASED PARTICIPANT SHARE OF THE MICROGEN PROJECT FROM 4.21% TO 5.9773% FOLLOWING WALLINGFORD'S DECISION TO WITHDRAWAL FROM THE PROJECT AND THE REALLOCATION OF WALLINGFORD'S ENTITLEMENT ALLOCATION, AS PER THE REPLACEMENT POWER SALES CONTRACT. FURTHER MOVED TO AUTHORIZE THE MEMBER DELEGATE, KEVIN BARBER, IF THE OPPORTUNITY ARISES TO INCREASE OUR ALLOCATION BY AN ADDITIONAL 2.5%.**

**\*\* COMMISSIONER GOLDSTEIN SECONDED.**

**\*\* THE MOTION PASSED UNANIMOUSLY.**

### **MINUTES OF MEETING**

#### **January 7, 2019 Regular Meeting**

Noted corrections:

Page 2: 4<sup>th</sup> paragraph from the bottom, second line – change the word “install” to “swear in.”

Page 3: Second motion on page – change the word “ACCEPTANCES” to “IN FAVOR.”

Page 4: 4<sup>th</sup> bullet on top of page: Change the wording of the sentence to clarify the roadway being made wider is East Avenue.

Page 4: 3<sup>rd</sup> paragraph below first set of bullets – Strike the last sentence of the paragraph.

Page 5: 5<sup>th</sup> paragraph after bullets, last line – change “is” to “be made.”

**\*\* COMMISSIONER GOLDSTEIN MOVED TO APPROVE THE MINUTES OF JANUARY 7, 2019 REGULAR MEETING AS AMENDED.**

**\*\* COMMISSIONER WELDON SECONDED.**

**\*\* THE MOTION PASSED UNANIMOUSLY.**

#### **February 4, 2019 Special Meeting**

**\*\* COMMISSIONER GOLDSTEIN MOVED TO APPROVE THE MINUTES OF FEBRUARY 4, 2019 SPECIAL MEETING.**

**\*\* COMMISSIONER PARKINGTON SECONDED.**

**\*\* THE MOTION PASSED UNANIMOUSLY**

### **DISCUSSION/ANALYSIS OF FINANCIAL STATEMENTS/KEY PERFORMANCE INDICATORS**

Mr. Barber referenced the Financial Highlights. He continued by informing the Commission that the Profit & Loss Budget vs. Actual now has a new format which is inclusive of both the current month and year-to-date, for both the Electric Company and now the District. Mr. Barber

Third Taxing District  
of the City of Norwalk  
February 11, 2019

DRAFT

explained the new format to the Commission and reviewed some of the accounts. The Commission was very pleased with the new formatting of the budget.

Mr. Barber continued with the newly added District Profit & Loss Budget vs. Actual which the Commission has been asking to have included with the financials. He reviewed the accounts with the Commission and answered any questions. Mr. Barber will continue to fine-tune this budget report.

KPI's – All in line with the industry bandwidth.

PCA – At the end of this current fiscal year, we are expecting to be just under \$3.5 million. Under the current forecast, it should drop to \$2.5 million at the end of fiscal year 2021.

### **DISTRICT BUDGET PRESENTATION**

Mr. Barber explained the new format of the District Budget to the Commission and reviewed each section (Revenue, Expenses, Capital Projects) in detail. The total funding required for FY2019/20 is \$330,773, which is up 5.65% over the current fiscal year. The Opening District Fund Balance for FY2019/20 is projected to be \$58,254.

The Commission discussed the Budget and thought that the request of \$330,773 was on the high side and noted that the Budget continues to increase year-over-year. Since there is a large Opening District Fund Balance, the requested funds could be decreased by \$25,000, making the request to transfer from the Electric Company \$305,773.

**\*\* COMMISSIONER GOLDSTEIN MOVED TO AMEND THE BUDGET IN THE COMMISSION PACKET TO CHANGE THE TRANSFER FROM ELECTRIC LINE TO \$303,773 WITH THE CONSEQUENT CHANGE TO THE DISTRICT ENDING FUND BALANCE.**

**\*\* COMMISSIONER PARKINGTON SECONDED.**

**\*\* THE MOTION PASSED UNANIMOUSLY.**

### **ANNUAL MEETING PACKET REVIEW**

The Commission reviewed the Annual Meeting Packet for March 6, 2019, which consists of the Agenda, Outline, Legal Notice and March 28, 2018 Meeting Minutes.

The change on the Agenda was to remove the “Third Taxing District and Your Community” presentation. All other items were to remain the same. The Outline was updated to reflect the change on the Agenda and to update who the presenters will be for each item. The Legal Notice and the March 28, 2018 Meeting Minutes remain as is.

Third Taxing District  
of the City of Norwalk  
February 11, 2019

DRAFT

Mr. Barber walked the Commission through a simplified presentation of the District Budget that he will be presenting to the electors. The Commission liked the presentation, but thought the typeface was still a bit small for anyone sitting across the room. Mr. Barber will work on enlarging the typeface or spreading the District Budget out over multiple pages.

**\*\* COMMISSIONER GOLDSTEIN MOVED TO TABLE GENERAL MANAGER'S REPORT AND PROJECT SUMMARY TO THE MARCH 4, 2019 REGULAR MEETING.**

**\*\* COMMISSIONER PARKINGTON SECONDED.**

**\*\* THE MOTION PASSED UNANIMOUSLY.**

### **ADJOURNMENT**

**\*\* COMMISSIONER WELDON MOVED TO ADJOURN.**

**\*\* COMMISSIONER PARKINGTON SECONDED.**

**\*\* THE MOTION PASSED UNANIMOUSLY.**

The meeting adjourned at 9:27 p.m.

Respectfully submitted,

Cynthia Tenney  
Executive Assistant  
Third Taxing District

Third Taxing District  
of the City of Norwalk  
February 11, 2019

MOTION FOR MINUTES

COMMISSIONER (name of Commissioner) MOVED TO APPROVE THE MINUTES OF (date of meeting) REGULAR MEETING.

OR

COMMISSIONER (name of Commissioner) MOVED TO APPROVE THE MINUTES OF (date of meeting) REGULAR MEETING AS CORRECTED.



## Third Taxing District

2 Second Street  
East Norwalk, CT 06855

Tel: (203) 866-9271

### AGENDA

Annual Meeting of the Electors of the Third Taxing District of the City of Norwalk, Wednesday, March 6, 2019, at 7:00 p.m., at The Marvin Community Room, 60 Gregory Boulevard, East Norwalk, Connecticut.

1. Welcome and call to order
2. Introductions
3. Reading and acceptance of the Notice of the Annual Meeting
4. Election of Annual Meeting Chairman
5. Election of Annual Meeting Secretary
6. Reading & Acceptance of Annual Meeting Minutes of March 28, 2018
7. Industry/Legislative Update, followed by Q&A from the public.
8. Report of the operation of the Electric Department for the fiscal year July 1, 2017 through June 30, 2018, followed by Q&A from the public.
9. Presentation of District Budget, followed by Q&A from the public.
10. Authorization to approve the District Budget and transfer funds from the Electric Department to the District account to cover the budget requirements for the fiscal year July 1, 2019 through June 30, 2020.
11. Public Comment on Topics of Interest on East Norwalk or Third Taxing District
12. Adjourn

M:\Commission Meeting Information\Annual Meetings\Annual Meeting 2019\Annual Meeting Agenda 3-6-19.doc

#### *District Commissioners*

<b>Johnnie Mae Weldon</b>	203-216-2652	Chairperson	<b>Kevin Barber</b>	203-866-9271	General Manager
<b>Debora Goldstein</b>	203-252-7214	Commissioner	<b>Ron Scofield</b>	203-866-9271	Assistant General Manager
<b>Pamela Parkington</b>	203-858-4261	Commissioner			Treasurer

## General Meeting Presentation Outline – Third Taxing District Annual Meeting – March 6, 2019

Item	Presenter	Begin By	Approx. Time (minutes)
1. Welcome and Call to Order	Johnnie Mae Weldon	7:00 PM	5
2. Introductions	Johnnie Mae Weldon	7:05 PM	5
3. Reading and Acceptance of the Meeting Notice	Johnnie Mae Weldon	7:10 PM	5
4. Election of a Meeting Chairman	Johnnie Mae Weldon	7:15 PM	5
(Pause) – Review Procedures with Elected Chairman		7:20 PM	5
5. Election of a Meeting Secretary	Meeting Chairman	7:25 PM	5
6. Reading & Acceptance of Annual Meeting Minutes of 3/28/18	Meeting Chairman	7:30 PM	5
7. Industry/Legislative Update, followed by Q&A	Debora Goldstein	7:35 PM	5
8. Report of the Operation of the Electric Dept. for the Fiscal Year July 1, 2017 through June 30, 2018, followed by Q&A	Kevin Barber	7:40 PM	15
9. Presentation of District Budget, followed by Q&A from Public	Kevin Barber	7:55 PM	15
<b>10. Vote to Approve District Budget &amp; Transfer Funds</b>	Meeting Chairman	8:10 PM	5
11. Public Comment on topics of Interest on East Norwalk or Third Taxing District	Public	8:15 PM	30
12. Adjourn		8:45 PM	



## Third Taxing District

2 Second Street  
East Norwalk, CT 06855

Tel: (203) 866-9271

### NOTICE

The legal voters of the Third Taxing District of the City of Norwalk are hereby notified and warned that a meeting of said District will be held at The Marvin Community Room, 60 Gregory Boulevard, East Norwalk, Connecticut, on Wednesday March 6, 2019 at 7:00 P.M. for the following purposes:

To receive the financial report of the District for the fiscal year July 1, 2017 through June 30, 2018, and the report of the operation of the Electric Department for the fiscal year July 1, 2017 through June 30, 2018.

To act on the District budget for the fiscal year July 1, 2019 through June 30, 2020, including the appropriation of funds to cover the budget requirements of the District for care and use of parks owned by the District, care of the East Norwalk Firehouse, care of the East Norwalk Historical Cemetery, support of the East Norwalk Improvement Association Public Library, and stipends of District Officials for the fiscal year July 1, 2019 through June 30, 2020.

To approve the District budget and the transfer of funds from the Electric Department to the Third Taxing District account to cover the budget requirements for the fiscal year July 1, 2019 through June 30, 2020.

Ronald Scofield  
District Clerk  
February 14, 2019

M:\Shared\Commission Meeting Information\Annual Meetings\Annual Meeting Notice - 3-6-19.doc

---

#### *District Commissioners*

<b>Johnnie Mae Weldon</b>	203-216-2652	Chairperson	<b>Kevin Barber</b>	203-866-9271	General Manager
<b>Debora Goldstein</b>	203-252-7214	Commissioner	<b>Ron Scofield</b>	203-866-9271	Assistant General Manager
<b>Pamela Parkington</b>	203-858-4261	Commissioner			Treasurer



**Third Taxing District**

2 Second Street  
East Norwalk, CT 06855

Tel: (203) 866-9271  
Fax: (203) 866-9856

**MINUTES OF  
SPECIAL ANNUAL MEETING OF THE  
THIRD TAXING DISTRICT OF THE CITY OF NORWALK  
WEDNESDAY, MARCH 28, 2018 AT 7:00 P.M.  
AT THE MARVIN, 60 GREGORY BOULEVARD, E. NORWALK, CT**

Attendance: See attached sheet

The meeting was called to order at 7:12 p.m. by Chairman Brown.

Chairman Brown introduced the Commission and staff to the attendees.

Motion was made by Linda Mineo, seconded by Gary Jacobson, to waive the reading and acceptance of the Notice of the Special Annual Meeting.

Yes – 20, No – 0, Abstain - 0

Motion was made by Peter Johnson, seconded by Beth Siegelbaum, to nominate David Brown as Annual Meeting Chairperson.

Yes – 22; No – 0; Abstain - 0

Motion was made by Sarah Mann, seconded by Sarah Amato-Mills, to elect Susan Lane as Secretary.

Motion was made by Pamela Parkington, seconded by Johnnie Mae Weldon, to elect Beth Siegelbaum as Secretary.

Susan Lane was named Secretary, with a vote of 15 to 7.

Motion was made by Diane Cece, seconded by Gary Jacobson, to waive the reading and acceptance of the Special Annual Meeting Minutes of 3/8/17.

Yes- 24, No – 0, Abstain - 0

Johnnie Mae Weldon, Treasurer, presented the Community Events of the Third Taxing District and Your Community, highlighting the past year’s activities.

Commissioner Parkington presented the Community Funding and Assets of the Third Taxing District and Your Community, highlighting and giving their history.

---

*District Commissioners*

<b>Johnnie Mae Weldon</b>	203-216-2652	Chairperson	<b>Kevin Barber</b>	203-866-9271	General Manager
<b>Debora Goldstein</b>	203-252-7214	Commissioner	<b>Ron Scofield</b>	203-866-9271	Assistant General Manager
<b>Pamela Parkington</b>	203-858-4261	Commissioner			Treasurer

Commissioner Goldstein presented the Industry/Legislative Update, followed by Q&A from the public.

Mr. Barber, General Manager, presented the financial report of the operation of the Electric Department for the fiscal year July 1, 2016 through June 30, 2017, followed by Q&A from the public.

Commissioner Brown presented the District Budget followed by Q&A from the public.

Motion was made by Debora Goldstein, seconded by Linda Mineo, to authorize and approve the District Budget and transfer funds in the amount of \$313,070 from the Electric Department to the District account to cover the budget requirements for the fiscal year July 1, 2018 through June 30, 2019.

Yes – 24; No – 0; Abstain - 0

Motion was made by Commissioner Goldstein, seconded by Peter Johnson, to adjourn.  
Motion passed unanimously.

The meeting adjourned at 8:46 p.m.

Respectfully submitted,

Cynthia Tenney  
Recording Secretary

## ATTENDANCE SHEET

### TTD Ratepayers:

Albertson, Mark W.  
Amato-Mills, Sarah Marie  
Anderson, James C.  
Bauchner, Roberta N.  
Brown, David L.  
Cece, Diane M.  
Chelminski, Julie North  
Cray, Katherine A.  
Deacy, John P.  
Garvey, Michael  
Gerety, William Joseph  
Goldstein, Debora  
Holowinko, Edward M.  
Jacobson, Gary S.  
Johnson, Peter M.  
Lane, Susan E.  
Langston, Linda P.  
Mann, Sarah M.  
Mele, Dawn L.  
Mineo, Linda M.  
Mulford, Charles W.  
Parkington, Pamela Mills  
Roberts, Robert W.  
Siegelbaum, Beth M.  
Toussaint, Kendall R.  
Weldon, Johnnie Mae

### Others:

Kevin Barber, General Manager, TTD  
Ron Scofield, Asst. General Mgr., TTD  
Cynthia Tenney – TTD Staff  
Tricia Dennison – TTD Staff  
Rachel Garcia – TTD Staff  
Mike Adams – TTD Staff  
Scott Tracy – TTD Staff  
Joe Charriot – TTD Staff  
Matt Allred, TTD Accountant



# ***Third Taxing District***

## ***Proposed Budget***

### ***Fiscal Year 2019-2020***

*Budget Recommended by the Third Taxing District Commission to the Electors on February 11, 2019*

# *Third Taxing District*

## *Proposed Budget – Fiscal Year 2019-2020*



<b><i>DISTRICT REVENUES</i></b>	<b><u>Proposed Budget FY 2019-2020</u></b>	<b><u>FY 2018-2019</u></b>	<b><u>% Change</u></b>
Rental Income – Firehouse	\$44,052	\$42,769	3.00%
Interest	\$325	\$325	0.00%
<b><i>Total District Revenues</i></b>	<b>\$44,377</b>	<b>\$43,094</b>	<b>2.98%</b>

# Third Taxing District Proposed Budget - Continued



<b>DISTRICT EXPENSES</b>	<b>Proposed Budget FY 2019-2020</b>	<b>FY 2018-2019</b>	<b>% Change</b>
<b><i>District Operations</i></b>			
Commission Stipend	\$10,500	\$10,500	0.00%
Treasurer Stipend	\$1,800	\$1,800	0.00%
Clerk Stipend	\$1,800	\$1,800	0.00%
Ratepayer Representative Stipend	\$1,800	\$1,800	0.00%
Payroll Tax Expenses	\$1,300	\$1,300	0.00%
<b><i>District Events</i></b>			
Holiday Events (Tree Lighting)	\$6,800	\$6,500	4.62%
Summer Concert Series	\$33,000	\$33,000	0.00%
Annual Electors Meeting	\$6,000	\$5,000	20.00%
<b><i>Maintenance of District Assets</i></b>			
Parks – Maintenance	\$26,000	\$32,000	(18.75%)
Firehouse Building	\$2,000	\$2,000	0.00%
East Norwalk Library Building	\$8,000	\$8,000	0.00%
East Norwalk Historical Cemetery	\$23,650	\$20,000	18.25%
<b><i>Other Expenses</i></b>			
Other District Services	\$10,000	\$8,000	25.00%
Contingencies	\$30,000	\$30,000	0.00%
<b><i>East Norwalk Improvement Association</i></b>			
Library – Operations	\$170,000	\$162,900	4.36%
Library - Contingent Matching Funds	\$10,000	\$11,500	(13.04%)
<b>TOTAL DISTRICT EXPENSES</b>	<b>\$342,650</b>	<b>\$336,100</b>	<b>1.95%</b>

# Third Taxing District Proposed Budget - Continued



	<u>Proposed Budget FY 2019-2020</u>	<u>FY 2018-2019</u>	<u>% Change</u>
<b><i>CAPITAL EXPENDITURES</i></b>			
Firehouse Building	\$20,000	\$0	%
East Norwalk Library Building	\$6,000	\$5,000	20.00%
East Norwalk Historical Cemetery	\$6,500	\$3,200	103.13%
<b><i>TOTAL CAPITAL EXPENDITURES</i></b>	<b>\$32,500</b>	<b>\$8,200</b>	<b>296.34%</b>

# Third Taxing District Proposed Budget - Continued



## BUDGET SUMMARY

	Proposed Budget FY 2019-2020	<u>FY 2018-2019</u>	<u>% Change</u>
District Revenues	\$44,377	\$43,094	2.98%
District Expenses	\$342,650	\$336,100	1.95%
Net Operating Income (Revenues - Expenses)	(\$298,273)	(\$295,006)	1.80%
<i>Capital Expenditures</i>	\$32,500	\$8,200	296.34%
<b>TOTAL FUNDING REQUIRED</b> (Expenses + Capital Expenditures - Revenues)	<b>\$330,773</b>	<b>\$301,206</b>	<b>9.82%</b>
<i>Opening District Fund Balance</i>	\$58,254	\$3,136	
<b>TRANSFER FROM ELECTRIC</b>	<b>\$305,773</b>	<b>\$313,070</b>	<b>(2.33%)</b>
<i>Ending District Fund Balance</i>	\$33,254	\$15,000	

*Budget Recommended by the Third Taxing District Commission to the Electors on February 11, 2019*

# *Questions?*



**Third Taxing District**

2 Second Street  
East Norwalk, CT 06855

Tel: (203) 866-9271  
Fax: (203) 866-9856

**Memorandum**

**To:** TTD Commissioners  
**From:** Kevin Barber – General Manager  
**Date:** February 19, 2019  
**Subject:** Strategic Planning

As a follow-up to the Strategic Planning meeting held on February 4, 2019 and a precursor to the second planning session, I am providing you with this memorandum to help prepare for this meeting.

At the Feb 4<sup>th</sup> meeting, the Commission reviewed 8 questions relating to strategic planning. They were:

- 1) What is the reason for Strategic Planning?
- 2) What is the scope of the plan? 1 year, 2-3 years, 5-year plan
- 3) What plan model should be used?
- 4) Who should be involved in the planning?
- 5) What is the schedule for developing the plan?
- 6) Facilitator?
- 7) How do we ensure implementation?
- 8) How will the plan change as needed?

As part of the discussion on these questions, the Commission agreed the strategic planning process would follow the “Issues-Based Strategic Planning Model” in which 5-7 of the most important current issues are addressed in the strategic planning process. A number of issues were discussed at the meeting and are listed below for your reference.

Customer Service	Infrastructure	Real Estate
Governance	Revenue	Library – cost to support
Cost of Power	Future Revenue	Legislative

*District Commissioners*

<b>Johnnie Mae Weldon</b>	203-216-2652	Chairperson	<b>Kevin Barber</b>	203-866-9271	General Manager
<b>Debora Goldstein</b>	203-252-7214	Commissioner	<b>Ron Scofield</b>	203-866-9271	Assistant General Manager
<b>Pamela Parkington</b>	203-858-4261	Commissioner			Treasurer

In preparation for this meeting, I would request the Commission come prepared with a list of issues facing the District and the Electric Department in the next five years. The list of issues will then be grouped into similar categories (buckets) for further review.

As discussed at the Feb 4<sup>th</sup> meeting, this planning session will be limited to one hour.

Please let me know if you have any questions.