



## 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, June 24, 2024 at 6:30p.m.**

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

1. Public Comment – 15 Minute Limit
2. Minutes of Meeting – May 28, 2024 Regular Meeting – A/R (Pgs. 1-5)
3. Ludlow Park Project Bid Selection – A/R (Pgs. 6-25)
4. Norwalk Tree Alliance Donation Request – A/R (Pgs. 26-27)
5. Discussion/Analysis of Financial Statements/Key Performance Indicators (Pgs. 28-35)
6. Accounts Receivable Write-Offs – A/R (Pgs. 36-39)
7. Cost of Service Study Presentation (via Zoom) – See separate packet (Pg. 40)
8. General Manager's Report
9. Adjourn

#### Zoom

Meeting ID: 846 7088 8156  
Passcode: 700044

\*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 6-24-2024.doc

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#### *District Commissioners*

<b>Johnnie Mae Weldon</b>	203-216-2652	Chairperson	<b>Kevin Barber</b>	203-866-9271	General Manager
<b>Pamela Parkington</b>	203-858-4261	Commissioner	<b>Ron Scofield</b>	203-866-9271	Assistant General Manager
<b>Michele Sweeney</b>	203-820-3107	Commissioner	<b>Read Auerbach</b>	203-451-7047	Treasurer

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**THIRD TAXING DISTRICT**

of the City of Norwalk

Commission Meeting

May 28, 2024

**ATTENDANCE:** Commissioners: Johnnie Mae Weldon, Chair; Pamela Parkington; Michele Sweeney; Read Auerbach, Treasurer

**STAFF:** Kevin Barber, General Manager  
Ron Scofield, Assistant General Manager/District Clerk

**CALL TO ORDER**

Commissioner Weldon called the meeting to order at 6:30 p.m. A quorum was present.

**PUBLIC COMMENT**

No one from the public was in attendance to comment.

**MINUTES OF MEETING**

April 22, 2024 Regular Meeting

**\*\* COMMISSIONER PARKINGTON MOVED TO APPROVE THE MINUTES OF APRIL 22, 2024 REGULAR MEETING.**

**\*\* COMMISSIONER SWEENEY SECONDED.**

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

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

Mr. Barber reviewed the Financial Highlights with the Commission for the month of April 2024. Total Income is \$9,221,799 versus \$9,482,476 for last year, a difference of (2.75%). Total Expense is \$9,393,096 versus \$10,251,483 for last year, a difference of (8.37%). Net Income before Rate Stabilization is (\$753,656) versus (\$105,717) from last year or a difference of (613%). Net Income after Rate Stabilization is (\$886,210) versus (\$381,983) for last year, a difference of (132%).

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The total local cash balance on hand is \$8,178,637. Of this, the Capital Improvement Fund is \$2,589,325. The current outstanding principal balance with CMEEC is \$2,513,571. Current Fiscal Year Capital additions to date is \$314,084.

Funds held at CMEEC include:

- Rate Stabilization Fund (RSF)	\$3,714,664
- Municipal Competitive Trust	\$2,195,886
- Economic Development Fund	\$ 160,697
- Conservation & Load Management	\$ 523,371
- Regional Greenhouse Gas Initiative	\$ 259,953
- Renewable Resource Investment Fund	\$ 35,573

Mr. Barber reviewed the P&L for the Electric Department. Income for the month of April 2024 is \$870,925.11. Purchased Power (555-00) for the month of April 2024 is \$370,206.82 and Purchased Power for Cervalis is \$74,957.74. Operating Expenses for the month is \$418,323.62.

The P&L for the District continues to be in good shape. The Christmas Tree Lighting is over budget due to the cost of renting a stage and lighting for the event as the Showmobile is no longer available for off-site rentals.

KPI's: They remain in good shape.

RSF: The current balance of the RSF (Rate Stabilization Fund) is \$3,714,664 which is still above target. The five-year projection is still slightly higher than the target balance.

Accounts Receivable: Overall, TTD is doing very well. The greater than 90 days open balance is \$44,871 which is 17.9% of the overall balance. Mr. Barber informed the Commission that the greater than 90 days does include liens that Third Taxing District has on some properties. Two of the larger liens is due to the customer not paying their monthly invoice and having a Life-Threatening Medical Letter on file. Under the law, TTD is not allowed to terminate their electric for this reason.

The Commission asked staff to take a closer look at the outstanding A/R and see if there are any small amounts that can be written off. Staff will look into the matter and bring the results to the Commission for their approval before any write-offs are done.

## CHARTER DISCUSSION

Mr. Barber and Commissioner Parkington attended a special meeting of the City's Common Council on May 13, 2024 to discuss possible Charter revisions for the City of Norwalk. All Districts were in attendance.

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Attendees were informed by a member of the Council that the City of Norwalk is planning to make changes to the City’s Charter (including Districts). The attorney for the District Charter Revisions project spoke to attendees about the project. In turn, members from the Districts informed the attorney that the City of Norwalk is not allowed to make changes to the Districts’ charters. Those changes would have to be voted on by the ratepayers of each District.

Third Taxing District will be reaching out to their attorney about the matter. Mr. Barber will keep the Commission up-to-date as information comes forth.

**2024-2025 ANNUAL OPERATING & CAPITAL BUDGETS**

Mr. Barber presented the Operating and Capital Budgets to the Commission. He indicated that the format is the same as in the past few years. Mr. Barber prefaced his presentation by informing the Commission that the Cost of Service Study (which has not been finalized) played a part in developing the budget. The new budget includes a 3% increase in rates except for the Data Center. Operating Revenue is budgeted for \$12,743,549 and Operating Expenses of \$12,541,416.

Mr. Barber continued by reviewing the Summary of Operating Budget in detail.

Estimated Opening Cash Balance	\$14,153,904
Current Year’s Net Income	60,975
RSF Projected Additions/Subtractions (+/-)	66,919
Capital Appropriations	(688,000)
Previous Year’s Capital Appropriations to be Spent	(2,201,000)
Add Back – Depreciation Expense	<u>900,000</u>
Estimated Ending Cash Balance	\$12,292,798

In addition, Mr. Barber informed the Commission that TTD is expecting Income Revenue from CMEEC over the next year from the Solar Gardens and PTF Funds.

A new page titled Labor Analysis was added to the budget this year. Mr. Barber added an additional \$100,000 in labor expense for the possible addition of one full-time employee (FTE). No determination has been made if the additional FTE will be added in FY2024-25 or at a later date. Budgeting the additional labor provides flexibility if the FTE is determined to be necessary. If it is determined that an additional FTE will be required, it will be brought back to the Commission for their approval.

Mr. Barber reviewed the capital projects, most of which are standard from year to year, i.e., poles, transformers, meters, furniture/equipment, etc. He highlighted the larger projects:

Replacement of the Ford F-750 Rack Body	\$100,000
Distribution Improvements (State CT DOT Projects)	\$ 50,000
Overhead Conductor Replacement	\$187,500

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Mr. Barber asked the Commission if they had any questions about the budgets. Being none, the following motion was made.

- \*\* COMMISSIONER PARKINGTON MOVED TO APPROVE THE OPERATING AND CAPITAL BUDGETS AS PRESENTED TO THE COMMISSION FOR THE FISCAL YEAR JULY 1, 2014 TO JUNE 30, 2025.**
- \*\* COMMISSIONER SWEENEY SECONDED.**
- \*\* THE MOTION PASSED UNANIMOUSLY.**

### GENERAL MANAGER'S REPORT

Ludlow Park Update – Mr. Barber informed the Commission that the Bid Notice was placed in The Hour earlier in the month. Six contractors have shown interest in the project. The bids are due at the Third Taxing District office by Wednesday, May 29, 2024 at 4:00 p.m. Mr. Barber will keep the Commission updated on the project.

### ADJOURNMENT

- \*\* COMMISSIONER SWEENEY MOVED TO ADJOURN.**
- \*\* COMMISSIONER WELDON SECONDED.**
- \*\* THE MOTION PASSED UNANIMOUSLY.**

The meeting adjourned at 7:36 p.m.

Respectfully submitted,

Cynthia Tenney  
Executive Assistant  
Third Taxing District

Third Taxing District  
of the City of Norwalk  
May 28, 2024

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

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### Memorandum

**To:** TTD Commissioners

**From:** **Kevin Barber – General Manager**

**Date:** June 20, 2024

**Subject:** Roger Ludlow Park Project – Bid Recommendation

In May, TTD put the Roger Ludlow Triangle Park improvement project out to bid utilizing a formal bid process. Project plans were developed by Allan Broadbent from Broadbent Design Studio and a “Notice to Bid” was placed in the Norwalk Hour. TTD received initial interest from six (6) companies and a bid package was sent to each company. On May 29, 2024, a formal bid opening was held at the TTD office. TTD received bids from two (2) of the companies.

Following the opening of the bids, TTD along with Mr. Broadbent, reviewed the bid packages for accuracy and completion. The results of the bids are as follows:

Rock Shelter Landscape Design and Construction:	\$261,692.12
VAZ Quality Works LLC	\$447,400.00

During our review, we determined that both companies have the experience and capability to complete the park improvement project in a successful manner. The Rock Shelter Landscape Design proposal is within TTD’s budget for this project of \$275,000. The budget amount is the combination of budget items from the current and last fiscal years.

It is my recommendation that the Commission award Rock Shelter Landscape Design and Construction the contract for this project. I have included a motion for your consideration.

Mr. Broadbent and I will be available to answer questions on the project.

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#### *District Commissioners*

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<b>Pamela Parkington</b>	203-858-4261	Commissioner	<b>Ron Scofield</b>	203-866-9271	Assistant General Manager
<b>Michele Sweeney</b>	203-820-3107	Commissioner	<b>Red Auerbach</b>	203-451-7047	Treasurer

I, \_\_\_\_\_, move to award Rock Shelter Landscape Design and Construction as the successful bidder to perform the Roger Ludlow Park improvement project, as recommended by General Manager Kevin Barber and staff.





# Ludlow Park - Bidding Documents

## RSLDC, INC

**Client Name:** Third Taxing District  
**Project Name:** Ludlow Park  
**Jobsite Address:** 1 Roger Square Norwalk, Connecticut 06855      **Billing Address:** 2 second street East Norwalk, Connecticut  
**Estimate ID:** EST4658952  
**Date:** Jun 18, 2024

THIS AGREEMENT is made between Rock Shelter Landscape Design & Construction, Inc., ("Rock Shelter LDC"), 31 Plainfield Ave, Bedford Hills, New York, 10507, and Third Taxing District, 2 Second Street East Norwalk, Connecticut ("Client"). ("Client").

The Client agrees to purchase the services of Rock Shelter LDC as set forth in this Agreement based on the terms and conditions within.

### SCOPE OF WORK

Rock Shelter LDC shall furnish all of the materials and perform all of the work shown on the drawings and/or described in this Agreement, as it pertains to work to be performed onsite at above location.

### THE CONTRACT PRICE

The Client shall pay Rock Shelter LDC for the material and labor to be performed in the sum of said dollars within this Agreement, plus all applicable sales tax, subject to additions and deductions pursuant to authorized Change Orders. The Client shall follow the PAYMENTS process as outline below.

**Pricing is valid for 10 days from issuance of this contract due to market conditions.**

**(Effective 2/15/2022)**

This estimate includes the furnishing of all labor and materials shown on landscape plans dated 4/30/24 as drawn by Broadbent Design Studios unless otherwise noted.

NOT INCLUDED in this estimate:

1. Irrigation added ons or adjustments.
2. Irrigation repairs needed to do construction.
3. Landscape lighting

<b>3. Division 31 - Earthwork</b>	<b>\$47,008.00</b>
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- Opening of CBYD ticket 10 days prior to anticipate start of construction.
- Mobilize equipment, tools and site control material.
- Setup silt fencing and construction fence as required.
- Mechanically excavate to proper depths at footprints of new walkways and sitting areas to be installed.
- Excavate materials to be stockpiled until completion of project. Any excess material not used

31 Plainfield Avenue  
 Bedford Hills, New York 10507  
 Ludlow Park [EST4658952]

p. 9145337124  
 f. 9148014683

www.rockshelterldc.com  
 email: bookkeeping@rockshelterldc.com

- for grading or backfilling will be hauled offsite and disposed of.
- Cast in place a 6" thick concrete slab with #4 rebar for tensile strength over a compacted 6" base of 3/4" gravel for all areas to be stone paved.
- Strip entire area of existing turf. Grade soils in preparation for new sod installation.
- Demobilize and breakdown of equipment, protective barriers, construction debris.
- Provide a portable toilet for duration of project.

**4a - Stone Pathway Paving Assembly** **\$88,803.00**

- Set thermal bluestone pavers on a 2" setting bed of mortar per stone layout provided by LA.
- Proper pitch for positive drainage to be maintained.
- Grout 3/8" joints with approved grout color.
- Surfaces to be power washed upon completion of project.

**4b - Stone Plaza Paving Assembly** **\$37,765.00**

- Set granite pavers on a 2" setting bed of mortar per stone layout provided by LA.
- Set 4" granite cobbles as shown on plans in a mortar setting bed.
- Proper pitch for positive drainage to be maintained.
- Grout 3/8" joints with approved grout color.
- Surfaces to be power washed upon completion of project.

**4c - Tree Plantings** **\$6,657.84**

- Install two (2) 4" caliper White Oak trees as shown on plans.
- Trees to be placed in planting pit and backfilled with topsoil.
- Duckbill tree guy wiring to be installed for one year while tree establishes.
- Tree wells to be mulched upon completion.

NOTE: Irrigation of trees to be done by others.

**4d - Shrubs, Turfgrass, Soils, Boulders, Installation** **\$34,285.20**

- Installation of boulders as per plans.
- Import new soils as needed to entire area and prep for sod installation.
- Furnish and install sod to entire area of park.
- Redefine planting beds and tree wells.
- Mulch all planting beds and tree wells.

**4e - Wooden Fencing** **\$13,071.94**

- Install 8" x 8" wood posts with 4" x 10" wood rails.
- Posts to be set in concrete mix.
- Fence to be painted with approved color.

**4g - Miscellaneous - Bus Stop Relocation, Sign Relocation, Utility box Relocation** **\$34,101.14**

- Relocation of bus stop as per LA direction.
- Remove existing fiberglass junction box. This box contains electrical panel, irrigatin clock and irrigation backflow.
- Disconnect existing service to this box and eliminate.
- Relocation of irrigaiton backflow preventer. To be coordinated with current irrigation contractor.
- Furnish and install new weather tight box next to existing box. New box will contain new sub panel and GFCI outlets for irrigation controller.
- Relcate irrigation controller to new weather tight box.

<b>Subtotal</b>	\$261,692.12
<b>Taxes</b>	\$18,665.90
<b>Estimate Total</b>	<b>\$280,358.02</b>

GENERAL TERMS AND CONDITIONS

PAYMENTS \_\_\_\_\_ CLIENT INITIALS

Client will pay Rock Shelter LDC calculated deposit on the Contract Price upon acceptance of the Contract of which 15% is non-refundable. The required deposit calculated will be based on duration of project and materials necessary to prepare for expediting start of the job. Upon receipt of this agreement signed and payment of deposit, Client will be scheduled for work outlined. Rock Shelter LDC will invoice Client for percentage of midway point, if applicable and the remaining balance when work is complete, as determined by Rock Shelter LDC. The invoice shall be paid by Client within 15 days of the invoice date. If the total balance is not received by Rock Shelter LDC 30 days from invoice date, interest will be paid on that balance by Client at a rate of 1.5% per month. Failure by Client to pay the remaining balance within 105 days will constitute breach of this agreement. Upon breach of this agreement, Client agrees to pay all costs of collecting any remaining balances, including attorney's fees. No warranties will be issued until full payment is received.

***\*Depending on length of project a revised payment schedule will be created and agreed upon by both Rock Shelter LDC and Client.***

CHANGES

Rock Shelter LDC will make reasonable efforts to complete the Agreement as designed. Circumstances may arise beyond the control of Rock Shelter LDC that may prevent construction exactly as planned. Rock Shelter LDC will make reasonable efforts to minimize this impact on the design and construction. Client acknowledges this possibility and accepts the action Rock Shelter LDC will take upon behalf of the success of the project. If Client wishes to change any part of the installation after this agreement is signed, the Client agrees that any additional material and/or labor costs will be added to the balance of the Agreement and billed accordingly. Any changes must be made in writing and signed by both parties, using a Change Order Form. If Client decides not to use already purchased material by Rock Shelter LDC, Client will be responsible for a 15% restocking fee.

***\*All Change Orders will require separate estimate and payment in full Client prior to work being performed.***

PERMITS

Rock Shelter LDC is responsible for securing all necessary permits, unless otherwise specified in writing. Client is responsible for all costs associated with permits and will be invoiced accordingly.

TERMINATION

This agreement may be cancelled by Client via email to Rock Shelter LDC by the third business day after Client has signed this agreement. If after that time Client wishes to terminate this agreement, Client must give Rock Shelter LDC five (5) days advance written notice via email. Rock Shelter LDC reserves the right to terminate this agreement at any time. Rock Shelter LDC will retain any monies paid by Client if entitled to any expenses for materials or other expenses/services incurred by Rock Shelter LDC, as well as, pro-rate and refund for any services not provided as of the date of termination.

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LIABILITY INSURANCE

Rock Shelter LDC shall maintain at its own expense Comprehensive General Liability Insurance in the occurrence for bodily injury, death and property damage and Automobile insurance with respect to all licensed vehicles owned or leased by Rock Shelter LDC and used by Rock Shelter LDC in the performance of the work. Evidence of this insurance shall be provided to the Client upon the request.

ACCESS FOR PROMOTION \_\_\_\_\_ CLIENT INITIALS

Rock Shelter LDC shall have the right to access the site for the purposes of taking photographs in relation to the agreed upon project both prior to and after completion of the work and shall have and retain all copyright in said photographs which may be used by Rock Shelter LDC at its sole discretion in reference and promotional materials, portfolios, social media and/or publications. Rock Shelter LDC, to the best of their ability, will take all possible provisions to protect the Client's privacy.

ACKNOWLEDGEMENT

This Agreement constitutes the whole of the agreement between the parties and supersedes all prior negotiations, representations or agreements. Neither party shall assign any part of this Agreement without the written consent of the other. No act or failure to act shall constitute a waiver of any right or duty under this Agreement nor constitute an approval of or acquiescence in any breach of this Agreement unless expressly agreed to in writing by the Parties.

IN WITNESS THEREOF the parties hereto have caused this Agreement to be duly executed on their behalf by their duly authorized representative as of the date first set forth above.

Estimate authorized by: \_\_\_\_\_  
Company Representative

Estimate approved by: \_\_\_\_\_  
Customer Representative

Signature Date: \_\_\_\_\_

Signature Date: \_\_\_\_\_

## BID REQUIREMENTS

## 1.1 PROJECT INFORMATION

- A. Notice to Bidders: Qualified bidders may submit bids for the project as described in this Document. Submit bids according to this and the following documents.
1. Third Taxing District Department "Purchases and Quotations" guidelines
  2. Address bids to:
    - a. Third Taxing District
    - b. 2 2<sup>nd</sup> Street, Norwalk, CT
    - c. Attn: Kevin Barber, General Manager
- B. Construction Contract: Bids will be received for the following work:
1. The purpose of this solicitation is to establish a contract for all labor, equipment, materials, and any other incidental costs and supervision necessary for park improvements including hardscape and planting at Roger Ludlow Park in the Third Taxing District. The park is located at the intersection of Roger Square and East Avenue, Norwalk, CT. All work and equipment must be in strict compliance with the contract documents, latest codes, standards and practices as described in the Statement of Work found in Section 1.1C of the Bidding Requirements document.
- C. Statement of Work:
1. Construction of new landscape features at the existing Roger Ludlow Park in Norwalk, CT; including planting areas, lighting, furnishings, and stone masonry pathways and plaza.
- D. Basis of Bid:
1. Bidders will complete the Bid Schedule form attachment with regards to the breakdown of the bid per division of work.

## 1.2 BID SUBMITTAL OPENING

- A. Owner will receive sealed unit price bids until the bid time and date at the location given below. Owner will consider bids prepared in compliance with the Instructions to Bidders issued by the Owner, and delivered as follows:
1. Bid Date: May 29, 2024
  2. Bid Time: 4:00 PM
  3. Bid Location: Third Taxing District Offices at: 2 2<sup>nd</sup> Street, Norwalk, CT
- B. Bids will be thereafter publicly opened and read aloud.

## 1.3 PREBID MEETINGS

- A. Owner will conduct one Prebid meeting as indicated below:
1. Meeting Date and Time: 11:00 am, May 10, 2024
  2. Location: Roger Ludlow Park, located at the intersection of Roger Square and East Avenue, East Norwalk.
- B. Bidder Questions: Submit written questions to be addressed at Prebid meeting a minimum of three (3) business days prior by 5:00pm Eastern Standard Time.

- C. Agenda: Prebid meeting agenda will include review of topics that may affect proper preparation and submittal of bids, included the following:
1. Procurement and Contracting Requirements:
  2. Communication during bidding period:
  3. Contracting Requirements:
  4. Construction Documents:
    - a. 100% Construction Drawings
    - b. 100% Construction Documentation Project Manual
  5. Schedule:
    - a. Project anticipated to be built July 1, 2024 through September 30, 2024
  6. Site/facility visit or walkthrough.
  7. Post-Meeting Addendum.
- D. Minutes: Construction Manager will record and distribute meeting minutes to attendees and others known by the issuing office to have received a complete set of Procurement and Contracting Documents. Minutes of meeting are issued as Available Information and do not constitute a modification or the Procurement and Contracting Documents. Modifications to the Procurement and Contracting Documents are issued by written Addendum only.
1. Sign-in Sheet: Minutes will include list of meeting attendees.

#### 1.4 PRELIMINARY SCHEDULES

- A. Project Schedule
1. This Document with its referenced attachments is part of the Procurement and Contracting Requirements for the Project. They provide Owner's information for Bidder's convenience and are intended to supplement rather than serve in lieu of Bidder's own investigations. They are made available for Bidder's convenience and information, but do not affect Contract Time requirements. This Document and its attachments are not part of the Contract Documents.
  2. Project Schedule Milestones:
    - a. Bids due at: May 29, 2024
    - b. Bid selection due at: June 12, 2024
    - c. Substantial Completion of Project (or before): September 1, 2024
    - d. Occupancy: September 30, 2024

#### 1.5 DOCUMENTS

- A. Online Procurement and Contracting Documents: Obtain access after May 3, 2024, by contacting Construction Manager. Online access will be provided to all registered bidders and suppliers.

#### 1.6 TIME OF COMPLETION

- A. Successful bidder shall begin the Work on receipt of the Notice to Proceed and shall complete the Work by or before the date of substantial completion indicated above.

#### 1.7 BIDDER'S QUALIFICATIONS

- A. Bidders must be properly licensed under the laws governing their respective trades and be able to obtain insurance and bonds required for the Work. Bidders shall be prepared to demonstrate

to the Construction Manager that they have proper facilities, expert workers, necessary capital, and experience to execute the contract in a proper manner. A 100% Performance Bond, Labor and Material Payment Bond, Insurance in a form acceptable to the Owner will be required of the successful Bidder.

1. Insurance coverage requirements:
    - a. General Liability Coverage: \$1 million per occurrence / \$2 million aggregate.
    - b. Umbrella/Access: \$1 million, minimum.
    - c. Business Auto Coverage: \$1 million.
    - d. Workers Compensation Coverage: State mandatory requirements
  2. Performance Bond requirements:
    - a. Value equal to the full submitted bid amount.
- B. Contractor Qualifications: For qualified general installer and all sub-contractor installers, a minimum five (5) years' experience installing work of a similar scale and scope as that required for the project. For each trade include in the bid the following: Information for a minimum three (3) projects including project names, addresses, year completed, and names and addresses of owners' contact persons.

#### 1.8 NOTIFICATION

- A. This Advertisement for Bids document is issued by the Owner.

END OF SECTION

**BID SCHEDULE**

ITEM	DESCRIPTION	BID PRICE	BID PRICE
		Division Sub-totals	Division Totals
1	Division 12 –Site Furnishings		
	▪ Trash/recycling receptacles, benches	\$ -	\$ N/A
Division 12 Total Bid Price			
ITEM	DESCRIPTION	BID PRICE	BID PRICE
		Division Sub-totals	Division Totals
2	Division 26 – Electrical		
	▪ Common electrical work, site power and lighting, re-location of existing electrical panel and cabinet	\$ -	\$ N/A
Division 26 Total Bid Price			
3	Division 31 – Earthwork		
	▪ Aggregates for earthwork, site clearing, grading, subgrade, trenching, dewatering, erosion and sediment controls, geotextiles	\$ 47,008.00	\$ 47,008.00
Division 31 Total Bid Price			
4	Division 32 – Exterior Improvements		
4a	▪ Stone pathway paving assembly	\$ 88,803.00	\$ 214,684.12
4b	▪ Stone plaza paving assembly	\$ 37,765.00	
4c	▪ Tree plantings	\$ 6,657.84	
4d	▪ Shrubs, turfgrass, soils, boulders, installation.	\$ 34,285.20	
4e	▪ Wooden fencing.	\$ 13,071.94	
4g	▪ Miscellaneous – bus stop relocation, sign relocation, utility box relocation.	\$ 34,101.14	
Division 32 Total Bid Price			
<b>Total Bid Price All Divisions</b>			<b>\$ 261,692.12</b>

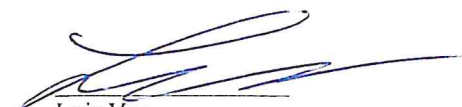




VAZ Quality Works, LLC.  
 179 William Street, Bridgeport CT 06608  
 Masonry \* Paving \* Excavating  
 Office: 203-336-5229 / Fax: 203-333-5227

5/29/24

ITEM	DESCRIPTION	BID PRICE	BID PRICE
		Division Sub-totals	Division Totals
1	Division 12 –Site Furnishings		
	▪ Trash/recycling receptacles, benches	\$12,750	
		Division 12 Total Bid Price	\$12,750
ITEM	DESCRIPTION	BID PRICE	BID PRICE
		Division Sub-totals	Division Totals
2	Division 26 – Electrical		
	▪ Common electrical work, site power and lighting, re-location of existing electrical panel and cabinet	\$33,600	
		Division 26 Total Bid Price	\$33,600
3	Division 31 – Earthwork		
	▪ Aggregates for earthwork, site clearing, grading, subgrade, trenching, dewatering, erosion and sediment controls, geotextiles	\$95,000	
		Division 31 Total Bid Price	\$95,000
4	Division 32 – Exterior Improvements		
4a	▪ Stone pathway paving assembly	\$105,000	
4b	▪ Stone plaza paving assembly	\$134,050	
4c	▪ Tree plantings	\$8,000	
4d	▪ Shrubs, turfgrass, soils, boulders, installation.	\$22,000	
4e	▪ Wooden fencing.	\$19,000	
4g	▪ Miscellaneous – bus stop relocation, sign relocation, utility box relocation.	\$18,000	
		Division 32 Total Bid Price	\$306,050
		<b>Total Bid Price All Divisions</b>	<b>\$447,400</b>



Luis Vaz  
Member

# VAZ Quality Works LLC

179 William Street  
Bridgeport CT 06608  
203-336-5229

Fax: 203-333-5227  
www.vazqualityworks.com

## **KEY PERSONNEL & OFFICERS**

### Luis Vaz

186 Canoe Brook Road  
Trumbull CT 06611  
(203) 209-4547

Manager/Member. Has over 25 years experience in construction and construction operations

### Joe Vaz

26 Kings Highway  
Shelton CT 06484  
(203)257-5878

Manager/Member. Has over 25 years experience in construction and construction operations

### Daniel Kacenski

204 Woodruff Road  
Milford CT 06461

Project Coordinator. Has over 40 years experience in managing the construction process

### Mark Engengro

11 Rajcula Farm Road  
Brookfield CT 06804

Estimator/General Manager. Has over 15 years experience in general construction

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## REFERENCES

Town of Stratford  
2725 Main Street  
Stratford, CT

John Casey  
(203)385-4013

Town of Norwalk  
125 East Avenue  
Norwalk, CT

Frank Mauro  
(203)857-0145

Visiting Nurses of CT  
765 Fairfield Avenue  
Bridgeport, CT

Bernie Lynch  
(203)-366-3821

University of New Haven  
300 Boston Post Road  
West Haven, CT

Paul Sacramone  
(203)777-3421

University of Bridgeport  
126 Park Avenue  
Bridgeport, CT

Dave Palacios  
(203)576-4621

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## COMPLETED PROJECTS IN THE LAST 3 YEARS

<u>PROJECT LOACATION</u>	<u>CONTRACT PRICE</u>	<u>OWNER/ARCH</u>	<u>CONTACT</u>
Aggie Park Phase 1- Bowers Hill Road Oxford CT	\$827,431.00	Town of Oxford	Bryan Nesteriak 203-881-8145
WestConn Generator Installation Danbury CT	\$145,000.00	A & R Electric	Americo Gloria 203-395-3465
City of Bridgeport Downtown Green Bioswale	\$45,000.00	Bridgeport Special Services District	Jacob Robison 203-576-7269
Family Vision Bridgeport CT	\$346,006.37	Bismark Construction	Greg Raucci 203-876-8331
U.B. Baseball Field Improvements	\$765,012.00	University of Bridgeport	Dave Cote 203-576-4898
Boys & Girls Village Milford CT	\$1,179,922.20	Bismark Construction	Greg Raucci 203-876-8331
New Truck Garage Vehicle Maintenance	\$3,108,963.87	City of Bridgeport	Rodney VanDeusen 203-380-8188
Bridgeport Health & Wellness	\$357,052.30	Liberation Program Inc.	Jonathan Prete 203-469-1396
U.B. Bauer Hall Bridgeport CT	\$312,000.00	Ram Building Group LLC	Robert Marini 203-650-9396

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<u>PROJECT LOCATION</u>	<u>CONTRACT PRICE</u>	<u>OWNER/ARCH</u>	<u>CONTACT</u>
Beachland Avenue Flood Mitigation	\$247,215.50	City of Milford	Steve Johnson 203-878-7812
Monarca Manor Generator	\$27,500.00	Housing Authority Of Middletown	Joel Yenko 203-506-8589
West Broad Street Intersection Improvements	\$4,883,163.24	Town of Stratford	Joe Rescanski 203-215-8397
Catholic Academy of Bridgeport Masonry Security Wall	\$1,615,975.71	Diocese of Bridgeport	Andrew Schulz 203-368-8844
Discovery Museum and Planetarium Site Improvements	\$164,400.00	Epifano Builders	John Epifano 203-876-9806
Lakeside of Cheshire Site Improvements	\$1,257,527.90	Lakeside of Cheshire LLC	Stephen Nizzardo 203-520-4959
Berkley Heights Playground	\$414,400.00	Housing Authority of Waterbury	Matt DeLuca 860-798-8753
Fireside Apartments Laundry	\$297,500.00	Housing Authority The City of Bridgeport	Dave Ghio 203-414-6367

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<u>PROJECT LOCATION</u>	<u>CONTRACT PRICE</u>	<u>OWNER/ARCH</u>	<u>CONTACT</u>
Marino Manor Site Improvements	\$647,000.00	A. Secondino & Son	Vince Braningan 203-915-3802
Sr, Catherine's Center School Addition Site Improvements	\$852,600.00	St. Catherine Church	Rich Jagoe 203-372-3583
St. Augustine Rectory Demo/Abatement	\$190,000.00	Diocese of Bridgeport	Lisa Johnson 203-876-8331

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## ACTIVE PROJECTS

<u>PROJECT LOACATION</u>	<u>CONTRACT PRICE</u>	<u>OWNER/ARCH</u>	<u>CONTACT</u>
University of Bridgeport Site Improvements	\$396,929.91	University of Bridgeport	Robert Palmer 203-576-4981
Stratford Housing Site Improvements	\$1,002,552.00	Stratford Housing	Nile Scala 203-572-3639
Golden Hill Courthouse Site Improvements	\$237,600.00	BL Companies	Robert Roles 203-707-5579
Gerstner Center Site Improvements	\$325,200.00	Diocese of Bridgeport	Lisa Johnson 203-876-8331
Pearl Lake & Kelly Apartments Site Improvements	\$1,465,000.00	Waterbury Housing	Paul Lisi 203-556-8008

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[www.vazqualityworks.com](http://www.vazqualityworks.com)

## **BANK & BONDING COMPANY**

### M & T Bank

850 Main Street  
Bridgeport, CT 06604  
Telephone #: (203) 338-7001  
Attn: Jimmy Martins

### Merchants

The Watts Group (Agent)  
65 Lasalle Road Suite 209  
West Hartford CT 06107  
David Hussey-860-231-7250



STATE OF CONNECTICUT ♦ DEPARTMENT OF CONSUMER PROTECTION

954603

Be it known that

VAZ QUALITY WORKS LLC

179 WILLIAM ST  
BRIDGEPORT, CT 06608-2140

has satisfied the qualifications required by law and is hereby registered as a

MAJOR CONTRACTOR

Registration #: MCO.0903142

Effective Date: 07/01/2023

Expiration Date: 06/30/2024

verify online at [www.license.ct.gov](http://www.license.ct.gov)



Bryan T. Cafferelli, Commissioner

# State of Connecticut

Department of Administrative Services  
Construction Contractor Prequalification Program

This certifies

## Vaz Quality Works LLC

179 William Street, Bridgeport, CT 06608

As a

Prequalification Construction Contractor

April 9, 2024 through April 8, 2025

### CONTACT INFORMATION

Name: Luis Vaz  
Phone: (203) 336-5229  
Fax:  
Email: [luisvaz@vazqualityworks.com](mailto:luisvaz@vazqualityworks.com)

Effective Date	Aggregate Work Capacity (AWC)	Single Limit (SL)	Classifications
4/9/2024	\$20,000,000.00	\$8,000,000.00	CONCRETE, DEMOLITION, GENERAL BUILDING CONSTRUCTION (GROUP A), GENERAL BUILDING CONSTRUCTION (GROUP C), GENERAL TRADES, MASONRY, SEWER AND WATER LINES, SITEWORK
Classification Name	Description	Installation, renovation, repair and maintenance of cast in place concrete structures including foundations and structural concrete components including such incidental or related work as is customarily performed by those in the concrete trade.	
CONCRETE			

This certificate prequalifies the named company to bid. It is not a statement of the Contractor's capacity to perform a specific project. That responsibility lies with the awarding authority.

Company Licenses/Registrations: It is the Contractor's responsibility to update their license information by editing their electronic application. Licenses are confirmed by the Department of Administrative Services (DAS) at the time of initial application and at each renewal.

For information regarding the DAS Contractor Prequalification Program visit <http://portal.ct.gov/dasprequal> or call (860) 713-5280.



**Third Taxing District**

2 Second Street  
 East Norwalk, CT 06855  
 Tel: (203) 866-9271  
 Fax: (203) 866-9856

**Third Taxing District Application for Contribution from District Funds**

This completed application will be reviewed for eligibility by District Staff and for approval by the Third Taxing District Commission. All information will be subject to review and dissemination under the state’s FOI regulations for public records.

**Overview**

- District funds are maintained from the proceeds (when available) of the Third Taxing District Electric Department under a budget that is approved by the electors of the District at the annual meeting.
- Distributions from the District funds are intended to primarily benefit residents, businesses and rate-payers of the Third Taxing District.
- District funds are not intended to help with individual financial hardship requests, except as administered through a designated agency funded for that purpose.
- Decisions regarding fund disbursements are dependent upon timely, properly documented requests that meet the requirements of the “Third Taxing District Policy on Contributions from District Funds” and any applicable governing documents.
- All determinations made by the Commission shall be final and binding, and shall be made by the Commission in its sole discretion.

Full Name: <b>Tom Arbron</b>	Date of Application: <b>5/24/24</b>
Legal Address: <b>328 Flax Hill Road Norwalk, CT 06854</b>	Needed by: <b>1/1/25</b>
Organization: <b>Norwalk Tree Alliance</b>	Preferred Phone#: <b>203-858-8597</b>
Amount Requested:	Preferred Email: <b>tarbron@tomarbron.com</b>

Describe in detail your reason(s) for this request.

The Norwalk Tree Alliance's Mission is to improve the Urban Tree Canopy in Norwalk. We would like the opportunity to plant trees in your customers front yard when they enter into a contest that is open to your entire customer base. We would ask that you send a notification to your patrons asking if they would like to win a free tree to be planted in 2025. . Each Tree will not interfere with any power lines/Gas Lines/Water Lines. The Tree Alliance agrees to plant a minimum of 10 trees but may plant more depending on each persons situation.

**Attestation** (check boxes)

**Qualified**

I attest that my organization meets the stated requirements for a contribution from District funds and that this request is made to primarily benefit residents, businesses or rate-payers of the District.

**No Conflict**

I attest that neither my organization, nor any individual associated with this request, represents a conflict of interest for any of the Commissioners, the Treasurer, the District Clerk or any of the employees of the Electric Department.

Should your request be approved, will you consent to be publicized? Y  N

By signing below, I verify that I understand the purpose of the Third Taxing District Funds and the requirements for contributions from these funds. I verify that the information provided in this application is true to the best of my knowledge.

Signature of authorized representative: <i>Thomas W. Arbron</i>	Date: <i>5/28/2024</i>
--	---------------------------

**\*\* COMMISSIONER \_\_\_\_\_ MOVED TO APPROVE THE NORWALK  
TREE ALLIANCE DONATION REQUEST IN THE AMOUNT OF \$3,000 TO BE  
FUNDED OUT OF OTHER DISTRICT SERVICES IN THE DISTRICT BUDGET  
WHICH WILL BE AWARDED AFTER JULY 1, 2024.**

**\*\* COMMISSIONER \_\_\_\_\_ SECONDED.**

**Third Taxing District  
Financial Highlights  
Jul-May 2024 vs. Jul-May- 2023**

	Jul-May-24	Jul-May-23	\$ Change	% Change
Total Income	10,063,130	10,229,843	(166,713)	-1.63%
Total Expense	10,272,094	11,069,197	(797,103)	-7.20%
Net Ordinary Income	(208,965)	(839,354)	630,389	75%
Other Income	336,584	1,080,945	(744,361)	-69%
Other Expense	840,000	420,000	420,000	100%
Net Income before Rate Stabilization	(712,381)	(178,409)	(533,972)	-299%
Rate Stabilization	(124,783)	(215,672)	90,889	42%
Net Income	(837,164)	(394,080)	(443,084)	-112%

**CASH BALANCES**

	May-24	Funds Held at CMEEC		
<b>ACCTS</b>				
Operating Accounts	\$ 1,612,120	Rate Stabilization Fund (RSF)	\$3,745,877	C&LM \$534,112
Savings	3,943,110	Municipal Competitive Trust	\$2,202,465	RGGI \$257,385
Capital Improvements Fund	2,634,027	Total	\$5,948,342	RRIF \$ 35,658
Total	\$ 8,189,257	Economic Development Fund	\$ 160,966	Total \$827,155
<b>TTD Outstanding Principal Balance with CMEEC</b>				
Balance as of July 1, 2022	\$ 3,504,109			C&LM-Conservation & Load Management
Current Outstanding Balance	\$ 2,501,440			RGGI-Regional Greenhouse Gas Initiative
Current Fiscal Year Capital Additions to date	\$ 319,812			RRIF-Renewable Resource Investment Fund

**Third Taxing District  
Profit & Loss Budget vs. Actual  
July 2023 through May 2024**

	Current Month				Year to Date			
	May 24	Budget	\$ Over Budget	% of Budget	Jul '23 - May 24	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>								
<b>Income</b>								
443-00 · Cervalis Data Center Revenues	107,488.74	40,607.00	66,881.74	164.7%	905,154.65	761,970.00	143,184.65	18.79%
440-00 · Residential Sales	288,002.53	263,524.00	24,478.53	9.29%	3,768,596.73	3,912,657.00	-144,060.27	-3.68%
442-01 · Large Commercial Sales	52,295.21	57,599.00	-5,303.79	-9.21%	643,786.39	709,334.00	-65,547.61	-9.24%
442-02 · Small Commercial Sales	162,082.31	191,704.00	-29,621.69	-15.45%	1,970,161.16	2,400,353.00	-430,191.84	-17.92%
445-01 · Water Pollutin Contrl Pnt Sales	89,456.70	89,975.00	-518.30	-0.58%	1,018,998.68	1,021,218.00	-2,219.32	-0.22%
445-02 · Flat Rate	7,850.92	8,656.00	-805.08	-9.3%	78,384.83	89,376.00	-10,991.17	-12.3%
451-00 · Miscellaneous Service Revenue	2,060.00	837.92	1,222.08	145.85%	9,798.28	9,217.08	581.20	6.31%
557-00 · Purchased Power Adjustment	132,094.64	136,632.00	-4,537.36	-3.32%	1,668,249.44	1,838,508.00	-170,258.56	-9.26%
<b>Total Income</b>	<b>841,331.05</b>	<b>789,534.92</b>	<b>51,796.13</b>	<b>6.56%</b>	<b>10,063,130.16</b>	<b>10,742,633.08</b>	<b>-679,502.92</b>	<b>-6.33%</b>
<b>Cost of Goods Sold</b>								
555-10 · Electrical Power Purch - Cerv	51,048.51	30,918.00	-20,130.51	-65.11%	692,606.64	632,831.00	-59,775.64	-9.45%
555-00 · Electrical Power Purchased	321,635.30	372,182.00	50,546.70	13.58%	4,851,825.12	5,008,041.00	156,215.88	3.12%
<b>Total COGS</b>	<b>372,683.81</b>	<b>403,100.00</b>	<b>30,416.19</b>	<b>7.55%</b>	<b>5,544,431.76</b>	<b>5,640,872.00</b>	<b>96,440.24</b>	<b>1.71%</b>
<b>Gross Profit</b>	<b>468,647.24</b>	<b>386,434.92</b>	<b>82,212.32</b>	<b>21.27%</b>	<b>4,518,698.40</b>	<b>5,101,761.08</b>	<b>-583,062.68</b>	<b>-11.43%</b>
<b>Expense</b>								
904-00 · Substation	17,649.74	16,541.67	-1,108.07	-6.7%	184,820.20	181,958.33	-2,861.87	-1.57%
403-00 · Depreciation Expense	70,852.42	75,000.00	4,147.58	5.53%	779,376.62	825,000.00	45,623.38	5.53%
408-00 · Taxes	570.53	1,116.25	545.72	48.89%	341,691.83	312,278.75	-29,413.08	-9.42%
540-00 · Other Power Generation Expense	2,705.90	11,666.66	8,960.76	76.81%	78,429.12	128,333.34	49,904.22	38.89%
580-00 · Distribution Expenses	10,606.72	20,916.67	10,309.95	49.29%	191,769.12	230,083.33	38,314.21	16.65%
590-00 · Maintenance Expenses	62,786.08	54,250.01	-8,536.07	-15.73%	591,085.27	596,749.99	5,664.72	0.95%
900-00 · Customer Accounts & Service	41,238.32	43,420.76	2,182.44	5.03%	478,556.52	477,628.24	-928.28	-0.19%
920-00 · Administrative Expenses	172,002.87	221,599.51	49,596.64	22.38%	2,081,934.29	2,437,594.57	355,660.28	14.59%
<b>Total Expense</b>	<b>378,412.58</b>	<b>444,511.53</b>	<b>66,098.95</b>	<b>14.87%</b>	<b>4,727,662.97</b>	<b>5,189,626.55</b>	<b>461,963.58</b>	<b>8.9%</b>
<b>Net Ordinary Income</b>	<b>90,234.66</b>	<b>-58,076.61</b>	<b>148,311.27</b>	<b>-255.37%</b>	<b>-208,964.57</b>	<b>-87,865.47</b>	<b>-121,099.10</b>	<b>-137.82%</b>
<b>Other Income/Expense</b>								
<b>Other Income</b>								
418-00 · Dividends	9,364.44	6,666.66	2,697.78	40.47%	99,390.19	73,333.34	26,056.85	35.53%
419-00 · Interest Income	1,152.96	500.00	652.96	130.59%	56,964.23	5,500.00	51,464.23	935.71%
420-00 · Gain/(Loss) on Investments	35,333.69	0.00	35,333.69	100.0%	66,537.74	0.00	66,537.74	100.0%
421-00 · Norden Project Income	3,420.14	11,666.66	-8,246.52	-70.68%	35,430.71	128,333.34	-92,902.63	-72.39%
423-00 · Gain/(Loss) from Sale of FA	22.77	416.67	-393.90	-94.54%	402.27	4,583.33	-4,181.06	-91.22%
424-00 · Energy Conservation Fund Income	6,607.73	11,960.08	-5,352.35	-44.75%	25,587.04	131,560.92	-105,973.88	-80.55%
425-00 · Miscellaneous Income	3,398.44	1,250.00	2,148.44	171.88%	52,272.16	13,750.00	38,522.16	280.16%
<b>Total Other Income</b>	<b>59,300.17</b>	<b>32,460.07</b>	<b>26,840.10</b>	<b>82.69%</b>	<b>336,584.34</b>	<b>357,060.93</b>	<b>-20,476.59</b>	<b>-5.73%</b>
<b>Other Expense</b>								
426-30 · PERSON TO PERSON	0.00	2,083.33	2,083.33	100.0%	25,000.00	22,916.67	-2,083.33	-9.09%
426-10 · Distribution to "District Fund"	0.00	0.00	0.00	0.0%	815,000.00	815,000.00	0.00	0.0%
<b>Total Other Expense</b>	<b>0.00</b>	<b>2,083.33</b>	<b>2,083.33</b>	<b>100.0%</b>	<b>840,000.00</b>	<b>837,916.67</b>	<b>-2,083.33</b>	<b>-0.25%</b>
<b>Net Other Income</b>	<b>59,300.17</b>	<b>30,376.74</b>	<b>28,923.43</b>	<b>95.22%</b>	<b>-503,415.66</b>	<b>-480,855.74</b>	<b>-22,559.92</b>	<b>4.69%</b>
<b>Net Income</b>	<b>149,534.83</b>	<b>-27,699.87</b>	<b>177,234.70</b>	<b>639.84%</b>	<b>-712,380.23</b>	<b>-568,721.21</b>	<b>-143,659.02</b>	<b>-25.26%</b>

**TTD District Fund**  
**Profit & Loss Budget vs. Actual**  
July 2023 through May 2024

	Current Month				Year to Date			
	May 24	Budget	\$ Over Budget	% of Budget	Jul '23 - May 24	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>								
<b>Income</b>								
980-02 · INTEREST INCOME	30.00	27.08	2.92	10.78%	354.84	297.92	56.92	19.11%
980-05 · FIRE HOUSE RENT	0.00	0.00	0.00	0.0%	53,718.00	53,718.00	0.00	0.0%
980-10 · FUNDING FROM ELECTRIC	0.00	0.00	0.00	0.0%	815,000.00	815,000.00	0.00	0.0%
<b>Total Income</b>	<b>30.00</b>	<b>27.08</b>	<b>2.92</b>	<b>10.78%</b>	<b>869,072.84</b>	<b>869,015.92</b>	<b>56.92</b>	<b>0.01%</b>
<b>Expense</b>								
980-12 · FEES- COMMISSIONERS	0.00	0.00	0.00	0.0%	7,875.00	7,875.00	0.00	0.0%
980-14 · FEES-CLERKS	0.00	0.00	0.00	0.0%	1,350.00	1,350.00	0.00	0.0%
980-16 · FEES-TREASURER	0.00	0.00	0.00	0.0%	1,350.00	1,350.00	0.00	0.0%
980-17 · Fees - Rate Payer Rep	0.00	0.00	0.00	0.0%	1,350.00	1,350.00	0.00	0.0%
980-19 · PAYROLL EXPENSES	0.00	0.00	0.00	0.0%	809.04	975.00	165.96	17.02%
980-20 · PARKS MAINTENANCE	3,665.87	3,566.67	-99.20	-2.78%	26,648.33	39,233.33	12,585.00	32.08%
980-30 · EAST NORWALK CEMETERY ASS'N	4,035.10	2,641.67	-1,393.43	-52.75%	22,344.94	29,058.33	6,713.39	23.1%
980-35 · EAST NORWALK IMP ASSOC LIBRARY								
980-36 · Electric Funding-Library Match	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
980-38 · LIBRARY PROPERTY MAINTENANCE	794.85	675.00	-119.85	-17.76%	5,785.54	7,425.00	1,639.46	22.08%
980-35 · EAST NORWALK IMP ASSOC LIBRARY - Other	0.00	0.00	0.00	0.0%	170,000.00	170,000.00	0.00	0.0%
<b>Total 980-35 · EAST NORWALK IMP ASSOC LIBRARY</b>	<b>794.85</b>	<b>675.00</b>	<b>-119.85</b>	<b>-17.76%</b>	<b>175,785.54</b>	<b>177,425.00</b>	<b>1,639.46</b>	<b>0.92%</b>
980-40 · CHRISTMAS TREE LIGHTING	0.00	0.00	0.00	0.0%	10,371.20	6,800.00	-3,571.20	-52.52%
980-45 · FIREHOUSE EXPENSES	0.00	125.00	125.00	100.0%	0.00	1,375.00	1,375.00	100.0%
980-55 · CONCERTS IN THE PARK	0.00	0.00	0.00	0.0%	26,532.52	33,900.00	7,367.48	21.73%
980-70 · ANNUAL MEETING EXPENSES	0.00	0.00	0.00	0.0%	2,354.62	3,000.00	645.38	21.51%
980-90 · CONTINGENCY EXPENSES	0.00	2,500.00	2,500.00	100.0%	0.00	27,500.00	27,500.00	100.0%
980-95 · Other District Services	0.00	833.34	833.34	100.0%	8,125.00	9,166.66	1,041.66	11.36%
<b>Total Expense</b>	<b>8,495.82</b>	<b>10,341.68</b>	<b>1,845.86</b>	<b>17.85%</b>	<b>284,896.19</b>	<b>340,358.32</b>	<b>55,462.13</b>	<b>16.3%</b>
<b>Net Ordinary Income</b>	<b>-8,465.82</b>	<b>-10,314.60</b>	<b>1,848.78</b>	<b>17.92%</b>	<b>584,176.65</b>	<b>528,657.60</b>	<b>55,519.05</b>	<b>10.5%</b>
<b>Net Income</b>	<b>-8,465.82</b>	<b>-10,314.60</b>	<b>1,848.78</b>	<b>17.92%</b>	<b>584,176.65</b>	<b>528,657.60</b>	<b>55,519.05</b>	<b>10.5%</b>

THIRD TAXING DISTRICT  
KEY PERFORMANCE INDICATORS (KPI'S)  
May

	Formula	2024	2023	Industry Average (Bandwidth)	Comments	
<b>1) OPERATING RATIO</b> - This ratio measures the proportion of revenues required to cover the operation and maintenance costs associated with the operation of the electric utility.						
a.	Operating Ratio - without Change in Rate Stabilization Fund	Total Operating Expenses / Total Operating Revenues	102.08%	108.20%	95-105%	Calculation is based on the CMEEC billable rate that is set by TTD
b.	Operating Ratio - with Change in Rate Stabilization Fund	Total Operating Expenses + Change in RSF / Total Operating Revenues	103.32%	110.31%	95-105%	Reflects the true total operating expenses by including the change (+/-) in the rate stabilization fund.
<b>2) POWER SUPPLY EXPENSE RATIO</b> - This ratio measures the proportion of the total operating expenses that is for power supply (purchased power)						
2) a.	Power Supply Expense Ratio - without Change in Rate Stabilization Fund	Purchased Power / Total Operating Expenses	53.98%	60.12%	65% - 70%	Calculation is based on the CMEEC billable rate that is set by TTD
b.	Power Supply Expense Ratio - with Change in Rate Stabilization Fund	Purchased Power + Change in RSF / Total Operating Expenses	55.19%	62.07%	65% - 70%	Reflects the true total operating expenses by including the change (+/-) in the rate stabilization fund.
<b>3) OUTSTANDING RECEIVABLES</b> - Total amount of outstanding receivables greater than 90 days past due						
a.	Outstanding Receivables - Dollars	Total (\$) Outstanding Receivables > 90 days	\$45,684	\$42,110		Indicates if TTD is doing an adequate job of collecting past due receivables
b.	Percentage of total receivables	Receivables > 90 days past due / total receivables	16.06%	12.94%		Indicates the percentage of receivables that is greater than 90 days past due
<b>4) RATE OF RETURN</b> - Year to Date (YTD) Net income divided by audited Net Book Value of Assets						
	Actual Rate of Return on Rate Base	AUTHORIZED BY STATE STATUTE	0.0%	0.0%	Varies by state 5 - 8 %	Rate of Return authorized by State statute
<b>5) RATE STABILIZATION FUND</b> - this index lists the balance of the rate stabilization fund held for TTD at CMEEC						
	Rate Stabilization Fund balance	RSF Balance	\$3,745,877	\$3,513,605	\$2.75MM -\$3.0MM	Commission approved the target balance, which is based on a RSF balance of cover 6 months of power bills
<b>7) ENERGY LOSS %</b> - This ratio measures how much energy is lost in the utility's electrical system and is an indicator of the efficiency of the electrical system.						
	Energy Loss %	Total Energy Loses/Total Sources of Energy	5.64%	7.20%	2.5% - 6%	This ratio is calculated on a 12 month rolling average of electricity purchased compared to energy sold to customers



**East Norwalk - PCA Calculation**

Power Cost Adjustment Calculation  
6 Month Rolling Average (starting January 2014)

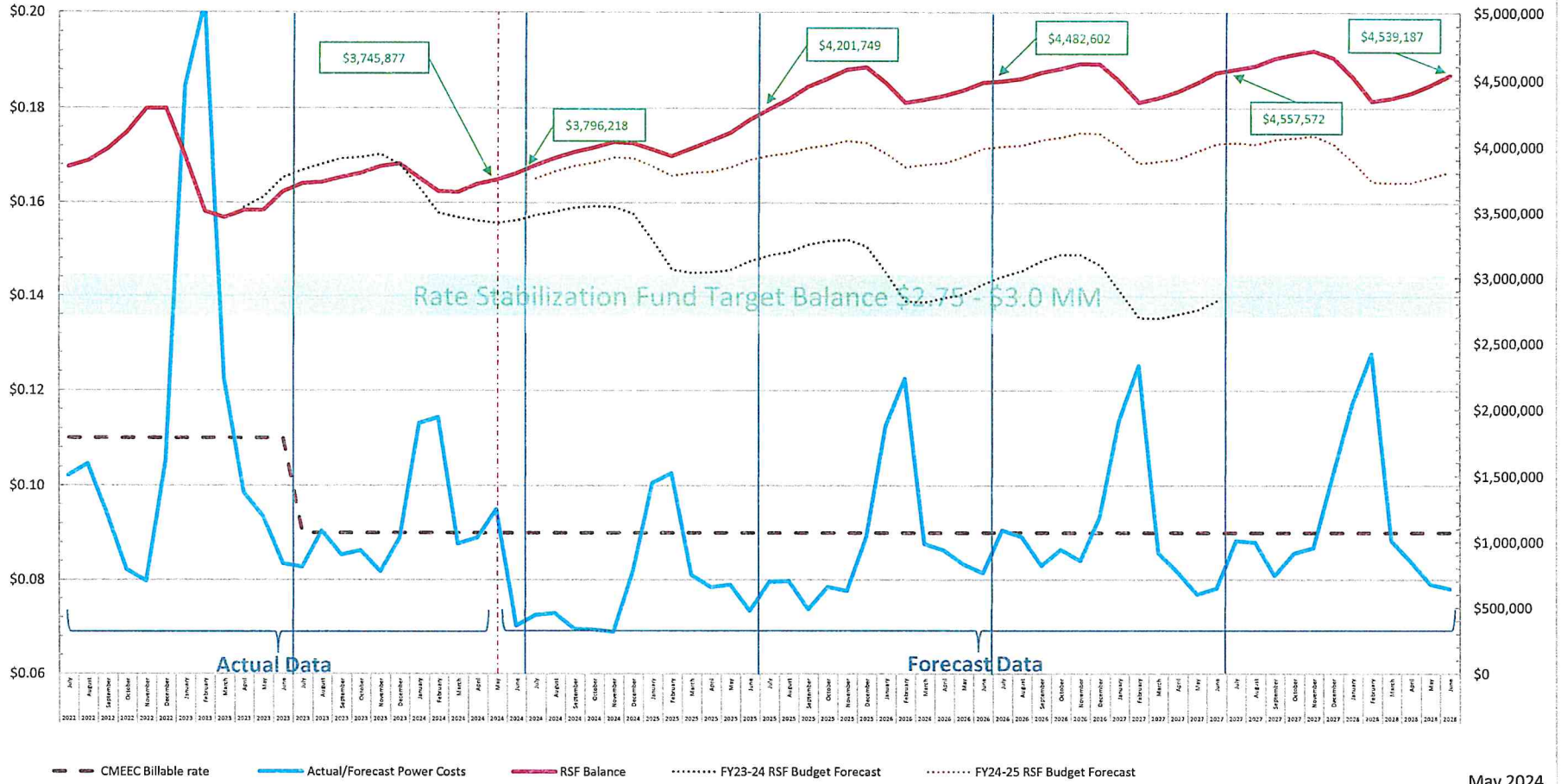
Orange indicates data is from the preliminary CMEEC monthly bill, numbers will change when the "true up" numbers are available from CMEEC  
Green indicates the final numbers have been entered for the month.  
Colors will change when actual numbers are received.

		2023 July	2023 August	2023 September	2023 October	2023 November	2023 December	2024 January	2024 February	2024 March	2024 April	2024 May	2024 June
<b>Total Energy</b>	kWh												
CMEEC Billable rate	\$/kWh	0.09000	0.09000	0.09000	0.09000	0.09000	0.09000	0.09000	0.09000	0.09000	0.09000	0.09000	0.09000
h Grand Total (Actual) Purchased Power Costs	\$	557,670	517,607	426,244	354,119	369,129	448,421	632,361	554,776	407,576	365,669	407,438	360,739
i (Sum of current and previous 5 months)	\$	3,255,320	2,828,953	2,663,023	2,623,397	2,609,306	2,673,190	2,747,881	2,785,051	2,766,383	2,777,932	2,816,241	2,728,559
j kWh's Purchased	kWh												
l Total Purchased Power kWh Units	kWh	6,739,993	5,721,750	4,997,018	4,106,302	4,514,796	5,046,508	5,591,374	4,850,932	4,653,360	4,113,409	4,291,532	5,140,935
m (Sum of current and previous 5 months)	kWh	28,955,036	30,010,650	30,171,073	30,279,826	30,690,064	31,126,367	29,977,748	29,106,930	28,763,272	28,770,379	28,547,115	28,641,542
Actual/Forecast Power Costs	\$/kWh	0.08274	0.09046	0.0853	0.08624	0.08176	0.08886	0.1131	0.11436	0.08759	0.0889	0.09494	0.07017
n Power (Actual) Supply Costs @ Retail	\$	0.1187	0.0995	0.0932	0.0915	0.0898	0.0907	0.0968	0.1010	0.1016	0.1020	0.1042	0.1006
o Base Fuel Cost	\$	0.0958	0.0958	0.0958	0.0958	0.0958	0.0958	0.0958	0.0958	0.0958	0.0958	0.0958	0.0958
p Loss Factor	%	5.6%	5.6%	5.6%	5.6%	5.6%	5.6%	5.6%	5.6%	5.6%	5.6%	5.6%	5.6%
q Calculated PCA	\$	0.0229	0.0037	(0.0026)	(0.0043)	(0.0060)	(0.0051)	0.0010	0.0052	0.0058	0.0062	0.0084	0.0048
r Actual PCA Implemented	\$	0.0350	0.0350	0.0350	0.0350	0.0350	0.0350	0.0350	0.0350	0.0350	0.0350	0.0350	0.0350
s Total System Retail Sales (kWh's)	kWh	5,451,019	5,413,452	5,965,161	4,061,277	3,917,260	4,293,906	4,758,479	5,174,834	4,611,829	4,143,254	4,051,206	4,853,043
t Base PCA Revenue	\$	522,208	518,609	571,462	389,070	375,274	411,356	455,862	495,749	441,813	396,924	388,106	464,922
u Fuel Factor Revenue	\$	190,786	189,471	208,781	142,145	137,104	150,287	166,547	181,119	161,414	145,014	141,792	169,857
v Total Revenues through PCA	\$	712,993	708,080	780,243	531,215	512,378	561,643	622,409	676,868	603,227	541,938	529,898	634,778
w Difference of Collection vs Expense	\$	9,992,186	10,182,659	10,536,658	10,713,754	10,857,003	10,970,224	10,960,272	11,082,364	11,278,016	11,454,284	11,576,744	11,850,783
Over collect / (Under Collect) in each month		\$155,323.30	\$190,472.82	\$353,999.16	\$177,095.91	\$143,248.56	\$113,221.43	(\$9,952.15)	\$122,092.20	\$195,651.61	\$176,268.85	\$122,459.69	\$274,038.62
RSF Balance		3,716,603.00	3,726,804.00	3,764,578.00	3,794,676.00	3,847,382.00	3,868,648.00	3,759,235.00	3,657,267.00	3,650,964.00	3,714,664.00	3,745,877.00	3,796,218.74
Diff between Billed Rate and Actual Cost	\$	0.00726	(0.00046)	0.00470	0.00376	0.00824	0.00114	(0.02310)	(0.02436)	0.00241	0.00110	(0.00494)	0.01983
Margin and Interest (estimate)		10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	13,000.00	13,000.00	13,000.00	13,000.00	-51,603.00
Affect on RSF - by Month	\$	58,932.35	7,367.99	33,485.98	25,439.70	47,201.92	15,753.02	(119,160.74)	(105,168.70)	24,214.60	17,524.75	(8,200.17)	50,341.74

**East Norwalk - PCA Calculation**  
 Power Cost Adjustment Calculation  
 6 Month Rolling Average (starting January 2014)

		2024	2024	2024	2024	2024	2024	2025	2025	2025	2025	2025	2025
		July	August	September	October	November	December	January	February	March	April	May	June
<b>Total Energy</b>	kWh												
<b>CMEEC Billable rate</b>	\$/kWh	0.09000	0.09000	0.09000	0.09000	0.09000	0.09000	0.09000	0.09000	0.09000	0.09000	0.09000	0.09000
h <b>Grand Total (Actual) Purchased Power Costs</b>	\$	470,788	449,063	331,786	286,574	306,153	443,811	579,141	507,914	392,548	324,375	327,909	374,648
i (Sum of current and previous 5 months)	\$	2,566,986	2,461,273	2,385,483	2,306,388	2,205,103	2,288,174	2,396,527	2,455,379	2,516,141	2,553,943	2,575,698	2,506,536
j <b>kWh's Purchased</b>	kWh												
l <b>Total Purchased Power kWh Units</b>	kWh	6,495,421	6,158,291	4,770,467	4,128,112	4,440,866	5,406,389	5,758,591	4,950,432	4,848,669	4,136,908	4,154,948	5,104,892
m (Sum of current and previous 5 months)	kWh	29,545,589	30,852,948	30,970,055	30,984,759	31,134,092	31,399,547	30,662,716	29,454,857	29,533,059	29,541,855	29,255,938	28,954,440
<b>Actual/Forecast Power Costs</b>	\$/kWh	0.07248	0.07292	0.06955	0.06942	0.06894	0.08209	0.10057	0.1026	0.08096	0.07841	0.07892	0.07339
n <b>Power (Actual) Supply Costs @ Retail</b>	\$	0.0917	0.0842	0.0813	0.0786	0.0748	0.0770	0.0825	0.0880	0.0900	0.0913	0.0930	0.0914
o <b>Base Fuel Cost</b>	\$	0.0958	0.0958	0.0958	0.0958	0.0958	0.0958	0.0958	0.0958	0.0958	0.0958	0.0958	0.0958
p <b>Loss Factor</b>	%	5.6%	5.6%	5.6%	5.6%	5.6%	5.6%	5.6%	5.6%	5.6%	5.6%	5.6%	5.6%
q <b>Calculated PCA</b>	\$	(0.0041)	(0.0116)	(0.0145)	(0.0172)	(0.0210)	(0.0188)	(0.0133)	(0.0078)	(0.0058)	(0.0045)	(0.0028)	(0.0044)
r <b>Actual PCA Implemented</b>	\$	0.0350	0.0350	0.0350	0.0350	0.0350	0.0350	0.0350	0.0350	0.0350	0.0350	0.0350	0.0350
s <b>Total System Retail Sales (kWh's)</b>	kWh	6,131,677	5,813,427	4,503,321	3,896,938	4,192,177	5,103,632	5,436,110	4,673,208	4,577,144	3,905,242	3,922,271	4,819,018
t <b>Base PCA Revenue</b>	\$	587,415	556,926	431,418	373,327	401,611	488,928	520,779	447,693	438,490	374,122	375,754	461,662
u <b>Fuel Factor Revenue</b>	\$	214,609	203,470	157,616	136,393	146,726	178,627	190,264	163,562	160,200	136,683	137,279	168,666
v <b>Total Revenues through PCA</b>	\$	802,023	760,396	589,034	509,719	548,337	667,555	711,043	611,256	598,690	510,806	513,033	630,328
w <b>Difference of Collection vs Expense</b>	\$	12,182,018	12,493,352	12,750,600	12,973,746	13,215,930	13,439,674	13,571,576	13,674,917	13,881,059	14,067,490	14,252,614	14,508,294
Over collect / (Under Collect) in each month		\$331,235.24	\$311,333.65	\$257,248.42	\$223,145.93	\$242,183.48	\$223,744.56	\$131,901.73	\$103,341.29	\$206,142.17	\$186,430.67	\$185,124.54	\$255,679.55
<b>RSF Balance</b>		3,858,415.52	3,911,996.13	3,957,949.18	3,991,302.73	4,033,224.36	4,024,385.90	3,976,517.60	3,927,142.16	3,983,974.13	4,044,920.90	4,103,957.72	4,201,749.97
<b>Diff between Billed Rate and Actual Cost</b>	\$	0.01752	0.01708	0.02045	0.02058	0.02106	0.00791	(0.01057)	(0.01260)	0.00904	0.01159	0.01108	0.01661
<b>Margin and Interest (estimate)</b>		-51,603.00	-51,603.00	-51,603.00	-51,603.00	-51,603.00	-51,603.00	13,000.00	13,000.00	13,000.00	13,000.00	13,000.00	13,000.00
<b>Affect on RSF - by Month</b>	\$	62,196.78	53,580.61	45,953.05	33,353.55	41,921.63	(8,838.46)	(47,868.30)	(49,375.44)	56,831.97	60,946.77	59,036.83	97,792.25

### Rate Stabilization Balance - 5 Year Forecast



May 2024

# TTD Electric Department

## Analysis of Aged Receivables as of May 2024

Total # of Customers 4240  
 Total Open AR 341,385 - not including accounts with credit balances

Ageing Groups	Count - Active Accounts			Account Type						
	#	% of Total		Res	Small Com	Large Com	Flat	WWTP	DC	N/A
Current	969	22.85%	↓	44	158	23	3	1	0	22
30 days	143	3.37%	↑	116	14	0	0	0	0	13
60 days	28	0.66%	↓	0	2	0	0	0	0	4
90 days	25	0.59%	↑	20	0	0	0	0	0	5
120 days	13	0.31%	↑	11	0	0	0	0	0	2
150 days	8	0.19%	↓	6	0	0	0	0	0	2
180+ days	88	2.08%	↑	6	2	0	0	0	0	80

Ageing Groups		Dollars Due per Ageing Buckets							
		Total	Res	Small Com	Large Com	Flat	WWTP	DC	N/A
Current	↑	272,246	82,118	58,434	14,669	146	114,263	0	2,616
30 days	↑	16,062	10,608	1,865	0	0	0	0	3,589
60 days	↓	3,710	3,549	63	0	0	0	0	99
90 days	↑	3,683	3,447	0	0	0	0	0	236
120 days	↑	1,813	1,737	0	0	0	0	0	76
150 days	↓	875	809	0	0	0	0	0	66
180+ days	↑	42,996	15,551	65	0	0	0	0	27,380

N/A indicates a finalled or closed account.

AR 90 Days or less	↑	295,700.76	86.6%	↑	Comparison to Previous Month ↓ Better ↑ Worse ⇄ Same
AR Greater than 90 Days	↑	45,684	13.4%	↓	



## 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:** June 20 2024

**Subject:** Accounts Receivable Write-Offs - June 2024

As a follow-up to the discussion at last month’s Commission meeting regarding the accounts receivable past due accounts, Ron Scofield and I have started the process to develop a Write-Off Policy for the commission to review and approve. While the policy is still in the development stage, I have created the attached list of accounts that I am seeking approval to write-off.

During a review of the final billed accounts with open balances, it became apparent that a majority of the accounts fell into the following two categories:

- Accounts that were final billed longer than six (6) years ago.
- Accounts with a balance due of less than \$50.

Due to the statute of limitations, TTD is unable to collect balances greater than six years old, I am recommending all accounts that were closed (final billed) prior to 2018, be written off. The only exception are accounts that we have actively been pursuing. An example of pursuing is having an active lien placed on the land records of the property owner.

During my discussions with Mr. Scofield, we determined the cost effectiveness of trying to collect smaller amounts due isn’t justified with the tools TTD has at its disposal, mainly the placing of liens on the land records of the property owners. While the placing of a lien can be very effective, the cost to place the lien, is sometimes more than the amount owed. Over the past few years, TTD has revised our internal procedures relating to final billed accounts, that have greatly reduced the number of accounts with balances. With this in mind, we have determined that balances due of fifty dollars (\$50.00) or less, should be written off. This recommendation will be included in the write-off policy that is being developed.

#### *District Commissioners*

<b>Johnnie Mae Weldon</b>	203-216-2652	Chairperson	<b>Kevin Barber</b>	203-866-9271	General Manager
<b>Pamela Parkington</b>	203-858-4261	Commissioner	<b>Ron Scofield</b>	203-866-9271	Assistant General Manager
<b>Michele Sweeney</b>	203-820-3107	Commissioner	<b>Red Auerbach</b>	203-451-7047	Treasurer

In order to move forward with the process of writing off old customer balances, I provide you with the following information:

- Listing of Final Billed accounts from April 30, 2024, contained 99 accounts with a total balance due of \$31,137.57
- 24 accounts, totaling \$6,293.75 were accounts final billed greater than 6 years ago, that are not in an active collections process (lien placed on property records).
- 40 accounts, totaling \$553.03 had balances due equal to or less than \$50.00.
- 18 accounts, totaling \$1,255.31, were paid in full.
- 17 accounts, totaling \$23,035.48 remain in the active collections process.

I request the Commission approve the write-off of 64 accounts totaling \$6,846.78. Below is a motion for consideration.

Mr. Scofield and I will be available to answer questions on the list of accounts provided and the policy that is being developed.

I, \_\_\_\_\_, move to approve the write-off of the 64 final billed accounts, totaling \$6,846.78, as presented to the Commission

## Final Billed accounts greater than six (6) years old:

Account Bal.	Account #	Cust. #	Route	Final Date	Customer Name
236.55	501661	122711	01	2/15/2017	DONALD DUNLAP
137.91	503243	122061	04	10/30/2017	MARYKATE LOCANTORE
95.56	501740	119598	09	1/12/2017	NADYA EVDOKIMOVA
1,133.45	503852	122397	16	3/28/2016	BOXES N MORE LLC / U-HAUL
165.81	501131	119485	06	7/2/2010	DANNY BETESH
173.13	503238	118443	04	4/29/2015	WILLIAM BARRERA
363.82	503144	103195	19	2/28/2014	PENNY'S REST. & DINER III
247.12	502318	119097	12	11/4/2014	ALLAN & CAROL DALTON
158.26	501616	119720	08	10/16/2014	DAVID TOOMEY-WILSON
125.86	503336	120670	06	9/17/2014	LINA RAMIREZ
479.57	500398	100427	02	12/12/2013	STEPHEN COSTANZO
237.66	501640	120501	08	7/1/2013	WILLIAM BEEMAN
126.82	503083	120514	01	2/19/2013	MARJORIE BONDI
110.09	501736	119640	09	1/28/2013	VIRGINIA RUGGUERI
253.58	500508	120353	03	5/29/2012	DARREN MONACO
181.06	503566	120614	18	10/25/2012	MEGAN RANDALL
168.54	503071	120400	01	9/28/2012	KAROL A. FLOREZ
157.92	500087	117922	01	1/4/2011	ANDRES VEGA
109.31	501544	101573	08	1/6/2011	KIMBERLY JOHNSON
258.66	503475	118972	09	2/8/2010	BRIAN BEIRNE
177.52	501492	119457	08	5/25/2010	ARDEN L DONAHUE
114.11	503324	118546	06	7/1/2010	JOHN CLEARY
844.67	503224	103278	03	6/25/2009	KEVIN FITZGERALD
236.77	500383	100412	02	3/1/2009	STEPHANIE WIGGINS

**\$6,293.75** Total Dollars

**24** Number of Accounts

## Final Billed accounts with balances less than \$50:

Account Bal.	Account #	Cust. #	Route	Final Date	Customer Name
0.18	501894	121989	09	1/19/2023	KATARZYNA LESNIAK
50.00	503675	125075	06	3/1/2022	BENJAMIN BUCHSBAUM
30.42	500221	125226	01	2/18/2022	GEORGE TSIONIS
25.10	502491	102524	13	6/22/2022	REGINA METZ
19.25	503424	118704	08	9/1/2022	MIKE GAVRIELDIS
8.00	503674	125076	06	2/16/2022	BENJAMIN BUCHSBAUM
32.90	503102	123127	01	2/22/2021	CARMEN GONZALEZ
32.02	504105	124527	16	8/31/2021	DENNIS LAWSON
0.90	500205	123396	01	6/4/2021	SUYAPA MENDEZ

0.32	500254	124682	01	11/3/2021	LIAM WISEHART
36.64	500854	123164	05	4/6/2020	JULIANN ALTIERI
1.21	503700	109308	07	3/13/2020	FRANK LONGO
0.58	502663	118885	15	10/26/2020	T & T ASSOCIATES, LLC
0.10	500113	104482	01	5/20/2020	HUGO CERVANTES
24.86	501483	110638	08	11/21/2019	CONCETTA PIRO
22.43	503092	104963	01	5/31/2019	NICK KANTZAS
19.56	504199	123886	01	7/1/2019	ELIZABETH YORDON
16.72	501130	123182	06	11/5/2019	JHON RUIZ
3.73	501367	101396	07	10/8/2019	VICTOR CASTILLO
0.96	500038	121239	01	1/29/2019	DANNY L. ALVARENGA
46.69	500582	123327	03	10/1/2018	NING LIN
28.35	500448	123630	02	10/19/2018	ROBERT FRABRIZIO
16.05	501374	119393	07	11/27/2018	REX HUFNAGEL
8.51	501188	123463	06	5/31/2018	CASSIDY GOVAN
33.30	501326	109769	07	4/28/2017	LAZAROS KALMANIDES
42.29	500114	122096	01	8/23/2016	FRANKLIN ROMERO-ROMERO
0.01	501341	101370	07	6/19/2015	CLAYTON PETERSON
8.00	503419	121285	08	10/27/2014	CHARLES W. BORGERDING
0.39	503542	103596	16	11/17/2014	SHELDON PENN
0.01	502343	102376	12	10/8/2014	ALICE ROSENTHAL
0.83	500318	121027	02	9/17/2013	OWEN DAVIS
0.27	501169	120064	06	12/17/2013	AMY MORALES
0.23	503318	119678	06	3/6/2013	ELISABETH TREADO
0.15	503426	120261	08	2/8/2012	JANET HANNA
0.07	501530	120657	08	4/3/2012	KATHERINE S. CAREY
32.46	503208	118397	03	8/15/2011	PETER LOMBARDO
0.27	501685	114236	09	1/24/2011	DANIEL & MARY CHARNAS
0.02	503592	119560	01	9/1/2011	DEBRA KIROUAC
9.23	501541	119291	08	3/10/2009	CARLOS NAVARRETE
0.02	501822	101851	09	2/27/2009	ANDRE KONONENKO

**\$553.03** Dollars

**40** Number of Accounts

**Grand Totals**

**\$6,846.78** Dollars

**64** Number of Accounts

lists sorted by Final Date (newest to oldest)





## 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:** June 20, 2024

**Subject:** Cost of Service Study Results

In January 2024, TTD engaged the services of Utility Financial Services, LLC (UFS) for the purpose of performing a detailed cost of service study and a rate redesign. Following months of discussions and meetings between UFS and TTD staff, I am happy to present the results of the cost of service study. Included in your board package, as a separate document, is a report from UFS titled Cost of Service study. This study reviews the financial health of TTD over the next five years and provides recommendations to ensure a healthy financial future.

During Monday’s meeting, Chris Lund, UFS Project Manager, will walk us through the process used to develop the study and the results. Mr. Lund will explain the impacts of TTD not making any changes to the electric rates and he will provide a recommended approach for a rate plan for the next five years.

At this meeting we will not be seeking approval for any changes to the rates or rate structures. We will be looking for feedback on the approach we will take relating to the rates and the rate structures. Based on feedback, we will be developing revised rates and rate structures that will be presented to the Commission for consideration at a future meeting.

Please review the attached report. Mr. Lund, Matt Allred, and I will be available at the meeting to answer any questions you may have.

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#### *District Commissioners*

<b>Johnnie Mae Weldon</b>	203-216-2652	Chairperson	<b>Kevin Barber</b>	203-866-9271	General Manager
<b>Pamela Parkington</b>	203-858-4261	Commissioner	<b>Ron Scofield</b>	203-866-9271	Assistant General Manager
<b>Michele Sweeney</b>	203-820-3107	Commissioner	<b>Red Auerbach</b>	203-451-7047	Treasurer