

FINAL

**THIRD TAXING DISTRICT**  
of the City of Norwalk  
Commission Meeting  
September 23, 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

**OTHERS:** Peter Johnson, CMEEC Ratepayer Representative

**CALL TO ORDER**

Commissioner Weldon called the meeting to order at 6:31 p.m. A quorum was present.

**PUBLIC COMMENT**

No one from the public was in attendance to comment.

**MINUTES OF MEETING**

August 26, 2024 Regular Meeting

**\*\* COMMISSIONER PARKINGTON MOVED TO APPROVE THE MINUTES OF AUGUST 26, 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 August 2024. Mr. Barber reminded the Commission that the numbers are now more accurate since Messrs. Barber and Allred (accountant) changed the methodology of reversing the year-end sales accrual in June 2025 vs. July 2024.

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Total Income is \$2,440,408 versus \$1,464,268 for last year, a difference of 66.66%. Total Expense is \$2,144,920 versus \$2,045,687 for last year, a difference of 4.85%. Net Income before Rate Stabilization is \$297,171 versus (\$749,200) from last year or a difference of 140%. Net Income after Rate Stabilization is \$370,800 versus (\$701,587) for last year, a difference of 153%.

The total local cash balance on hand is \$8,381,411. Of this, the Capital Improvement Fund is \$2,726,640. The current outstanding principal balance with CMEEC is \$2,599,795.

Funds held at CMEEC include:

- Rate Stabilization Fund (RSF)	\$3,964,514
- Municipal Competitive Trust	\$2,224,519
- Economic Development Fund	\$ 161,678
- Conservation & Load Management	\$ 565,416
- Regional Greenhouse Gas Initiative	\$ 290,620
- Renewable Resource Investment Fund	\$ 28,546

Mr. Barber reviewed the P&L for the Electric Department. Income for the month of August 2024 is \$1,293,976.85. Purchased Power (555-00) for the month of August 2024 is \$487,030.57 and Purchased Power for Cervalis is \$98,183.94. Operating Expenses for the month is \$303,710.36.

The P&L for the District is in good shape. East Norwalk Cemetery shows over-budget due to the timing of invoicing and payments to the landscaper.

KPI's: They remain in good shape.

RSF: The current balance of the RSF (Rate Stabilization Fund) is \$3,964,514 which is still above target. The five-year projection is expected to be around \$5.8 million which is well above the target balance.

Accounts Receivable: Overall, TTD is doing very well. The greater than 90 days open balance is \$44,889 which is 9.1% of the overall balance. Staff continues to work on accounts that are in arrears.

### **SUMMER CONCERT SERIES**

As a follow-up to the August 2024 Commission meeting discussion regarding TTD's Summer Concert Series, Mr. Barber provided the Commission with a motion for their consideration. The motion is intended to give TTD staff the responsibility of selecting the bands for the Summer Concert Series and replace any previous Commission approved motions or implied directives related to the selection of bands.

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- \*\* COMMISSIONER PARKINGTON MOVED TO MAKE TTD STAFF RESPONSIBLE FOR SELECTING AND SCHEDULING OF THE BANDS TO PERFORM AT THE ANNUAL TTD SUMMER CONCERT SERIES. THIS MOTION WILL REPLACE ANY PREVIOUSLY APPROVED COMMISSION MOTIONS OR IMPLIED DIRECTIVES RELATED TO THE SELECTING OF BANDS. COMMISSIONERS MAY RECOMMEND BANDS TO STAFF BUT SHALL HAVE NO EXPECTATIONS THAT THEIR RECOMMENDATIONS WILL BE SELECTED, NOR SHALL THEY IMPOSE ANY UNDUE INFLUENCE ON THE SELECTION PROCESS.**
- \*\* COMMISSIONER SWEENEY SECONDED.**
- \*\* THE MOTION PASSED UNANIMOUSLY.**

### **2025 COMMISSION SCHEDULE**

Mr. Scofield, District Clerk, presented the proposed 2025 Commission Schedule to the Commission and asked if there were any changes that needed to be made. The Commission was in agreement with the schedule and approved it.

- \*\* COMMISSIONER SWEENEY MOVED TO APPROVE THE 2025 COMMISSION SCHEDULE AS PRESENTED.**
- \*\* COMMISSIONER PARKINGTON SECONDED.**
- \*\* THE MOTION PASSED UNANIMOUSLY.**

### **GENERAL MANAGER'S EPORT**

Ludlow Park Update – Mr. Barber said the modifications to the park are progressing. The blue stone for the walkway is expected to arrive sometime this week. They will also begin to cut stone for the sitting area (benches). Once completed, the park will be graded and trees planted behind the seating

Cost of Service Study Update – Mr. Barber reviewed 400+ accounts and sent them to Chris Lund of UFS. He is expecting to have a meeting with Mr. Lund sometime during the next two weeks.

Staffing Update – Mr. Barber informed the Commission that they have received official notification from Cynthia Tenney, Executive Assistant, that she will be retiring at the end of the year. Her last official day in the office will be January 3, 2025.

NAACP Freedom Fund Banquet – Commissioner Weldon, who is also on the Executive Board of the NAACP reminded Mr. Barber that the yearly banquet is coming up and would like for the Commissioners to attend (3 tickets), as well as purchase a “Table for Kids” for the event.

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**\*\* COMMISSIONER PARKINGTON MOVED TO PURCHASE FOR THE UPCOMING NAACP FAMILY FUNDRAISER BENEFIT DINNER A TABLE AT THE PRICE OF \$1,250 AND THREE SEPARATE TICKETS AT \$125 EACH FOR A TOTAL OF \$1,625 TO COME OUT OF EITHER THE DISTRICT OR THE ELECTRIC COMPANY BUDGET TO BE DETERMINED.**

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

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

**ADJOURNMENT**

**\*\* COMMISSIONER SWEENEY MOVED TO ADJOURN.**

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

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

The meeting adjourned at 7:09 p.m.

Respectfully submitted,

Cynthia Tenney  
Executive Assistant  
Third Taxing District