

SECOND TAXING DISTRICT COMMISSIONERS

Regular Meeting Minutes

January 19, 2016

Present:	David Westmoreland	Chairman
	Maria Borges-Lopez	Vice Chairperson
	Mary Geake	
	Mary Mann	
	Cesar Ramirez	
	Sandra Stokes	
	Martha Wooten-Dumas	
Absent:	Paul Yatcko	
Also Present:	Kevin Barber	Director of Finance & Services
	Lisa Roland	District Clerk
	Kara Murphy	Tierney Zullo Flaherty & Murphy
Public Present:	None	

Call To Order:

Commissioner Westmoreland called the Regular Meeting of The Second Taxing District Commissioners to order at 7:10 p.m. on Tuesday, January 19, 2016. The meeting was held at South Norwalk Electric and Water, One State Street, Norwalk, Connecticut.

1. Acceptance of the Minutes

Commissioner Westmoreland: "I like to call the regular meeting of the Second Taxing District of the City of Norwalk to order, if the District Clerk would read the Legal Notice."

(Lisa Roland, District Clerk read the Legal Notice for the record)

Commissioner Westmoreland: "Alright, thank you Lisa. For the record I would like to note that Kevin Barber is attending in lieu of Paul Yatcko who is out sick, so Kevin will be participating on Paul's behalf at this meeting. The first thing I would like to do is to make some requests that the commission would consider making some changes to the agenda. I would like Commissioner Ramirez, he has asked for a few minutes on the agenda, I would like to add that right after Public Participation before the Consent Agenda, so that would be like item 1.2 or something. And then we're going to move up the Executive Session, the discussion of Ryan Park since our attorney is already here, we move that up to immediately following the Consent Agenda between items 2 and 3. And then under the Regular Agenda for item 3 prior to the Annual Budget Approval Schedule Review, we need to add Review of the Financial Income Statements for the Water and Electric Operations, which will be distributed at that time because that will need to be, that will be included in the annual budget approval. So, if I can have a motion to those changes?"

Commissioner Geake: "So moved."

Commissioner Westmoreland: "Ok, Mary."

Commissioner Ramirez: "Second."

Commissioner Westmoreland: "Cesar seconds. All those in favor?"

Commissioners Unanimously: "Aye."

Commissioner Westmoreland: "Opposed, abstentions, motion carries. Alright, thank you very much. The first item on the agenda is the Acceptance of the meeting minutes."

Commissioner Borges-Lopez: "I motion to accept the regular meeting minutes of December 15, 2015."

Commissioner Westmoreland: "Motion is made. We need a second">

Commissioner Stokes: "I will second."

Commissioner Westmoreland: "Sandra seconds, any discussions, any changes? Commissioner Ramirez?"

Commissioner Ramirez: "I would like to abstain please."

Commissioner Westmoreland: "Ok, all those in favor?"

Commissioners Unanimously: "Aye."

Commissioner Westmoreland: "Opposed? None and Commissioner Ramirez abstains. Alright, the next item on the agenda is Commissioner Ramirez."

1.2 Cesar Ramirez

Commissioner Ramirez: "Folks, this is not an easy one, first I thank the chair for the time. I will try to be as short and briefly as possible. Unfortunately that's not who I am, but anyway I will try to be as short as possible."

[Laughter]

Commissioner Ramirez: "It has been a privilege to myself to serve with all of you and definitely for the community that really trusts my experience in the past and as well my knowledge and my responsible decisions that I have taken in the past and looking out for the wellbeing of our community and definitely for the future of SNEW. It took me a long, long hours of really thinking about which way...I love the two commissions. I've been in

housing for a very long time and as the Chair, I believe the longest Chair that they have ever had. I believe also that in this commission I have broken the culture that existed in the past. I have managed to really try to be a role model and be a strong leader in the future, in the past, present and the future of this corporation. There is a lot of work to be done. I admire the staff being so professional and I really in a way you really embraced my ideas, being a little rebel sometimes because I am looking out for the wellbeing of the seniors and those fixed income folks and the community at large in general, businesses that I have to make decisions based on what...I really had no idea on what was really going on based on the State Statute that is mandated at this point to make a final decision. And once it gets revealed and I was aware of what was going on, I had to make a very strong decision ok. And as I repeat it again, I love both commissions, but housing has been the most sensitive, complex and interesting commission that I have been involved in my life. I love it too because I've seen the results as being very positive. I've seen that I have managed to help a lot of people and definitely we have a lot of projects in progress. I felt that based on my principles and my honor, if I leave housing, I kind of feel like I'm betraying the trust that the community has put on me for many years. I felt also very badly leaving this commission, but I chose to resign in a good manner, happy, well from the bottom of my heart not to happy, but still you know, looking forward that I know that this corporation is going to remain with such beautiful strong leaders like yourself and it definitely, I can see this leading ok to a new endeavor. I will not say goodbye because you never know what the future might predict or might dictate later. I might be back, but right now I would like to say ciao. I will see you later. I thank you very much for all your time and your efforts and anything I can help without being a commissioner, please don't hesitate to ask. I really appreciate this. I know we have a new commissioner and I didn't have the pleasure to work along with you, but I know you'll do well. I was reading some of your questions from last time and I said here she goes. Cesar is leaving but someone else is asking more questions, so I like that. I know that the Chair will be saying thank God that he's leaving at last."

[Laughter]

Commissioner Ramirez: "Lisa, thank you and Kevin, attorney, as a matter of fact, I'll tell you what before I submitted my letter and in the last minute I even asked questions and the last minute to attorneys to see if anything could be done, but the law is the law and I abide by the law and I like to proceed as the law decides to ok. Whatever is legitimate, whatever is good in reason, whatever is under the umbrella of the law and that's why I like to follow through. I exercise the law and I like to obey and stay under the umbrella of the law, so with that in mind, I will let you guys go on with the meeting. I'm going to say bye. I'm not going to say goodbye, I am going to say bye. I don't know if you have any questions for myself?"

Commissioner Westmoreland: "I would just say certainly on behalf of everyone and the Second Taxing District and South Norwalk Electric and Water we thank you for your many years of dedicated service and we wish you well on all your endeavors I think, I personally take to heart in the fact that you will still be at the housing authority, which you know is facing many, many great challenges and it's nice to know that we have a friend there and someone who is over there asking questions because that's important."

So, we wish you well and we will miss you. But I'm sure we will see you around."

Commissioner Ramirez: "Thank you. And in that capacity, you know I have very strictly rules, you all know what I do in my private life, that I do not like to mix things very precisely in what the law requires me to, but as a commissioner for housing, if I can ever assist ok, within the umbrella of the law, I would be very glad to assist and I say this housing means a lot to me ok, it means a lot to me right now and exactly as you just mentioned, there are a lot of challenges that I will be facing for the next few months, but I will am willing to take a chance, as long as they're positive and we could see good results on behalf of the recipients and the community at large and as well as the corporation, ok."

Commissioner Westmoreland: "Thank you very much. So in order to...you know, I don't think this was a surprise to anybody since it was in the paper. We prepared a resolution just in case, so that we can move forward as a Taxing District. The Charter of the Second Taxing District has something I consider to be really odd in it, in that we have to have a special meeting to declare a vacancy and so that then we can ask that that vacancy be filled and I believe the way it works is, we declare a vacancy, we notify the Chair of the...or the Secretary of the Republican Town Committee, they have I think sixty or ninety days."

Commissioner Borges-Lopez: "Sixty."

Commissioner Westmoreland: "Sixty days to give us a candidate. At the end of that period if they haven't, then the commissioners elect somebody, but it has to follow the party lines or affiliates. Affiliations have to be considered, so that the board remains a balance representation of the community. It is my thinking that we would do that, we would have a special meeting. In order to have a special meeting, you have to post it for ten days and all this other stuff, which is just you know, extra advertising and more money. I thought that we could do this at the beginning...we'll have a meeting next month, at the very beginning of the meeting to declare the vacancy and then close that meeting and then move into our regular meeting. That will save everybody's time and also save the expense for the Second Taxing District in terms of advertising and so on and so forth. So, if that is agreeable to everybody, we can go forward and do that."

Commissioner Borges-Lopez: "So this special meeting will be?"

Commissioner Westmoreland: "Next February, right before our next regular meeting."

Commissioner Borges-Lopez: "Does that meet the guidelines of the ten days?"

Commissioner Westmoreland: "Yes."

Commissioner Borges-Lopez: "It does. Oh ok."

Commissioner Westmoreland: "Because our next meeting is February 16th, so that's a month from now. So, we can notice it along with the regular notice of the regular meeting."

Lisa Roland: "I have to notice it before that."

Commissioner Westmoreland: "Ok, well whatever we need to do. Ok, any other questions? So I will read the resolution and then someone can make a motion and we can move forward."

Resolution

This is a resolution regarding the resignation of Cesar A. Ramirez as a Commissioner of the Second Taxing District of the City of Norwalk. Whereas Cesar A. Ramirez has been a duly elected commissioner of the Second Taxing District of the City of Norwalk since 2007 and whereas Mr. Ramirez has submitted his resignation as a Commissioner of the Second Taxing District of the City of Norwalk in order to devote his time and energies to serve as Chairman of the Norwalk Housing Authorities. Resolved that the Commissioners of the Second Taxing District of the City of Norwalk regretfully accept the resignation of Mr. Ramirez and thank him for his service to the Second Taxing District of the City of Norwalk and a customers of the South Norwalk Electric and Water. Resolved that the District Court shall hereby notice a special meeting of the Second Taxing District of the City of Norwalk to occur at 7:00 p.m. on February 16, 2016 in order to declare a vacancy on the District Commission in accordance with the Charter of the Second Taxing District of the City of Norwalk and resolve that the District Clerk shall notice the aforementioned special meeting in accordance with the requirements of the Charter of the Second Taxing District of the City of Norwalk. May I have a motion?"

Commissioner Borges-Lopez: "So moved."

Commissioner Westmoreland: "Maria."

Commissioner Mann: "Second."

Commissioner Westmoreland: "Mary Mann seconds. Any discussion, all those in favor?"

Commissioners Unanimously: "Aye."

Lisa Roland: "I have a discussion."

Commissioner Westmoreland: "What's that?"

Lisa Roland: "I have a discussion."

Commissioner Westmoreland: "You have a discussion?"

Lisa Roland: "I do, you said 7:00 p.m."

Commissioner Westmoreland: "Yes."

Lisa Roland: "Do you want to have the special meeting before our regular meeting at 7:00 p.m. or do you want to make it at 6:45 because it is going to mess things..."

Commissioner Geake: "I was going to say that I thought it had to be a special meeting at a special time versus our regular meeting."

Lisa Roland: "Right, it has to be noticed by itself, so you are going to have to give it a different time of when it starts. If it starts at 7:00, then the agenda that we send out to everybody, we are going to have to say 7:15 p.m. for the regular meeting."

Commissioner Westmorland: "I was just trying to make it easier on the commissioners."

Commissioner Borges-Lopez: "6:45."

Commissioner Westmoreland: "Is 6:45 alright?"

Lisa Roland: "Yes it is."

Commissioner Westmoreland: "So it will be 6:45. Alright, motion as amended, all those in favor?"

Commissioners Unanimously: "Aye."

Commissioner Westmoreland: "Opposed, abstentions, alright, thank you. Alright moving on to Public Participation, as there are no members of the public present tonight, we will move on to the Consent Agenda, which is the Electric Write-Offs."

PUBLIC PARTICIPATION

No public present

CONSENT AGENDA

2. Electric Write-Off's – October 1, 2015 thru December 31, 2015

Commissioner Westmoreland: "Do I have a motion to approve the Consent Agenda?"

Commissioner Borges-Lopez: "So moved."

Commissioner Mann: "Second."

Commissioner Westmoreland: "Mary seconds. Any discussion, all those in favor?"

Commissioners Unanimously: "Aye."

Commissioner Westmoreland: “Opposed, abstentions, motion carries and with that I need a motion to move into Executive Session to have a discussion with our attorney on Ryan Park.”

Attorney Murphy: “On pending litigation.”

Commissioner Westmoreland: “On pending litigation on Ryan Park.”

Commission Stokes: “So moved.”

Commissioner Westmoreland: “Sandra approves it. Do we have a second?”

Commissioner Borges-Lopez: “Second.”

Commissioner Westmoreland: “Maria seconds, all those in favor?”

Commissioners Unanimously: “Aye.”

Commissioner Ramirez: “With that Cesar Ramirez is stepping out (7:20 p.m.).

[Laughter]

EXECUTIVE SESSION – 7:25 p.m. to 8:05 p.m.

Commissioner Westmoreland: “I need a motion to come out of Executive Session.”

Commissioner Wooten-Dumas: “So moved.”

Commissioner Geake: “Second.”

Commissioner Westmoreland: “Martha moves it. Mary Seconds it. That completes our Executive Session on pending litigation regarding Ryan Park. The court hearing is scheduled for February 4, 2016. We discussed the pending litigation and we are taking no action and have taken no action. So with that we will move on to the next item on the agenda, which is the item we added, which is a review of the financial statements for six months ending December 31st for both the Electric and Water Operations and I will turn that over to Mr. Barber.”

REGULAR AGENDA

3a. Review Financial Income Statements

Kevin Barber: “Good evening everyone. As Commission Westmoreland mentioned, we are handing out the income statements for both the water and the electric and this is for the six month period from July 1st 2015 to December 31st 2015. What I figure we can quickly

do, is just go over each one on what I will describe as a very high level and then I will entertain any questions you may have. We will look at the water first and we are reporting through six months that we have received operating revenue of over \$4.8 million. Based on our budgeted numbers, we are ahead of budget by \$758,000 for the first six months.”

Commissioner Westmoreland: “Is that largely due to the drought or was there more water used or?”

Kevin Barber: “Well it’s, the way we, when we take our yearly budget currently we just divided it by 12 and spread it across 12 months. So, we are going to show a larger of what I’ll describe as a positive variance at the beginning of the year because July, August, September are more of our higher usage months for water. So I would expect that number probably would start to tail down later a little bit.”

Commissioner Westmoreland: “It’s going to go down over the winter because people aren’t watering their yards since there is ice out there.”

Kevin Barber: “Exactly. Yes, so just to provide you a little insight as we go through our budget process issue, we are going to be budgeting more on a monthly basis so that we will take into consideration the higher usage months, we’ll budget higher obviously and then tail it off, for at least on the water side. It will be lower in the winter months, so any variance that we do have will be more of what I’ll describe as a truer indication on how we are doing on the budget, so that’s where we stand on the revenue side. On our operating, the operating expenses we are showing operating expenses of \$4.1 million for the first six months and that includes a depreciation expense entry and if we back out that number, the operating expense is at \$2.83 million.”

Commissioner Westmoreland: “So why wouldn’t we budget for depreciation expense?”

Kevin Barber: “Historically, we never have because its, our budget is more of what I will describe as a cash budget.”

Commissioner Westmoreland: “Right.”

Kevin Barber: “And the depreciation is a non-cash entry, so we haven’t budgeted for that. We will be dealing with that going forward, where we will actually show on this probably whatever our depreciation expense, is we will budget for that so that, so it will be a net zero in this report.”

Commissioner Westmoreland: “Right, this makes you look bad.”

Kevin Barber: “Well, that is correct, that’s why I’m...”

Commissioner Westmoreland: “And the story is actually good.”

Kevin Barber: "That's why I am reporting that our adjusting for the depreciation or operating expenses is \$2,893,000, which is under budget by approximately \$360,000 for the first six months. So, and I did want to point that out that we are in good shape budget wise on water. Does anyone have any questions on the operating expense side of it here?"

Commissioner Westmoreland: "Well, the only other thing is, I mean, I guess, if you budget for it is a zero sum gain, but typically most income statements I see, they will show...they will have depreciation under the next line, showing it as non-operating and that's another way to fix it I guess if you can budget for it."

Kevin Barber: "Yes that is, that is true, it would still reflect in the same fashion and then non-operating revenues and expenses, but that is another one we can look at. We typically try to follow a lot of what our financial reports from the auditors do, the format so."

Commissioner Westmoreland: "That's perfect."

Kevin Barber: "So, what I did not calculate was our operating income over loss adjusting for the depreciation. Taking into consideration with depreciation, we still have an operating income gain of \$667,000 for the first six months. Below that it shows the non-operating revenues and expenses and how we did for the first six months and we are at a negative \$141,000. The majority of that is due to the interest expense on our water filtration loan. And then it talks about the total and the net change in position. So right now we are showing a total change in net position of a positive \$525,000 for the first six months. Any questions on the water? And if not, if we switch over to the electric, I'll go over it in basically the same fashion. The electric's operating revenues for the first six months, and I'm going to...we will talk about the total operating revenues, was \$7.685 million. Comparing that to our budget of \$7.08 million, we are showing we're under budget by \$222,000. Now on the electric side, we did have more of a monthly budgeting, so it's more of a truer indication of where we are as far as the budget goes. So we didn't do it like water, so the electric we actually did the revenue on a monthly basis."

Commissioner Westmoreland: "So I shouldn't have switched to LED's."

[Laughter]

Kevin Barber: "Part of this could also be because of the milder winter. In winter time is when we also sort of have like a summer peak for air conditioning and winter peak for heat. It has been a little bit milder, which does affect our revenues. In the operating expenses, our total operating expense is \$6.881 million and that once again also does include the depreciation expense of \$439,000. So our...if we were to reduce the depreciation, our operating expenses is, let's see if I can do my math real quickly, \$6.44-\$6.440 million, somewhere in that neighborhood and comparing that to our budget of \$7.6 million dollars, we are under budget at this point over a million dollars when we reduce the depreciation."

Commissioner Westmoreland: "Can you speak to Transmission Distribution and Conservation and Load Management to the variances there because they are really significant?"

Kevin Barber: "The first one was I'm sorry, Transmission and Distribution?"

Commissioner Westmoreland: "Transmission and Distribution is basically 50%...you budgeted \$737,000, we only spent \$377,000. That's great, but I don't even remember what that is and for #1 and #2, why?"

Kevin Barber: "I can't tell...the Transmission and Distribution is our operating of both...our operating and maintenance of our distribution system. So, it's all expenses relating to that. I don't know exactly why we are so far under, if you like I can research that and get back to you."

Commissioner Westmoreland: "Please."

Kevin Barber: "To advise you as to what's going on."

Commissioner Westmoreland: "And then the second was Conservation and Load Management."

Kevin Barber: "That one I do know about. I'm just going to jot a note here. Ok, as you see the Conservation Load Management is showing up as a negative \$15,586. The reason for that is, we accumulate in expense accounts under Conservation Load Management all of our expenses relating to the Conservation Load Management program. To date, we've actually for the first six months, have accumulated over \$100,000 in expenses, we funded various projects throughout our district. We then invoiced CMEEC, because actually CMEEC holds the conversation funds at their offices or in there bank account. We invoice them for reimbursement for the funds we spent. So for the first six months we spent \$100,000 and we invoiced them for that \$100,000. We will then place those back in our accounts when they appear on CMEEC's books. I know that may sound like a little interesting the way of doing that, but it's the way we have to account for it. So, to date we have spent over \$100,000 in Conservation and Management. So we've invoiced them for the \$100,000. The negative 15 is an invoice we sent to CMEEC in July for conversation load management program expenses I think for the last three months of the last fiscal year and it just turned out to be the timing of the way it was booked into the system."

Commissioner Westmoreland: "This is just a cash flow booking issue?"

Kevin Barber: "Yes. So it will actually, within the next quarter when you see the next quarterly functions, you'll see at minimum \$100,000 in the conservation fund."

Commissioner Westmoreland: "Ok."

Kevin Barber: "Plus possibly more for anything we spent on the next three months."

Commissioner Westmoreland: “And then the next item, the Customer Assistance Program, we were hoping to get an update on that. I know Paul was supposed to have a meeting on that today, but with his illness I don’t know if you guys were able to follow up on that?”

Kevin Barber: “I can give you somewhat of an update on it. Staff is looking to find the appropriate agency to manage the program. I believe about two weeks ago we did meet with Person-to-Person, which is an agency based out of Darien, who I believe now has an office open on South Main Street, here in South Norwalk, to manage or to see what type of program they can administer for us. They actually administer TTD’s their taxing district’s program and so we met with them to see a) what was their program like and is it something that we might be interested in. We were supposed to meet with Paul this morning to I guess bring him up to date, obviously with Paul being out, we weren’t able to do that so at that point I’m going to have to defer to have you talk to Paul about where we stand with that at that point.”

Commissioner Westmoreland: “I think that we need to have that program in place by the end of the month before people get their next round of bills. It’s cold out. Isn’t that...I mean isn’t now when most people need to use this program? I mean we’re pretty much there. So I need to get some, we need to get some feedback in the next week about whether that program is in place or not and if we can’t work it out with Person-to-Person we’re just going to have to do it ourselves you know, I don’t know what else to do. I don’t want to do that, but it needs to be in place because now is when people need help and when the next round of bills go out on the first, that’s when people are going to have issues and that’s what the program is for.”

Commissioner Borges-Lopez: “That’s was a big issue before with regard to SNEW doing it itself, because John felt that we didn’t have the staff, they weren’t knowledgeable enough and the accounting process.”

Commissioner Wooten-Dumas: “All of the training.”

Commissioner Westmoreland: “I get that totally, I don’t want to do it but, it’s an important matter program for the community, that’s why we fund it. It needs to be in place and it’s either you or Paul doing it or work it out with somebody.”

Kevin Barber: “Yeah and in the past John, I know his comment was that we aren’t equipped, we aren’t trained, and we aren’t you know...it isn’t in our position in a way to try to administer that type of a program. And I don’t think we are still in that position and I think Paul would probably agree with that, so I know Person-to-Person does have a very interesting program, I think they could possibly work with us or for us, however you want to describe that.”

Commissioner Westmoreland: “Did they indicate whether they were in a position or not to move quickly?”

Kevin Barber: "I believe they would be very interested in moving. How quickly, that I can't comment on, but I do think they are interested. I know it was a very positive meeting."

Commissioner Westmoreland: "I need to know the answer to that by the end of this week."

Kevin Barber: "Of this week?"

Commissioner Westmoreland: "Yeah."

Kevin Barber: "Ok, I'll relay that information to Paul."

Commissioner Westmoreland: "We need to get this done because we are running out of time."

Kevin Barber: "Ok, I'll relay that to Paul and get you an answer."

Commissioner Westmoreland: "Ok."

Kevin Barber: "So, to continue on, we do show operating income as currently listed as a positive \$804,000. If we were to take into consideration the depreciation, that number does raise to over \$1.2 million. The non-operating revenues, we are showing a negative of \$389,000. The big item there is miscellaneous income expenses. That is actually accumulated expenses for the majority of the State of Connecticut bridge project. I think we may have raised this in the past, so that's the continued accumulation of that and also our interest expense on the loan for the substation. So at the very bottom you'll see that we have a positive change in net position of \$415,000 for the first six months on electric. So, any other questions relating to the electric's report?"

Commissioner Westmoreland: "No, just those two things. I would like to understand the Transmission and Distribution number and the Customer Assistance Program."

Commissioner Stokes: "I have a question."

Kevin Barber: "Sure."

Commissioner Stokes: "I just don't know, what are the, under revenue for electric, what are the customers forfeited discounts? What is that?"

Kevin Barber: "The forfeited discounts, and I'm sure in case you don't know, we offer our customers a 10% discount, if they make their payment by the 10th of each month. The way we handle it accounting wise is we actually will book the discounted amount, so if a customer has a \$100 bill and if they pay by the \$90 by the 10th they get a \$10 discount. We book the \$90 as our revenue. After the 10th whoever did not receive the discount; that money comes back to us as forfeited discount."

Commissioner Stokes: "Got it."

Kevin Barber: "And we have roughly about 70% dollar wise of our customers who receive the discount. So as you can see, we budget \$500,000 in what will describe as forfeited or lost discounts as revenue for us."

Commissioner Stokes: "Got it. Thank you."

Kevin Barber: "You're welcome."

Commissioner Westmoreland: "I put my bills in the box like 10:00 o'clock on the 10th. "So, I'm waiting to see."

[Laughter]

Kevin Barber: "Yes, you and about and about a thousand other people. The morning of the 11th is quite a busy day for that night box."

Commissioner Westmoreland: "Is there any action we need to take on this?"

Kevin Barber: "No. It's just information for you."

Commissioner Westmoreland: "Great job. I know that this is a new thing and a struggle to get all the kinks ironed out, but it's very helpful to understand and get a better picture of where we are."

Kevin Barber: "And it's very helpful for us as well internally, for the management team to review it as well, so."

3b. Annual Budget Approval Schedule – Review

Commissioner Westmoreland: "Alright, any other questions for Kevin? Moving on to Agenda Item 3. If I can find it in my tab. The Annual Budget Approval Schedule, I know it's in here, oh here it is. Did everybody find it, mine was in a different place. So the Annual Budget Approval Schedule for the fiscal year July 1, 2016 – June 30th, so Kevin do you want to go over this?"

Kevin Barber: "Sure, I'll be happy to."

Commissioner Westmoreland: "Please."

Kevin Barber: "The schedule that is in front of you is, for most part, the same schedule we had year in and year out and we continue to kind of follow the same one. The first one is that on February 9th, we will be transmitting the draft budget, which includes the district water and the electric fund budget to the commission. We will then be reviewing that at the next commission meeting of the 16th and at that meeting we will just review and discuss. There is no, at this point, plan for any approvals or anything like that. We

are just going to...cause at that point we do expect it to be a draft budget, while we hope to have it in near complete form as possible, comments from the commission may actually drive us back to make some changes. So, following that, the 26th we will transmit the final district budget, incorporating any changes from the meeting of the 16th. So, we will transmit them on the 26th. The next date is the 5th, which is I believe when the clerk will advertise in the Hour of the budget, the notice of the budget's availability, which I believe is available on the 10th of March. Then on March 7th week, the consolidated version of the budget is published in the Hour and that is basically a one page budget that lists the district, water and electric combined. Then on the 8th of March is the next regular commission meeting. At this meeting is where we will need to adopt and recommend to the electors the budget. Then the 10th as I mentioned, is when the budget will be available for the public to pick up for their review and we will have the electors meeting on the March 15th. If at, one thing that we did change from this year from the past and in previous years is we actually had a tentative meeting, that we if we so needed to have another meeting to review the budget, we did remove that, but I do want to make it known that if we need to have another meeting, we can schedule a special meeting to review the budget even for a second or third time. It would be at the commission's discretion."

Commissioner Westmoreland: "Are we, there was some discussion on and I don't remember where it went, are we still planning to have the electors meeting at 8:00 in the evening or are we going to try and start earlier?"

Kevin Barber: "I will defer to the clerk."

Lisa Roland: "At 7:00."

Commissioner Westmoreland: "We decided at 7:00?"

Lisa Roland: "Right, that's what we said the last time, so that's what I put in the legal notice, 7 p.m."

Commissioner Westmoreland: "Ok."

Kevin Barber: "So that is the schedule that we will keep for the budget. Does anyone have any questions or comments?"

Commissioner Westmoreland: "My only comment, which applies to Lisa for the next meeting, I'm actually scheduled to have foot surgery on February 12th so I am hopeful that the Vice Chairman will be here to run the special meeting, as well as the next regular meeting because as it is unlikely I will be able to attend."

Commissioner Borges-Lopez: "I will be here in honor of your foot."

[Laughter]

Commissioner Mann: "Or we could just get you a wheel chair."

Commissioner Westmoreland: "It has to be one of those where my foot can stick up."

[Laughter]

Commissioner Stokes: "Or skype you in."

Commissioner Borges-Lopez: "I sympathize and empathize with you."

Commissioner Westmoreland: "You can call in and listen to me scream."

[Laughing]

Kevin Barber: "We do have conference phone capability, so we could conference you in. We also have a nice big screen and we might be able to..."

Commissioner Stokes: "We can meet up at your house too. Skype or meet at your house."

Commissioner Westmoreland: "We could meet at my house. Well by then I will be on day four of not taking a bath...just kidding."

[Laughter]

Kevin Barber: "We'll conference you in."

Commissioner Westmoreland: "I keep forgetting this is all on record. Alright, so any other comments, changes on the schedule? With that can I have a motion to approve the Annual Budget Approval Schedule?"

Commissioner Geake: "So moved."

Commissioner Westmoreland: "Mary moves."

Commissioner Wooten-Dumas: "Second."

Commissioner Westmoreland: "Martha seconds. All those in favor?"

Commissioners Unanimously: "Aye."

Commissioner Westmoreland: "Opposed, abstentions, motion carried. Do I have a motion to adjourn?"

Commissioner Stokes: "So moved."

[Laughter]

Commissioner Westmoreland: "Sandra. Thank you very much everybody. Good night."

Adjournment

The meeting adjourned at 8:40 p.m.

Attest:

Lisa G. Roland
District Clerk