

DRAFT

**MINUTES
ANNUAL BUDGET MEETING
SIXTH TAXING DISTRICT, City of Norwalk
March 4, 2015**

**Rowayton Community Center
Immediately following the Annual Meeting**

The annual Budget Meeting of the Sixth Taxing District of the City of Norwalk was called to order by Moderator Bob Eydt immediately following the Annual Meeting of the Sixth Taxing District on March 4, 2015 at the Rowayton Community Center.

The approval of the 2014 Annual Budget Meeting Minutes was postponed until later in the meeting.

District Treasurer John Verel gave the Treasurer's report for the Fiscal Year 2013-2014 aided by a PowerPoint presentation. Mr. Verel announced that handouts of this review will be available following the meeting. The audit of the '13-'14 FY has been done by the independent auditor, O'Connor Davies of Stamford, CT. The results of the audit were that the auditors gave us a clean, unqualified opinion of the state of the district records. These financial statements are available to the public at the Library or from the District Treasurer's office.

A change in the Fund Balance Analysis shows that

- The 2013-14 Budget had excess of revenue over expenses of \$129,230
 - This was combined with \$113,770 from the General Fund for a total of \$243,000 for capital transfers
 - For the 2012-13 Budget year the General Fund decrease was \$142,453
- Actual change in the General Fund balance was (\$113,770)
- The General Fund Balance on 6/30/2014 was \$219,895
- The General Fund Balance on 6/30/2013 was \$333,665
 - The decrease in the General Fund balance was due to Super Storm Sandy non-FEMA expenses

Mr. Verel explained that the excess revenue over expenses was combined with the General Fund

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because, after Sandy, not everything was eligible for reimbursement from FEMA, when we expected it to be covered. They ran a small operating fund to pay for Sandy expenses.

Major Variances, FY 2013-14 Budget by Expense Category

Under Budget	
• Public Safety	\$ 10,581
• Municipal Parking Lot:	\$ 5,291
• Culture & Recreation:	\$ 33,038
• Home & Community:	\$ 25,570
Total Under Budget:	\$ 74,480

It was pointed out that tipping fees came in at \$13,167 under budget – this is mostly due to increased recycling.

Variances, FY 2013-14 Budget by Expense Category

Over Budget	
• Debt Service:	\$ 23,357

The debt service over budget amount was due to a clerical error.

Tom Livingston, 23 Crockett, asked a question regarding money spent at Pinkney Park. The explanation was that some of the work done there in the recent past was divided into two years.

Bob Eydt, 86 Highland, made a motion to approve the over-expenditure in debt service and to recognize the line specific appropriation of funds in the amount of \$ 23,357. Tom Livingston, 23 Crockett, seconded the motion which passed unanimously.

The next slide was entitled “Net Position on 6/30/2014”

- Net asset increase of \$73,760
- General, Parking and capital.

A pie chart showed that the greater part of the assets of the district were in capital assets, with smaller amounts of restricted and unrestricted assets.

A chart showing the sources of Revenues showed that, by far, the largest source of revenues was property tax disbursement from the city with services being a very small part of the pie. The moderator asked the Treasurer to report on the budget for the next Fiscal Year which runs from July 1, 2015 through June 30, 2016.

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Uses of Expenses

- 25% Home & Community
- 20% Culture & Recreation
- 20% Employee Benefits
- 15% General Government Support
- 11% Debt Service
- 9% Other

Capital Fund Project Balances as of 6/30/2014
Fund Balance set aside for Capital Projects: \$243,000

- Community Center
- Fire Department
- Pinkney Park
- Ambler Lot
- Bayley Beach
- Little League Reserve
- Future Project Reserve

It was explained that these capital fund project balances were set up for some major improvements to come soon. Mr. Barbis explained that the Little League Reserve represents money set aside by the Sixth Taxing District for the Little League's future. They said that they wanted to create a reserve fund to finance some longer term goals. The District decided to do that for them so that there wouldn't be possible questions or concerns later as the management of Little League changed. Mike also explained that, since we didn't get the needed funds from FEMA for the sea wall repair, we only did the first of three steps last year. Fortunately, there were no bad storms that could have undermined the first step work. Now, they will cap the wall and provide some support behind it. At the Rowayton Fire Department, the plan is to start converting some of the communications equipment so that it will properly interface with equipment from the city's fire department. At the Community Center, the plan is to go ahead with some Phase III plans. We may apply for a state preservation grant as we have done twice in the past, but the needed work to be done ahead of that may not be able to be accomplished before the deadline for the grant application. The plan includes a remodel of the kitchen and opening it up to the Moose Room, the replacement of the heating and air conditioning systems. In the Courtyard, the plan is to tear up the asphalt and surface the area so that we can fix the drainage problems we have had there. We want to make it more user friendly in hopes that it will be used more. It was used more last summer than usual as small tables and chairs were brought in and the Rowayton Gardeners planted large containers with trees and flowers to make the area more inviting. There also is quite a lot of environmental remediation work to be done. In other words, we need to finish what we have started. Separate from this budget for Phase III, in the current Fiscal Year,

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we have money set aside to improve the traffic flow around the Community Center. Towards this end, we are going to create a separate exit onto Highland Avenue just a bit before the Dog Park fence. There will also be about 12 parking spaces created near there. They will use permeable pavers so that water will seep through and grass can grow. So, it might be a bit messy toward the end of May. At the charrettes that were held some time ago, we came away with the idea that the residents want to see change that is evolutionary instead of revolutionary.

Dave McCarthy, 38 Nearwater, asked a question about the possibility of putting the budget documents and numbers on the web site prior to the meeting so that residents are not coming in cold to hear about and vote on a budget. The district will attempt to do this in the future. It was mentioned that meetings are almost an anachronism with the internet such a part of everyday life now. The point was taken.

Betsy Bain, 78 Wilson, said that she agreed and would like to see some of these things before meetings.

District Treasurer John Verel went on to explain the “Proposed Budget for Fiscal Year 2015 – 2016. It would include:

- Revenue \$1,731,580
- Operating Expenditures \$1,485,340
- Transfer to Capital \$ 246,240

Projected General Fund Balance at year end \$219,895.

Property Tax Increase: 5.6% which comes to \$88,975 or about \$59/household

District Tax Burden:

- Last year: \$1067/household
- Proposed: \$1127/household

Tax Revenue Projection is \$1,689,930. The budget for 2014-15 fiscal year revenues was \$1,600,955, an increase of 5.6%

Operating Expenditures of \$1,485,340 will be at a decrease of 2.5% from last year.

\$59 per household/52=\$1.13 per week

This is just a Summary of the budget. More detail follows.

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PROJECTED REVENUE

	<u>2015-2016</u>	<u>2014-2015</u>	<u>%Change</u>
• Property Tax	\$1,689,930	\$1,600,955	5.6%
<u>Other Income:</u>			
• Rentals	\$ 12,000	\$ 15,000	-20%
• Beach Permits: Resident	\$ 15,000	\$ 17,250	-13%
• Beach Fees: Non Resident	\$ 11,500	\$ 15,600	-26%
• Beach & Camp Fees	\$ 2,000	\$ 3,500	-42%
• Donations & Misc. Income	\$ 1,150	\$ 2,650	-56%
Total Other Income:	\$ 41,650	\$ 54,000	-22%
Total Projected Revenue:	<u>\$1,731,580</u>	<u>\$1,654,955</u>	4.6%

BUDGET EXPENDITURE SUMMARY

	<u>2015-2016</u>	<u>2014-2015</u>	<u>%Change</u>
• General Gov't Support	\$ 157,762	\$ 181,981	-13%
• Public Safety	\$ 76,040	\$ 82,040	- 7%
• Transportation	\$ 14,050	\$ 17,900	-21%
• Culture & Recreation	\$ 295,150	\$ 358,600	-17%
• Home & Community	\$ 392,500	\$ 357,500	9%
• Grants	\$ 26,350	\$ 72,287	-63%
• Employee Benefits	\$ 376,900	\$ 301,772	24%
• Debt Service	\$ 146,588	\$ 150,874	- 2%
• Capital Projects	\$ 246,240	\$ 131,000	88%
Total Expenditures:	\$1,731,580	\$1,654,955	4.6%

CAPITAL PROJECTS

Transfers to Capital Projects: \$ 246,240

Projects

Little League Reserve \$ 5,000
 Bayley Beach Seawall \$ 60,000
 Community Center \$ 155,000
 Fire Department \$ 26,240
Total Capital Projects: \$ 246,240

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TAXES
THREE YEAR ANALYSIS

Fiscal Year 2015/16

• Taxes, per budget meeting	\$ 1,689,930.00
• Change from prior year	5.6%
• To Capital Projects	\$ 246,240.00
• To Operating Expenses	\$ 1,433,690.00
• Operating, Change from Prior Year	-1.8%
• Taxes Collected per Household	\$ 1,126.62
• Per Household Change	\$ 59.32

Fiscal Year 2014/15

• Taxes, per budget meeting	\$ 1,600,955.00
• Change from prior year	6.4%
• To Capital Projects	\$ 131,001.00
• To Operating Expenses	\$ 1,469,954.00
• Operating, Change from Prior Year	4.8%
• Taxes Collected per Household	\$ 1,067.30
• Per Household Change	\$ 63.78

Fiscal Year 2013/14

• Taxes, per budget meeting	\$ 1,505,279.00
• Change from prior year	9.9%
• To Capital Projects	\$ 103,000.00
• To Operating Expenses	\$ 1,402,279.00
• Operating, Change from Prior Year	5.0%
• Taxes Collected per Household	\$ 1,003.52
• Per Household Change	\$ 90.19

Fiscal Year 2012/13

• Taxes, per budget meeting	\$ 1,369,989.00
• Change from Prior Year	
• To Capital Projects	\$ 34,118.00
• To Operating Expenses	\$ 1,335,871.00
• Operating, Change from Prior Year	
• Taxes Collected per Household	\$ 913.33
• Per Household Change	

Three year average change 2.69%

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Mr. Eydt called for a motion to set the budget for the period July 1, 2015 through June 30, 2016 as presented. Wendell Livingston, 23 Crockett, made that motion which was seconded by Nancy Lione, 10 Thomas Place. The motion passed with one abstention made by Andy Conroy, 17 Old Witch Court. He said that he had checked some of the numbers in the city records and he saw some differences. Andy said that the FY 2012-13, especially, showed a \$100,000 difference. Mr. Verel said that the city starts asking us for budget numbers way before they're finalized, but that it's worth checking. Mr. Verel said that he would follow up on it.

A motion to appropriate the funds for the period July 1, 2015 through June 30, 2016 to cover district expenditures, actions in support of capital improvements, and to recover remaining balances from certain capital accounts was made and approved unanimously.

Mr. Eydt asked for a motion, made by Wendell Livingston, 23 Crockett, to fix the date of the 2016 Annual Budget Meeting which the Commissioners propose to be held on Wednesday, March 2, 2015 immediately following the Annual Meeting to be held at 7:30 p.m. that same date. The motion passed unanimously.

A motion for approval of the Minutes of the 2014 Annual Meeting and Annual Budget Meeting, as submitted, was made and passed unanimously.

Mr. Eydt made a motion to adjourn, which was seconded by Betsy Bain, 78 Wilson. The 2015 Annual Budget Meeting of the 6th Taxing District was adjourned at 8:30 p.m.

Respectfully submitted,
Andrea Woodworth
Secretary, Annual Budget Meeting