

NORWALK DEVELOPMENT AGENCY

CHAIRMAN
Felix R. Serrano

COMMISSIONERS
Lisa M. Cooper
John J. Igneri
William R. Speirs
David G. Westmoreland

ACTING EXECUTIVE DIRECTOR
Tami Strauss

TO: MEMBERS, NORWALK REDEVELOPMENT AGENCY

FROM: FELIX R. SERRANO, CHAIRMAN

DATE: FEBRUARY 4, 2020

RE: MEETING NOTICE

The next Meeting of the Norwalk Redevelopment Agency will be held on Tuesday, February 11, 2020 at 5:30 p.m. at 3 Belden Avenue, First Floor.

**FEBRUARY 11, 2020
5:30 P.M.
REGULAR MEETING
A G E N D A**

CALL TO ORDER

ROLL CALL

PUBLIC PARTICIPATION

I. ADMINISTRATION

1. APPROVAL OF MINUTES
 - i. Approve Minutes of the January 14, 2020 Regular Meeting
2. FINANCE
 - i. Approve Norwalk Redevelopment Agency Quarterly Revenue and Expenditures Statements and Balance Sheets for all funds for Year-to-Date December 31, 2019
 - ii. Renew Agency's \$2 million secured line of credit with People's United Bank

II. BUSINESS

1. LEONARD STREET DESIGN REVIEW
 - i. Approve the final project site design for 9-13 Leonard Street as consistent with the design guidelines set forth in the Wall Street-West Avenue Redevelopment Plan, as recommended by the Third Party Design reviewer, DeCarlo & Doll.

2. LEASEHOLD IMPROVEMENTS
 - i. Approve budget allocation for Leasehold Improvements in the amount of \$25,000.
 - ii. Approve the Executive Director to execute a contract with selected vendors for office Leasehold Improvements.
3. REVIEW OF STRATEGIC PLAN WORK PROGRAM
4. WHEELS 2U
 - i. Approve the extension of the Marketing and Communications Contract with Silver Creative Group for the Microtransit program in an amount not to exceed \$60,000 through June 30, 2020 from Fund 115.

III. EXECUTIVE SESSION

- i. Discussion and update on litigation titled City of Norwalk and City of Norwalk Redevelopment Agency vs. ILSR Owners, LLC and Wall Street Opportunity Fund LLC, which is currently pending in the Stamford-Norwalk Judicial District at Stamford.
- ii. Discussion related to Agency personnel matters/claims

IV. Possible action related to III.ii.

V. NEW BUSINESS

VI. OLD BUSINESS

ADJOURNMENT

**CITY OF NORWALK
REDEVELOPMENT AGENCY
REGULAR MEETING
JANUARY 14, 2020**

ATTENDANCE: Felix R. Serrano, Chairman, Commissioners Lisa Cooper and John Igneri.

AGENCY COUNSEL: Marc Grenier, Esq.

STAFF: Brian Bidolli, Executive Director, Tami Strauss, Deputy Director; John Slovak, Comptroller; Lori Guttman, Director of Community Development Planning.

CALL TO ORDER

Chairman Serrano called the Regular Meeting of the Norwalk Redevelopment Agency of January 14, 2020 to order at 5:30 PM.

ROLL CALL

Chairman Serrano noted that a quorum was present.

PUBLIC PARTICIPATION

There was no one present from the public who wished to comment.

I-A. APPROVAL OF MINUTES

- ** MS. COOPER MOVED TO APPROVE THE MINUTES OF THE
DECEMBER 10, 2019 REGULAR MEETING.**
- ** MR. IGNERI SECONDED.**
- ** THE MOTION PASSED UNANIMOUSLY.**

I-B. FINANCE

1. Approve NRA Fund 100 Statement of Revenues and Expenditures for Year-To-Date November 30, 2019.

Mr. Slovak reported on the NRA Fund 100 Statement of Revenues and Expenditures for Year-To-Date November 30, 2019 as follows:

- Operating Fund 100 had revenues of \$592,065 versus budgeted revenues of \$619,903 with an unfavorable variance of \$27,838.
- Operating Fund 100 had total expenditures of \$621,743 versus budgeted total expenditures of \$625,719 resulting in a \$3,977 favorable expenditure variance.
- There is an actual operating deficit of \$29,678 versus a budgeted operating deficit of \$5,816 resulting in a \$23,862 unfavorable net operating, which is mostly due to legal fees for the Wall Street litigation.

- ** MS. COOPER MOVED TO APPROVE THE NRA FUND 100 STATEMENT
OF REVENUES AND EXPENDITURES FOR YEAR-TO-DATE NOVEMBER
30, 2019.**
- ** MR. IGNERI SECONDED.**
- ** THE MOTION PASSED UNANIMOUSLY.**

2. Budget Amendment:
 - a. Approve budget amendment for Consultants in the amount of \$15,000.
 - b. Approve the Executive Director to execute a contract with Operations, Inc. for an amount not to exceed \$15,000 over a 12-month period.

Mr. Bidolli said this is a request to approve a budget amendment to add \$15,000 to our consultant budget and to authorize the Executive Director to execute a contract with Operations, Inc. in an amount not to exceed \$15,000 to look at the Agency's internal HR practices and personnel and operations policies to standardize them and clean them up. We received multiple quotes and are recommending to go with Operations, Inc. based on their local presence and the services they provide. Ms. Strauss and he met with them individually last week, and determined it really is an hourly basis contract that we need. The initial task would be to look at the personnel policy, which, from his cursory review is very muddled with personnel, operations and benefits policies all in one document, and Operations, Inc. recommended to separate it to make it more clear and take a look at some job descriptions and have ongoing support should we need it.

Chairman Serrano said the heavy lift and the dollars would be front ended because of what we need to do right now, but going forward it would be on an as needed basis.

Mr. Bidolli said the \$15,000 is the initial lump sum, which he is going to try to minimize as much as possible by doing internal viewing and flagging things and as much outsource as needed. We'll just get that third party review for good measure.

Ms. Cooper asked if this will be better than hiring an HR firm on a regular basis? Mr. Bidolli said the Agency's volume is small, so we would benefit the most with this sort of out sourcing.

Ms. Strauss said it would cost a lot more to hire somebody, and what's nice about Operations, Inc. is that they have people who specialize in benefits and policy and people who do different specialties, so you are getting a whole team of experts who each have their specialty areas. Mr. Bidolli noted that it will be more cost effective and we will get better quality.

**** MR.IGNERI MOVED TO APPROVE THE BUDGET AMENDMENT FOR CONSULTANTS IN THE AMOUNT OF \$15,000, AND TO APPROVE THE EXECUTIVE DIRECTOR TO EXECUTE A CONTRACT WITH OPERATIONS, INC. FOR AN AMOUNT NOT TO EXCEED \$15,000 OVER A 12-MONTH PERIOD.**

**** MS. COOPER SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

Chairman Serrano noted that that will be coming from the operating fund, Fund 100.

II. A. LANDSCAPE MAINTENANCE SERVICES

Mr. Bidolli said the Agency currently maintains a three-year agreement with Meticulous Landscaping to provide landscaping services throughout the urban corridor. When the contract was approved in 2019 the Commissioners asked that it be brought back to them

annually to talk about the apportionment and the scope. We met with Meticulous last week, and nothing is going to change in terms of the cost. It is going to be the same dollar amount, \$111,250. However, there are other indirect expenses that are required to implement this budget, and we just want to make sure that we have coverage and that the Commissioners are aware of those costs.

Ms. Strauss said we don't get charged for water, so it's really the cost for the police and buying the plants from Western Growers to put in the islands. Meticulous waters them, and oftentimes we'll ask them to clean up some street furniture or do some extra work just to improve the overall look and leverage the investment that we are making in the landscape. Last year those extra costs totaled about \$50,000, so this year we are asking that we encumber \$65,000 for the additional expenses that come with the landscaping contract.

Chairman Serrano said while we approved the contract overall for a three year period, we did want it to come back on an annual basis to have these type of discussions. Western Growers is fantastic, and he doesn't want to diminish the quality of their product because that's the investment that we are making in the urban corridor, but he wonders if the landscaper would be able to do this in a more cost effective way. Ms. Strauss said Western Growers was the least expensive provider of the plants, the most cost effective.

Mr. Bidolli said we can definitely ask him. When we talked to Joe Tamburro at Meticulous, he mentioned other vendors versus Western Growers, but he was more favorable to Western Growers quality and not having to buy replantings, which is important. Mr. Tamburro is into high quality and very into his work. He knows what he's talking about, and so he has confidence in that.

Chairman Serrano said that's where we get tremendous kudos during the summer and during the holidays and everything looks great, and he doesn't want to diminish that.

Mr. Igneri said it seems like a lot of money, and he is just wondering if there could be some savings.

Ms. Strauss said if you look at the scope of work that is attached to her memo, you'll see there are about 20 different properties that are in this report which range from Wall Street and West Avenue all the way down to South Norwalk, and there are the islands, the exit ramps, Freese Park, the Clocktower Island, the Art Park and turning on and off the irrigation systems for the Clocktower and the islands. This is the fifth year we had Meticulous and this is the same price that we paid him last year, so he didn't increase his price.

Attorney Grenier said plus Joe Tamburro is a member of the Exchange Club, which is always giving back to the community. When we started the project it was just for the properties located in the urban core, which is what the Redevelopment Agency does and that's what the appendix shows. It wasn't any ancillary outside the core area that the Agency serves, and that was important for the Commission at the time we did it.

Chairman Serrano said, again, this will come back next year because it's on an annual basis.

- ** MS. COOPER MOVED TO AUTHORIZE THE CHAIRMAN TO APPROVE ENCUMBERING \$65,000 FOR ANCILLARY COSTS FOR THE URBAN CORE LANDSCAPING PROGRAM FOR CALENDAR YEAR 2020.**
- ** MR.IGNERI SECONDED.**
- ** THE MOTION PASSED UNANIMOUSLY.**

B. 55/77 NORTH WATER STREET PROPOSED CHANGES IN USE/DESIGN

1. Find that proposed changes to the first floor uses at 55 North Water Street are consistent with the Reed Putnam Urban Renewal Plan.
2. Find that proposed changes to the first floor uses at 77 North Water Street will substantially change the Urban Renewal Plan and will require a modification to the Plan in accordance with State Statute.

Ms. Strauss said last month Redniss and Mead discussed the proposed changes in use for the ground floor of 55 and 77 North Water Street in the Reed Putnam Urban Renewal Plan area. The Commissioners found the proposed change for 55 North Water Street to be consistent with the Urban Renewal Plan. However, for 77 North Water Street, they proposed changing 100% office on the ground floor to 100% residential use, and that was determined by the commissioners not to be consistent with the Urban Renewal Plan and would require a modification to the plan in accordance with state statute. Rather than go through a substantial amendment to the plan, they have now come back with a revised plan for 77 North Water Street which brings the mix to 25% commercial and 75% residential, and we are recommending that you find the proposed changes to be consistent with the Reed Putnam Urban Renewal Plan.

Ms. Strauss said the northern half of the building is elevated off the side, and people living there are going to have a really nice terrace and be able to sit outside and watch people go by, so they will see more activity than they would if there were commercial use elevated off the street, so this is consistent with a mixed use. Also, the Agency still has design review, so they will have to file in Zoning for any changes they make, and part of the zoning process would be a design review process because it is in the Urban Renewal Area.

Chairman Serrano said what they are doing now is just saying it is consistent with the mixed use component, not what it is going to look like. That's why we have the design review process.

- ** MR.IGNERI MOVED TO FIND THAT PROPOSED CHANGES TO THE FIRST FLOOR USES AT 77 NORTH WATER STREET ARE CONSISTENT WITH THE REED PUTNAM URBAN RENEWAL PLAN.**
- ** MS. COOPER SECONDED.**
- ** THE MOTION PASSED UNANIMOUSLY.**

III. EXECUTIVE SESSION

- A. Discussion and update on litigation titled City of Norwalk and City of Norwalk Redevelopment Agency vs. ILSR Owners, LLC and Wall Street Opportunity Fund LLC, which is currently pending in the Stamford-Norwalk Judicial District at Stamford.

B. Discussion related to Agency personnel matters.

IV. Agency Organizational Structure

- a. Discussion of Proposed Structure
- b. Possible action on IV.a

V. Possible action related to III.b.

**** MR.IGNERI MOVED TO GO INTO EXECUTIVE SESSION AT 5:54PM TO (A) DISCUSS AND UPDATE THE LITIGATION TITLED CITY OF NORWALK AND CITY OF NORWALK REDEVELOPMENT AGENCY VS. ILSR OWNERS, LLC AND WALL STREET OPPORTUNITY FUND LLC, WHICH IS CURRENTLY PENDING IN THE STAMFORD-NORWALK JUDICIAL DISTRICT AT STAMFORD, AND (B) DISCUSS RELATED PERSONNEL MATTERS.**

**** MS. COOPER SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

III. NEW BUSINESS
(None.)

IV. OLD BUSINESS
(None.)

Respectfully submitted,
Karen Pacchiana

Norwalk Redevelopment Agency
Explanation of Statements of Revenues & Expenditures and
Balance Sheets for All Norwalk Redevelopment Agency Funds
Year-To-Date December 31, 2019

- Operating Fund 100 had revenues of \$705,820 versus budgeted revenues of \$743,884 with an unfavorable variance of \$38,064.
- Actual legal expenses are \$171,072 versus a \$9,643 budget resulting in a \$161,429 unfavorable variance due to Wall Street litigation. Total operating expenditures are \$781,731 versus a budget of \$743,884 resulting in a \$37,847 unfavorable operating variance.
- There is an operating deficit of \$75,911 versus a budgeted breakeven bottom line resulting in an unfavorable operating variance of \$75,911.
- Operating Fund 100 Balance Sheet has \$6,508,470 in cash, accounts receivable, due from other funds and property, and \$219,043 in net loans receivable and other assets. There are \$2,349,256 in Deferred Revenues which will be earned when expended, and \$3,585,866 in Net Assets.
- The Brookfield Properties Operating Fund 115 has revenues of \$86,350 and expenditures of \$86,350, resulting in a breakeven. The Balance Sheet has \$520,019 in current assets, and \$520,019 in liabilities and net assets.
- CDBG Revolving Loan Fund 200 Statement of Revenues and Expenditures has \$14,428 of interest income from notes receivable and expenditures of \$3,508, resulting in operating surplus of \$10,920. The CDBG Revolving Loan Fund Balance Sheet has \$749,402 in cash and due from other funds, \$279,928 net loans receivable, \$526,005 in liabilities, and \$503,325 in net assets.
- CDBG Non-Revolving Loan Fund 300 Statement of Revenues and Expenditures has revenues of \$150,761 and program expenditures of \$321,998, resulting in \$171,236 deficit which has already been reimbursed and drawn down from CDBG. The Balance Sheet for CDBG (NRLF) Fund 300 has \$196,275 in cash and due from other funds, \$91,682 in net loans receivable, and \$287,957 in liabilities and net assets.
- Norwalk Redevelopment Agency Project and Program Fund 500 Statement of Revenues and Expenditures include Capital Budget Grants from the City of Norwalk, grants from State DECD, and Choice Neighborhoods Federal grants. There was \$1,994,769 in revenue and \$2,064,630 in program expenditures resulting in a deficit of \$69,861 which will be break even after grant billing. The NRA Project and Program Fund balance sheet has \$675,897 in cash, receivables and due to other funds, and \$675,897 in liabilities and net assets.

Norwalk Redevelopment Agency Inc.
Statement of Revenues and Expenditures - Board Rev & Exp Comparison-YTD, Budget, Prior YTD
100 - NRA Operating - Fund 100
From 7/1/2019 Through 12/31/2019
(In Whole Numbers)

	YTD Actual	YTD Budget	YTD Variance	Prior YTD Actual	Annual Budget	Annual Budget \$ Remaining
REVENUES						
Grant Revenues						
Grants - City Positions	72,150	72,152	(2)	188,874	144,304	72,154
Grants - NRA Project Funds	411,661	411,651	10	468,486	823,303	411,642
Grants - CDBG City Neighborhoods	89,987	124,500	(34,513)	126,693	249,000	159,013
Grants - CDBG Program Admin	88,309	89,733	(1,424)	96,227	179,467	91,158
Grants - Other	3,280	26,482	(23,202)	8,994	52,964	49,684
Total Grant Revenues	665,388	724,519	(59,131)	889,273	1,449,038	783,650
Other Revenues						
Interest Income from Notes	5,867	1,082	4,786	1,331	2,163	(3,704)
Interest Income - Other	15,615	16,337	(722)	16,324	32,673	17,058
Miscellaneous Revenues	459	1,947	(1,488)	6,033	3,894	3,435
Rental Income	18,492	0	18,492	0	0	(18,492)
Total Other Revenues	40,432	19,365	21,067	23,688	38,730	(1,702)
Total REVENUES	705,820	743,884	(38,064)	912,961	1,487,768	781,948
EXPENDITURES						
Personnel						
Salaries	372,959	453,629	80,670	508,184	907,258	534,299
Taxes & Benefits	146,723	156,390	9,667	175,458	312,780	166,057
Total Personnel	519,681	610,019	90,338	683,641	1,220,038	700,357
Administrative Expenses						
Professional Fees - Legal	171,072	9,643	(161,429)	154,977	19,286	(151,786)
Professional Fees - Other	6,250	8,118	1,868	6,000	16,237	9,987
Consultants/Contracted Svcs	5,000	1,845	(3,155)	0	3,689	(1,311)
Occupancy	54,570	52,644	(1,927)	0	105,287	50,717
Office Expenses	10,743	17,418	6,675	8,917	34,835	24,092
Insurance	340	8,679	8,339	0	17,357	17,017
L.T. Expense	5,041	9,624	4,583	6,467	19,249	14,208
Training	3,246	8,742	5,495	5,687	17,483	14,237
Agency Marketing	5,655	15,100	9,445	1,950	30,200	24,545
Miscellaneous	132	2,054	1,921	260	4,107	3,975
Total Administrative Expenses	262,050	133,865	(128,185)	184,257	267,730	5,680
Total EXPENDITURES	781,731	743,884	(37,847)	867,899	1,487,768	706,037
NET OPERATING SURPLUS/(DEFICIT)	(75,911)	(0)	(75,911)	45,062	0	75,911

Norwalk Redevelopment Agency Inc.
Statement of Revenues and Expenditures
100 - NRA Operating - Fund 100
From 12/1/2019 Through 12/31/2019
(In Whole Numbers)

	Month Actual	Month Budget	Month Variance	Prior Year Month
REVENUES				
Grant Revenues				
Grants - City Positions	12,025	12,025	(0)	31,479
Grants - NRA Project Funds	68,609	68,609	0	64,081
Grants - CDBG City Neighborhoods	14,340	20,750	(6,410)	27,146
Grants - CDBG Program Admin	12,500	14,956	(2,455)	14,003
Grants - Other	<u>0</u>	<u>4,414</u>	<u>(4,414)</u>	<u>433</u>
Total Grant Revenues	107,475	120,753	(13,279)	137,142
Other Revenues				
Interest Income from Notes	857	180	677	54
Interest Income - Other	1,786	2,723	(937)	3,211
Miscellaneous Revenues	0	325	(325)	0
Rental Income	<u>3,638</u>	<u>0</u>	<u>3,638</u>	<u>0</u>
Total Other Revenues	<u>6,281</u>	<u>3,228</u>	<u>3,053</u>	<u>3,265</u>
Total REVENUES	<u>113,755</u>	<u>123,981</u>	<u>(10,225)</u>	<u>140,407</u>
EXPENDITURES				
Personnel				
Salaries	66,411	69,789	3,378	90,572
Taxes & Benefits	<u>26,166</u>	<u>26,065</u>	<u>(101)</u>	<u>34,184</u>
Total Personnel	92,577	95,854	3,278	124,756
Administrative Expenses				
Professional Fees - Legal	45,863	1,607	(44,256)	28,768
Professional Fees - Other	1,042	1,353	311	1,000
Consultants/Contracted Svcs	0	307	307	0
Occupancy	13,884	8,774	(5,110)	0
Office Expenses	3,289	2,903	(386)	2,870
Insurance	0	1,446	1,446	0
I.T. Expense	300	1,604	1,304	596
Training	34	1,457	1,423	60
Agency Marketing	3,000	2,517	(483)	1,350
Miscellaneous	<u>0</u>	<u>342</u>	<u>342</u>	<u>60</u>
Total Administrative Expenses	<u>67,412</u>	<u>22,311</u>	<u>(45,101)</u>	<u>34,704</u>
Total EXPENDITURES	<u>159,989</u>	<u>118,165</u>	<u>(41,824)</u>	<u>159,460</u>
NET OPERATING SURPLUS/(DEFICIT)	<u>(46,233)</u>	<u>5,816</u>	<u>(52,049)</u>	<u>(19,053)</u>

Norwalk Redevelopment Agency Inc.
Statement of Revenues and Expenditures - Board Qtrly - 2nd Quarter YTD Comparative
100 - NRA Operating - Fund 100
From 7/1/2019 Through 12/31/2019
(In Whole Numbers)

	<u>Year-To-Date Actual</u>	<u>Prior Year-To-Date Actual</u>
REVENUES		
Grant Revenues		
Grants - City Positions	72,150	188,874
Grants - NRA Project Funds	411,661	468,486
Grants - CDBG City Neighborhoods	89,987	126,693
Grants - CDBG Program Admin	88,309	96,227
Grants - Other	<u>3,280</u>	<u>8,994</u>
Total Grant Revenues	665,388	889,273
Other Revenues		
Interest Income from Notes	5,867	1,331
Interest Income - Other	15,615	16,324
Miscellaneous Revenues	459	6,033
Rental Income	<u>18,492</u>	<u>0</u>
Total Other Revenues	40,432	23,688
Total REVENUES	<u>705,820</u>	<u>912,961</u>
EXPENDITURES		
Personnel		
Salaries	372,959	508,184
Taxes & Benefits	<u>146,723</u>	<u>175,458</u>
Total Personnel	519,681	683,641
Administrative Expenses		
Professional Fees - Legal	171,072	154,977
Professional Fees - Other	6,250	6,000
Consultants/Contracted Svcs	5,000	0
Occupancy	54,570	0
Office Expenses	10,743	8,917
Insurance	340	0
I.T. Expense	5,041	6,467
Training	3,246	5,687
Agency Marketing	5,655	1,950
Miscellaneous	<u>132</u>	<u>260</u>
Total Administrative Expenses	262,050	184,257
Total EXPENDITURES	<u>781,731</u>	<u>867,899</u>
NET OPERATING SURPLUS/(DEFICIT)	<u>(75,911)</u>	<u>45,062</u>

Norwalk Redevelopment Agency Inc.
Balance Sheet - Board Qtrly - 2nd Quarter YTD Comparative
100 - NRA Operating - Fund 100
As of 12/31/2019
(In Whole Numbers)

	Current Year	Prior Year
ASSETS		
Current Assets		
Cash	398,754	328,699
Investments	5,339,546	6,397,603
Accounts Receivable	211,478	250,834
Total Current Assets	5,949,778	6,977,136
Other Assets		
Due from (to) Other Funds	531,498	1,054,860
Property & Equipment	27,194	2,680
Loans Receivable	495,522	302,982
Less: Bad Debt Reserve	(282,729)	(282,729)
Other Assets	6,250	6,000
Total Other Assets	777,735	1,083,793
Total ASSETS	6,727,513	8,060,929
LIABILITIES AND NET ASSETS		
Liabilities		
Accounts Payable	91,842	49,546
Payroll & Benefits Payable	341,255	363,079
Other Liabilities	152,424	81,903
Notes Payable	206,870	4,635
Deferred Revenues	2,349,256	3,277,726
Total Liabilities	3,141,647	3,776,889
Net Assets		
Beginning Fund Balances	3,661,777	4,238,978
YTD Activities	(75,911)	45,062
Total Net Assets	3,585,866	4,284,040
Total LIABILITIES AND NET ASSETS	6,727,513	8,060,929

Norwalk Redevelopment Agency Inc.
Statement of Revenues and Expenditures - Board Qtrly - 2nd Quarter YTD Comparative
115 - Brookfield Operating Fund 115
From 7/1/2019 Through 12/31/2019
(In Whole Numbers)

	<u>Year-To-Date Actual</u>	<u>Prior Year-To-Date Actual</u>
REVENUES		
Other Revenues		
Contributions - Developer	86,350	73,268
Total Other Revenues	<u>86,350</u>	<u>73,268</u>
Total REVENUES	<u>86,350</u>	<u>73,268</u>
EXPENDITURES		
Administrative Expenses		
Professional Fees - Legal	7,150	0
Occupancy	<u>0</u>	<u>52</u>
Total Administrative Expenses	7,150	52
Project Expenses		
Other Project Expenses	70,010	73,216
Project Expenses	<u>9,190</u>	<u>0</u>
Total Project Expenses	<u>79,200</u>	<u>73,216</u>
Total EXPENDITURES	<u>86,350</u>	<u>73,268</u>
NET OPERATING SURPLUS/(DEFICIT)	<u>0</u>	<u>0</u>

Norwalk Redevelopment Agency Inc.
Balance Sheet - Board Qtrly - 2nd Quarter YTD Comparative
115 - Brookfield Operating Fund 115
As of 12/31/2019
(In Whole Numbers)

	<u>Current Year</u>	<u>Prior Year</u>
ASSETS		
Current Assets		
Cash	7,381	679,603
Investments	<u>512,638</u>	<u>8,010</u>
Total Current Assets	<u>520,019</u>	<u>687,614</u>
Total ASSETS	<u><u>520,019</u></u>	<u><u>687,614</u></u>
LIABILITIES AND NET ASSETS		
Liabilities		
Other Liabilities	<u>520,019</u>	<u>687,614</u>
Total Liabilities	<u>520,019</u>	<u>687,614</u>
Total LIABILITIES AND NET ASSETS	<u><u>520,019</u></u>	<u><u>687,614</u></u>

Norwalk Redevelopment Agency Inc.
Statement of Revenues and Expenditures - Board Qtrly - 2nd Quarter YTD Comparative
200 - CDBG (RLF) - Fund 200
From 7/1/2019 Through 12/31/2019
(In Whole Numbers)

	<u>Year-To-Date Actual</u>	<u>Prior Year-To-Date Actual</u>
REVENUES		
Other Revenues		
Interest Income from Notes	14,428	15,567
Miscellaneous Revenues	0	60
Total Other Revenues	<u>14,428</u>	<u>15,627</u>
Total REVENUES	<u>14,428</u>	<u>15,627</u>
EXPENDITURES		
Administrative Expenses		
Miscellaneous	3,508	3,218
Total Administrative Expenses	<u>3,508</u>	<u>3,218</u>
Total EXPENDITURES	<u>3,508</u>	<u>3,218</u>
NET OPERATING SURPLUS/(DEFICIT)	<u>10,920</u>	<u>12,409</u>

Norwalk Redevelopment Agency Inc.
Balance Sheet - Board Qtrly - 2nd Quarter YTD Comparative
200 - CDBG (RLF) - Fund 200
As of 12/31/2019
(In Whole Numbers)

	<u>Current Year</u>	<u>Prior Year</u>
ASSETS		
Current Assets		
Cash	413,555	374,648
Investments	<u>175,873</u>	<u>175,434</u>
Total Current Assets	589,428	550,082
Other Assets		
Due from (to) Other Funds	159,974	48,076
Loans Receivable	1,996,424	2,142,483
Less: Bad Debt Reserve	<u>(1,716,496)</u>	<u>(1,716,496)</u>
Total Other Assets	<u>439,902</u>	<u>474,063</u>
Total ASSETS	<u><u>1,029,330</u></u>	<u><u>1,024,145</u></u>
LIABILITIES AND NET ASSETS		
Liabilities		
Accounts Payable	436	1,436
Other Liabilities	<u>525,568</u>	<u>517,895</u>
Total Liabilities	526,005	519,331
Net Assets		
Beginning Fund Balances	492,405	492,405
YTD Activities	<u>10,920</u>	<u>12,409</u>
Total Net Assets	<u>503,325</u>	<u>504,814</u>
Total LIABILITIES AND NET ASSETS	<u><u>1,029,330</u></u>	<u><u>1,024,145</u></u>

Norwalk Redevelopment Agency Inc.
Statement of Revenues and Expenditures - Board Qtrly - 2nd Quarter YTD Comparative
300 - CDBG (NRLF) - Fund 300
From 7/1/2019 Through 12/31/2019
(In Whole Numbers)

	<u>Year-To-Date Actual</u>	<u>Prior Year-To-Date Actual</u>
REVENUES		
Grant Revenues		
Grants - CDBG City Neighborhoods	148,359	279,035
Total Grant Revenues	148,359	279,035
Other Revenues		
Interest Income from Notes	2,401	3,059
Interest Income - Other	1	1
Miscellaneous Revenues	0	4,151
Total Other Revenues	2,402	7,211
Total REVENUES	150,761	286,245
EXPENDITURES		
Administrative Expenses		
Professional Fees - Legal	0	2,295
Consultants/Contracted Svcs	0	1,300
Occupancy	456	864
Office Expenses	0	276
Training	0	189
Agency Marketing	0	1,205
Miscellaneous	1,707	1,794
Total Administrative Expenses	2,163	7,923
Project Expenses		
CDBG Program Expenses	136,465	86,979
Other Project Expenses	183,370	230,012
Project Expenses	0	154
Total Project Expenses	319,835	317,144
Total EXPENDITURES	321,998	325,068
NET OPERATING SURPLUS/(DEFICIT)	(171,236)	(38,822)

Norwalk Redevelopment Agency Inc.
Balance Sheet - Board Qtrly - 2nd Quarter YTD Comparative
300 - CDBG (NRLF) - Fund 300
As of 12/31/2019
(In Whole Numbers)

	<u>Current Year</u>	<u>Prior Year</u>
ASSETS		
Current Assets		
Cash	163,131	106,378
Investments	3,315	3,313
Grants Receivable	<u>0</u>	<u>278,325</u>
Total Current Assets	166,445	388,016
Other Assets		
Due from (to) Other Funds	29,830	168,775
Loans Receivable	446,257	476,208
Less: Bad Debt Reserve	<u>(354,575)</u>	<u>(354,575)</u>
Total Other Assets	<u>121,512</u>	<u>290,409</u>
Total ASSETS	<u><u>287,957</u></u>	<u><u>678,425</u></u>
LIABILITIES AND NET ASSETS		
Liabilities		
Accounts Payable	182,490	194,530
Other Liabilities	92,232	338,245
Deferred Revenues	<u>7,000</u>	<u>7,000</u>
Total Liabilities	281,722	539,775
Net Assets		
Beginning Fund Balances	177,472	177,472
YTD Activities	<u>(171,236)</u>	<u>(38,822)</u>
Total Net Assets	<u>6,235</u>	<u>138,650</u>
Total LIABILITIES AND NET ASSETS	<u><u>287,957</u></u>	<u><u>678,425</u></u>

Norwalk Redevelopment Agency Inc.
Statement of Revenues and Expenditures - Board Qtrly - 2nd Quarter YTD Comparative
500 - Programs, DECD, Cap Bud - Fund 500
From 7/1/2019 Through 12/31/2019
(In Whole Numbers)

	<u>Year-To-Date Actual</u>	<u>Prior Year-To-Date Actual</u>
REVENUES		
Grant Revenues		
Grants - State DECD	26,070	512,682
Grants - Choice Neighborhoods	656,458	931,482
Grants - Other	1,600	2,150
Grants - City Capital Budgets	<u>1,310,638</u>	<u>630,328</u>
Total Grant Revenues	1,994,766	2,076,642
Other Revenues		
Interest Income from Notes	0	16
Interest Income - Other	2	2
Miscellaneous Revenues	<u>0</u>	<u>2,184</u>
Total Other Revenues	<u>2</u>	<u>2,202</u>
Total REVENUES	<u>1,994,769</u>	<u>2,078,844</u>
EXPENDITURES		
Administrative Expenses		
Professional Fees - Legal	0	7,831
Consultants/Contracted Svcs	253,490	226,212
Occupancy	0	299,060
Office Expenses	850	412
Year End Zero Out To Breakeven	(32,113)	(27,367)
Agency Marketing	0	141
Miscellaneous	<u>828</u>	<u>1,154</u>
Total Administrative Expenses	223,055	507,443
Project Expenses		
Capital Budget Expenses	250,000	250,000
Other Project Expenses	8,639	11,115
Project Expenses	<u>1,582,935</u>	<u>1,368,491</u>
Total Project Expenses	<u>1,841,575</u>	<u>1,629,606</u>
Total EXPENDITURES	<u>2,064,630</u>	<u>2,137,048</u>
NET OPERATING SURPLUS/(DEFICIT)	<u>(69,861)</u>	<u>(58,205)</u>

Norwalk Redevelopment Agency Inc.
Balance Sheet - Board Qtrly - 2nd Quarter YTD Comparative
500 - Programs, DECD, Cap Bud - Fund 500
As of 12/31/2019
(In Whole Numbers)

	<u>Current Year</u>	<u>Prior Year</u>
ASSETS		
Current Assets		
Cash	870,942	882,578
Investments	111,499	111,239
Accounts Receivable	<u>405,715</u>	<u>693,902</u>
Total Current Assets	1,388,156	1,687,719
Other Assets		
Due from (to) Other Funds	(712,259)	(918,436)
Loans Receivable	112,246	112,740
Less: Bad Debt Reserve	<u>(112,246)</u>	<u>(112,740)</u>
Total Other Assets	<u>(712,259)</u>	<u>(918,436)</u>
Total ASSETS	<u>675,897</u>	<u>769,283</u>
LIABILITIES AND NET ASSETS		
Liabilities		
Accounts Payable	48,961	48,940
Other Liabilities	631,908	714,152
Deferred Revenues	<u>64,889</u>	<u>64,395</u>
Total Liabilities	745,758	827,488
Net Assets		
YTD Activities	<u>(69,861)</u>	<u>(58,205)</u>
Total Net Assets	<u>(69,861)</u>	<u>(58,205)</u>
Total LIABILITIES AND NET ASSETS	<u>675,897</u>	<u>769,283</u>

Norwalk Redevelopment Agency Inc.
Statement of Revenues and Expenditures - Board Qtrly - 2nd Qtr All NRA Entities Combined
From 7/1/2019 Through 12/31/2019
(In Whole Numbers)

	NRA Operating - Fund 100	Brookfield Operating Fund 115	CDBG (RLF) - Fund 200	CDBG (NRLF) - Fund 300	Programs, DECD, Cap Bud - Fund 500	Total
REVENUES						
Grant Revenues						
Grants - City Positions	72,150	0	0	0	0	72,150
Grants - State DECD	0	0	0	0	26,070	26,070
Grants - NRA Project Funds	411,661	0	0	0	0	411,661
Grants - CDBG City Neighborhoods	89,987	0	0	148,359	0	238,346
Grants - CDBG Program Admin	88,309	0	0	0	0	88,309
Grants - Choice Neighborhoods	0	0	0	0	656,458	656,458
Grants - Other	3,280	0	0	0	1,600	4,880
Grants - City Capital Budgets	0	0	0	0	1,310,638	1,310,638
Total Grant Revenues	665,388	0	0	148,359	1,994,766	2,808,514
Other Revenues						
Contributions - Developer	0	86,350	0	0	0	86,350
Interest Income from Notes	5,867	0	14,428	2,401	0	22,696
Interest Income - Other	15,615	0	0	1	2	15,618
Miscellaneous Revenues	459	0	0	0	0	459
Rental Income	18,492	0	0	0	0	18,492
Total Other Revenues	40,432	86,350	14,428	2,402	2	143,615
Total REVENUES	705,820	86,350	14,428	150,761	1,994,769	2,952,128

EXPENDITURES						
Personnel						
Salaries	372,959	0	0	0	0	372,959
Taxes & Benefits	146,723	0	0	0	0	146,723
Total Personnel	519,681	0	0	0	0	519,681
Administrative Expenses						
Professional Fees - Legal	171,072	7,150	0	0	0	178,222
Professional Fees - Other	6,250	0	0	0	0	6,250
Consultants/Contracted Svcs	5,000	0	0	0	253,490	258,490
Occupancy	54,570	0	0	456	0	55,026
Office Expenses	10,743	0	0	0	850	11,593
Insurance	340	0	0	0	0	340
I.T. Expense	5,041	0	0	0	0	5,041
Training	3,246	0	0	0	0	3,246
Year End Zero Out To Breakeven	0	0	0	0	(32,113)	(32,113)
Agency Marketing	5,655	0	0	0	0	5,655
Miscellaneous	132	0	3,508	1,707	828	6,174
Encumbrance	0	0	0	0	0	0
Total Administrative Expenses	262,050	7,150	3,508	2,163	223,055	497,925
Project Expenses						
Capital Budget Expenses	0	0	0	0	250,000	250,000
						- / 3 -

Norwalk Redevelopment Agency Inc.
Statement of Revenues and Expenditures - Board Qtrly - 2nd Qtr All NRA Entities Combined
From 7/1/2019 Through 12/31/2019
(In Whole Numbers)

	NRA Operating - Fund 100	Brookfield Operating Fund 115	CDBG (RLF) - Fund 200	CDBG (NRLF) - Fund 300	Programs, DECD, Cap Bud - Fund 500	Total
CDBG Program Expenses	0	0	0	136,465	0	136,465
Other Project Expenses	0	70,010	0	183,370	8,639	262,020
Project Expenses	0	9,190	0	0	1,582,935	1,592,125
Total Project Expenses	0	79,200	0	319,835	1,841,575	2,240,610
Total EXPENDITURES	781,731	86,350	3,508	321,998	2,064,630	3,258,216
NET OPERATING SURPLUS/(DEFICIT)	(75,911)	0	10,920	(171,236)	(69,861)	(306,088)

Norwalk Redevelopment Agency Inc.
Balance Sheet - Board Qtrly - 2nd Qtr All NRA Entities Combined
As of 12/31/2019
(In Whole Numbers)

	NRA Operating - Fund 100	Brookfield Operating Fund 115	CDBG (RLF) - Fund 200	CDBG (NRLF) - Fund 300	Programs, DECD, Cap Bud - Fund 500	Total
ASSETS						
Current Assets						
Cash	398,754	7,381	413,555	163,131	870,942	1,853,762
Investments	5,339,546	512,638	175,873	3,315	111,499	6,142,871
Accounts Receivable	211,478	0	0	0	405,715	617,193
Grants Receivable	0	0	0	0	0	0
Total Current Assets	5,949,778	520,019	589,428	166,445	1,388,156	8,613,826
Other Assets						
Due from (to) Other Funds	531,498	0	159,974	29,830	(712,259)	9,042
Property & Equipment	27,194	0	0	0	0	27,194
Loans Receivable	495,522	0	1,996,424	446,257	112,246	3,050,449
Less: Bad Debt Reserve	(282,729)	0	(1,716,496)	(354,575)	(112,246)	(2,466,045)
Other Assets	6,250	0	0	0	0	6,250
Total Other Assets	777,735	0	439,902	121,512	(712,259)	626,890
Amounts To Be Provided By Governmental Fund	0	0	0	0	0	0
Total ASSETS	6,727,513	520,019	1,029,330	287,957	675,897	9,240,716
LIABILITIES AND NET ASSETS						
Liabilities						
Accounts Payable	91,842	0	436	182,490	48,961	323,729
Payroll & Benefits Payable	341,255	0	0	0	0	341,255
Other Liabilities	152,424	520,019	525,568	92,232	631,908	1,922,151
Notes Payable	206,870	0	0	0	0	206,870
Deferred Revenues	2,349,256	0	0	7,000	64,889	2,421,145
Compensated Absences	0	0	0	0	0	0
Total Liabilities	3,141,647	520,019	526,005	281,722	745,758	5,215,150
Net Assets						
Beginning Fund Balances	3,661,777	0	492,405	177,472	0	4,331,654
Designated Net Assets	0	0	0	0	0	0
YTD Activities	(75,911)	0	10,920	(171,236)	(69,861)	(306,088)
Total Net Assets	3,585,866	0	503,325	6,235	(69,861)	4,025,566
Total LIABILITIES AND NET ASSETS	6,727,513	520,019	1,029,330	287,957	675,897	9,240,716

NORWALK DEVELOPMENT AGENCY

CHAIRMAN
Felix R. Serrano

COMMISSIONERS
Lisa M. Cooper
John E. Igneri
William R. Speirs
David G. Westmoreland

EXECUTIVE DIRECTOR
Brian T. Bidolli

TO: Members, Norwalk Redevelopment Agency

FROM: Brian Bidolli, Executive Director
Eugenia Lupinski, Finance Director

RE: Renewal of Letter of Credit with People's United Bank

DATE: February 11, 2020

The Agency's \$2 million line of credit with People's United Bank which was first obtained on February 8, 2011 will be expiring unless it is renewed on February 8, 2020. The extension of the line of credit is available under the existing terms and conditions contained in the Commercial Revolving Note dated February 8, 2011 which states the Agency shall pay interest on the outstanding and unpaid principal balance of the Note at a variable rate per annum equal to People's Prime Rate minus 125 basis points and an origination fee of \$3,000.

REQUESTED ACTION: Renew letter of credit with People's United Bank to extend maturity date to February 8, 2023.

NORWALK DEVELOPMENT AGENCY

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EXECUTIVE DIRECTOR
Brian T. Bidolli

TO: REDEVELOPMENT AGENCY COMMISSIONERS
FROM: TAMI STRAUSS, DEPUTY DIRECTOR
DATE: FEBRUARY 3, 2020
**RE: DESIGN REVIEW OF 9-13 LEONARD STREET in the WALL STREET-
WEST AVENUE REDEVELOPMENT AREA**

The project proposed at 9-13 Leonard Street is being considered for design approval by the Redevelopment Agency. In January, the Zoning Commission approved the project, pending the Agency's approval of design. This is the first major project for consideration under the Wall Street-West Avenue Redevelopment Plan (2019) and updated Central Business District (CBD) zoning regulation which was adopted in 2019 to more effectually implement the Redevelopment Plan.

This 5-story mixed use project consists of:

- 40,000 square feet
- 26 residential units, including 3 workforce housing units
 - o 3 one-bedroom units
 - o 20 two-bedroom units
 - o 3 three-bedroom units
- 34 parking spaces
- Ground floor public open space and commercial space

The Wall Street-West Avenue Redevelopment Plan project design review has been undertaken in conjunction with a Planning & Zoning site plan review under contract with DeCarlo&Doll, the P&Z designated review firm. Robert Grzywacz of DeCarlo & Doll will be present at the Agency meeting to present the attached final design review report.

ACTION REQUESTED

Approve the final project site design for 9-13 Leonard Street as consistent with the design guidelines set forth in the Wall Street-West Avenue Redevelopment Plan, as recommended by the Third Party Design reviewer, DeCarlo & Doll.

Peer Review Report

**9 Leonard Street
Norwalk, CT**

**Submitted
to the**

**Redevelopment Agency
and
Zoning Commission**

City of Norwalk

January 15, 2020



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Overview

9 Leonard Street consists of a mixed use development of commercial space and residences in one structure that increases the density of development on this site. It represents a new density of development for its immediate surroundings.

This project represents the intensity of development envisioned by the new Central Business District rezoning of June 28, 2019, and the Wall Street—West Avenue Neighborhood Plan of February, 2019.

The following report will assess the response of this proposal to the specific applicable criteria established by the City.

Documents Reviewed

For this report, the following documents have been reviewed:

- A. 9 Leonard Street Apartments - Architectural, dated September 13, and revised October 16, and December 30, 2019, 14 Sheets, prepared by Gill & Gill Architects, LLC,
And the following Supplemental Drawings submitted January 10, 2020:

- SK-1 Proposed Wall Sections with Building Code Notes
- SK-2 Proposed Wall Sections
- SK-3 Proposed Wall Details
- SK-4 Proposed Wall Details
- SK-5 Proposed Wall Details
- SK-6 Proposed Wall Details
- SK-7 Proposed Wall Details
- SK-8 View West Rendering
- SK-9 Aerial View Rendering
- SK-10 Open Parking Calculations with Plan Diagram

- LS-1r First Floor Landscape & Lighting Plan revised
- B. Proposed 5 Story Apartment Building, 9, 11 & 13 Leonard Street, Norwalk, CT, Civil Engineering, revised variously, September 19, October 16, and December 30, 2019, 11 Sheets including Existing Conditions & Topographic Survey dated May 24, 2018, prepared by Atlantic Consulting & Engineering with Fuller Engineering & Land Surveying.

Context Map



Development Direction of 9 Leonard Street

9 Leonard Street is the first project built approximating the maximum size permitted by zoning in its immediate environment.

The site is a consolidation of three lots, 9, 11 and 13 Leonard Street, located on the north side of the “Z” jog in that street. The resultant “L” shaped lot with narrow dimensions and common internal property lines with four other lots challenges thoughtful development.

To better envision the likely future context of #9 Leonard, reasonable assumptions about future adjacent development in relationship to this project can be made:

- To the east, the large parking lot at 23 Isaacs, will likely form the nucleus of a larger development; it might further expand by the addition of either 18 Isaacs, 21 Isaacs or both. In any case, much more intense development as envisioned by Zoning will likely be the future to the east and possibly to the north as well.



23 Isaacs Parking

- To the west, the apartment building at 1 Leonard might in the long term be a development site. As it stands, it looks to have about 25% building coverage with a FAR around 1. But the building is a substantial 4 story structure and the ownership does not suggest an immediate drive for profit. This property could remain unchanged for decades.



1 Leonard Street

- That leaves #7 Leonard, sandwiched between #1 and the proposed project. By width, its lot, as a stand alone project, is not amenable to efficient parking development. Absent this, #7 is likely to remain as it is.



7 Leonard Street

The development consists of a single building five stories above grade consisting of one on grade parking level that also includes a small commercial space and the building entry and four stories of residential totaling 26 units above the parking podium.

Side yards are effectively to the property line on the west and less than 5' on the east. The former steps back at the 2nd floor to 6'-1" jogging to 10'-4' for most of its length providing for daylight access for unit windows at this level and above. The east elevation has no window openings. Both side yards anticipate the possibility of the construction of future permitted zero lot line (effectively party wall) neighboring buildings. The rear yard at 20' provides for greater light and air should a neighboring zero lot line building be constructed to the north.

Zoning and the Redevelopment Design Guidelines permits row development but, perhaps, did not anticipate implication of development not building to lot lines. Permitting 0' side yards works if both neighbors are building party wall row buildings. But, if one developer want to include a side yard, the minimum size of that yard (greater than 0') is governed by the building code. See that section for further discussion of this issue.

As it is, there currently are two buildings bordering the site to the north approximately 9' from the property line and approximately 20' tall. While these do not resent the full developable height, they do begin to suggest the impact of adjacent development on proposed project's rear yard, the principle facing for light and view of nearly half the project's units.



Zoning Compliance

A. Schedule Limiting Height and Bulk of Buildings – Central Business District

a. Height:

Allowed: 6 stories, 75'

Proposed: 5 stories, 58.57' (C-101 Building Height Calculation)

The proposed project conforms to the height standards.

b. Yards:

Required:	Front	None	Max. 10'
	Side	None	
	Agg. Side	None	
	Rear	10'	

Proposed	Front	Varies: 1.3" min. 6' +/- max.
	Side	0.2' west and 4.3' east
	Ag. Side	4.5'
	Rear	20'

The proposed project complies with the yard requirements.

c. Recreational Area and Open Space (calculated on 16,008 SF Lot Area, C-100)

i. Recreational Area (see A-1)

Required min.: 150 SF/dwelling unit—3,900 Sf for 26 DU

Proposed: 5,894 SF

Provided Recreational Area meets the requirements. 1,043 SF is provided by two at grade spaces; 1,387 SF by the 5th floor roof deck and 3,464 by 5th floor interior community spaces.

ii. Open Space (see A-1)

Required min.: 20% of lot area (mixed use), 3,200 SF

Proposed: 3,407 SF

The provided Open Space meets the requirements. 2,020 SF is provide collectively in 4 ground level spaces and 1,387 SF on the 5th floor roof deck.

iii. Public Open Space (see A-1)

Required min.: 10% of lot area, 1,600 SF

Proposed: 1,611 SF

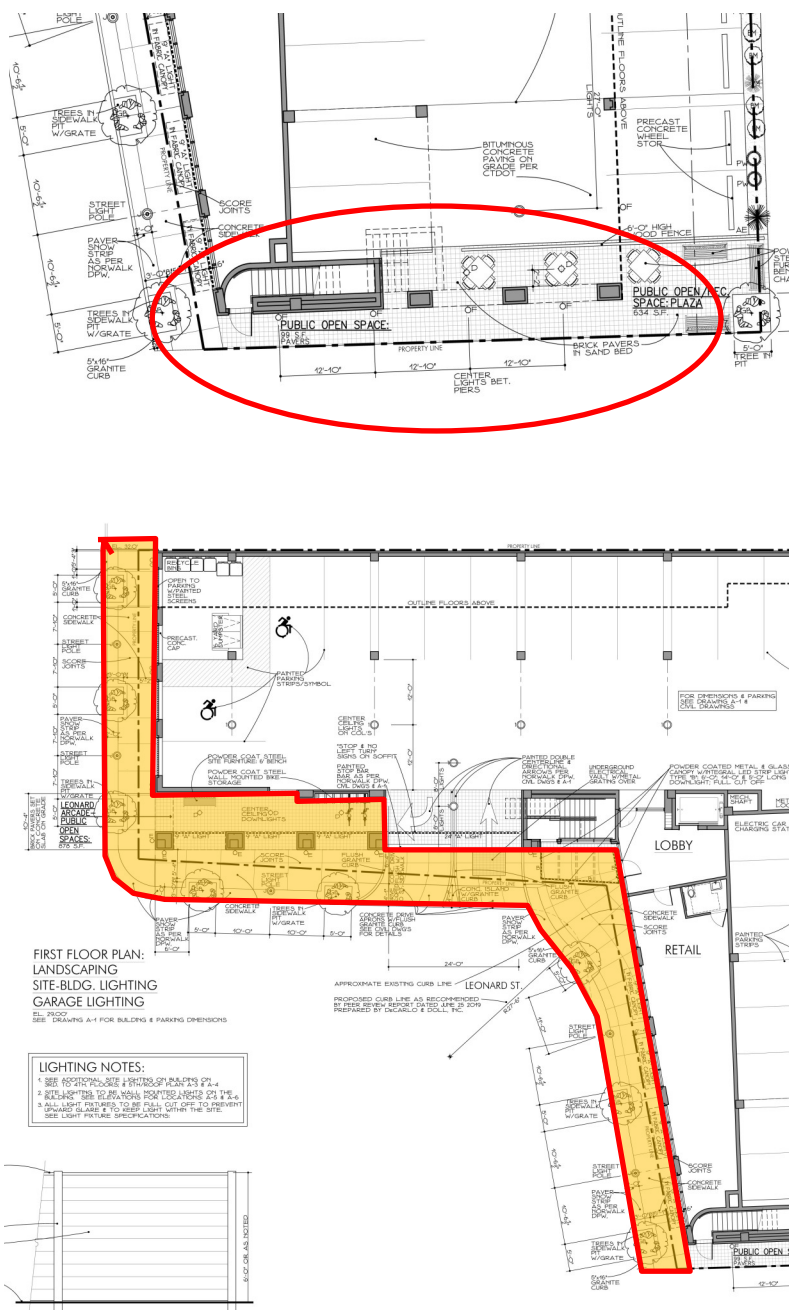
The provided Public Open Space meets the requirements.

Note:

Regulations covering Open Pace and Public Open Space in particular work, to some extent, at cross purposes with other regulations promoting a continuous “build to” line for a street wall. On projects such as this one, designing to provide the street wall inherently reduces the areas available for Public Open Space. In cases such as this project’s, there simply isn’t sufficient area within front property line and the building front to create the required Public Open Space.

On this project, while the requirements for Open Space and Public Open Space have been met they have been met by counting two specific spaces, “North/East Passage” and North/East Open Space/Plaza” of questionable benefit to the public. When future construction is built on the adjacent lot, these spaces will be in permanent shadow and likely not desirable places to congregate. Moreover, as dead-end spaces, these are liable to be perceived as unsafe. **It is recommended that access to these spaces be restricted and they not be counted toward open space requirements.**

In-lieu of counting these spaces as required open space, **it is recommended that the public sidewalk space bordering Leonard Street from the curb to the building line be counted as open space.** The rationale for so counting these is that these are public improvements being provided as part of the Project benefitting the pedestrian realm. Precedent for this exists in the recently approved 64 South Main Street project where similar spaces were counted as qualified open spaces.



d. Floor Area Ratio

Allowed max.: 3.0

Proposed: 2.48 (see A-1) (excluded area devoted to parking)

Note: a FAR bonus for rooftop solar panels, while not used, could have been applicable to this project.

The FAR requirements of the regulations are met by the proposed project.

e. All other Schedule requirements are met.

B. Parking – 118-1200

a. Quantity

Required min.: 1.3 spaces per dwelling unit

1 space per 1,000 SF of active commercial in CBD

Proposed: 1.3 spaces per D.U. 34 total

1 space for commercial—reduced to Zero for Mixed Use
Overlap

34 spaces total

The parking requirements are met by the proposed project.

b. Loading

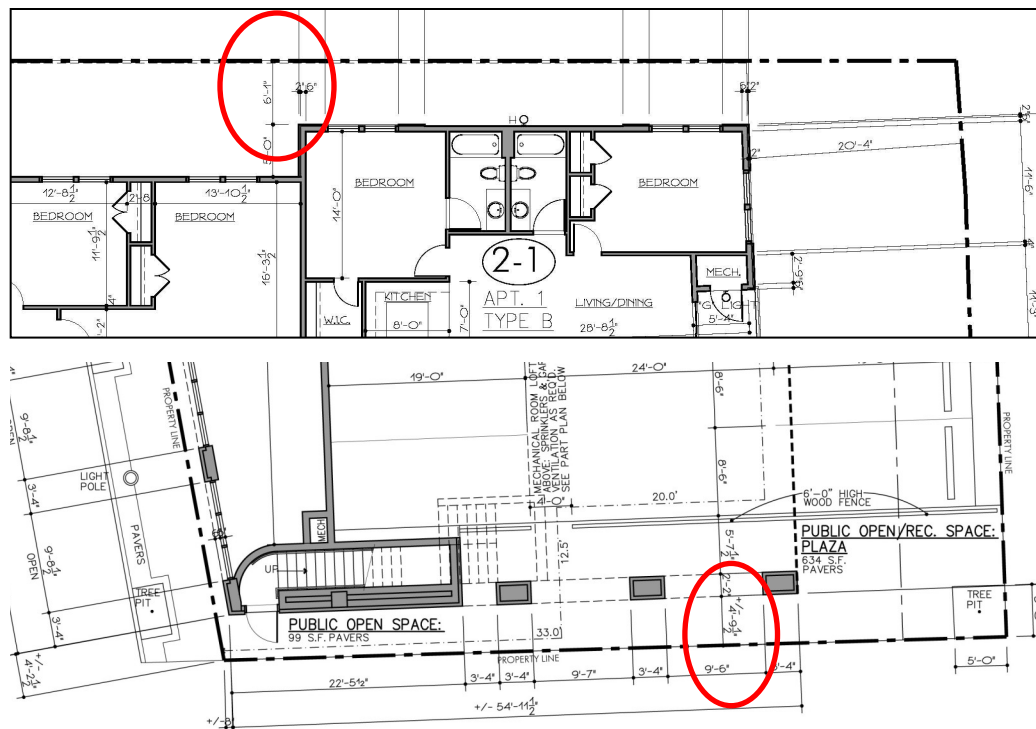
118-1260 A. specifies that loading space be provided for “stores”, while the table “Loading Space Requirements” requires no spaces for uses smaller than 3,000SF. As the size of the retail space is 873 Sf, no loading space is required.

b. The remainder of the zoning parking requirements are met.

Connecticut State Building Code Impact

Select requirements of the State Building Code were reviewed to the extent that they could affect the planning and exterior appearance of the proposed project.

- A. 406.5 Sets for the requirements for an Open Parking Garage. As designed the project meets the definition of an Open Parking Garage and no mechanical ventilation is required. (see SK-10)
- B. Table 504.4 R-2 Use (multifamily) can be built to 4 stories above a podium (the garage base) only if it is fully protected by automatic sprinklers and if it is at least Type VA construction. VA construction requires all structural elements to be 1 hr rated. A sprinkler room has been shown and construction Type VA is indicated on the wall details. (see SK-1)
- C. Table 602: As the west, north and east walls of the project are within 30' of their respective property lines, the exterior walls must be 1 hr fire rated construction as is indicated in the submission. (see SK-1)
- D. 705.5: Exterior walls less than 10' from the interior property lines must be fire rated for fires originating outside the building as well as inside. Provide verification of fire rating of proposed exterior wall systems with these proximities.



- E. Table 705.8: Maximum area of opening for walls facing interior property lines. Drawing A-6 provides calculations showing compliant opening areas.
- F. 1206.2 For a 5 story building, the minimum width of yard outside windows must be 6'. This is met on the west façade.

118-504 Central Business Design District

- A. The proposed development meets at least two of the purposes for which the District was created:
 - 1. Establish an urban fabric that is walkable, engaging and complimented by sustainable design.
 - 2. Preserve, create and enhance pedestrian-oriented streets.
- B. Uses and Structures
 - 1. The proposed development conforms to the uses and structures permitted, specifically a mixed use of (1)(s) multifamily dwellings with on-site bicycle storage, electric vehicle charging stations and workforce housing, and retail stores and personal business service establishments (1)(cc).
- C. Lot and Building Requirements
 - 1. The proposed development conforms to the Lot and Building Requirements.
- D. Amenity Incentives
 - 1. The project does not utilize Amenity Incentives

Wall Street-West Avenue Neighborhood Redevelopment Design Guidelines

Site Design Specifications

A. Building Orientation

The building front façade and entrance do face the public street as required

B. Site Access, Parking and Loading

The number of vehicular access points has been minimized.

There are no pedestrian crossings in this project subject to this Specification

The other requirements of this section are not applicable to this project.

C. Green Infrastructure

These requirements do not pertain to this project.

D. Sidewalks, Street Furniture and Landscaping (see C-200 and LS-1)

Sidewalks

The sidewalks conform to a modification of the City Standard Details acceptable to the Department of Public Works. This will set the de facto standard for future Leonard Street sidewalk improvements.

Streetscape Amenities

Amenities include (see LS-1):

- Benches—generally specified as powder coated steel.
- Tables and Chairs—generally specified as powder coated steel.
- Trees—3 1/2" to 4" caliper spaced 20' to 25'. The specified tree, Ginkgo Balboa comes in numerous varieties. Many have a mature height of 30' to 40' which, in this use, would impinge on the building. One variety, 'Fairmont' has a mature diameter of 15'-18' and would likely avoid this conflict. Also, male trees should be specified to avoid the disagreeable fruit produced by the females.
- Street Lights—are city standard with a 12' pole.
- Awnings—both above the building entrance and over commercial space windows.
- Bike Rack—generally specified as powder coated steel.

Landscaping

Planting material consists of the street trees and a shrub bed along the north property line. Wood fencing is specified in several areas not visible from the street

E. Open Spaces and Parklets

Two small spaces one at the northwest corner of the site, the other along its eastern boundary have been included. These are primarily private and likely will be most of use to building tenants.

F. Lighting

No light level calculations have been provided. These calculations should be provided once for both the pedestrian walking plane and the building front facades.

G. Signage

The proposed building indicates only one type of signage—garage entry signage, shown at an appropriate 6" height.

Project Shortcoming

Building address and commercial space signage needs to be specified

Lettering should vary in height to distinguish a hierarchy of information with that for the commercial spaces larger than the garage entries and that for building address larger still.

As the project design develops, sign materials and design will need submission for review.

Building/Architectural Design

A. Building Massing

As the first substantial building in its immediate environs, the site of the proposed building does not have neighboring structures with which it could harmonize.

Breaking up Building Mass

The proposed structure does reduce its perceived bulk by being articulated as several related elements.

Required Building Step Back

The proposed design does step back at the fifth floor as required.

Corner, Intersection or Gateway Articulation

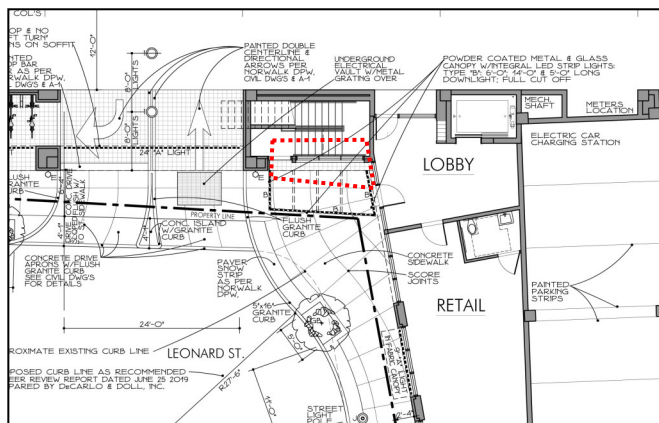
This requirement is not applicable to this site.

Strengthen the Prominence of Building Entry

While strengthening the prominence of the building entrance is not specifically mentioned as a goal within the Wall / West neighborhood, it is specifically called out in SoNo. It is the position of this Report that this goal is equally important in Wall / West as it is in SoNo.

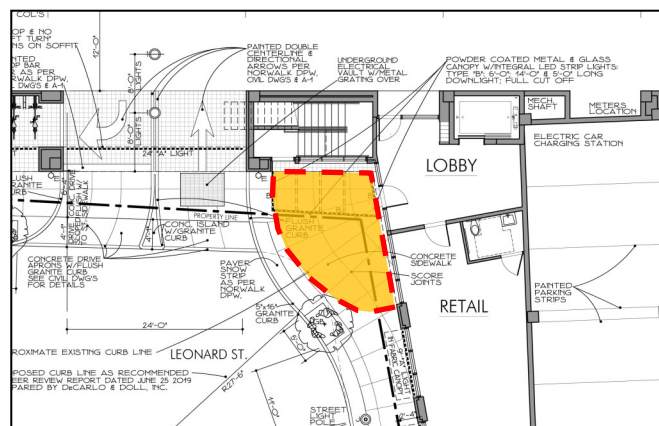


Dictated by the site's geometry, this "L" shaped building has a logically placed entry at the bend in the "L", roughly mid-way along the building façade. An entry in this location is faced with a challenge of how to express it's prominence. As can be seen by the first floor plan, this entry location combined with the Guidelines intent of providing a design that maintains a street wall limits the ability to give emphasis to the building's entry. The Project proposes



to cover the small amount of sidewalk between the property line and the building with an entry canopy. Clearly, though, in three dimensions an element of this size does not give due prominence appropriate for a main building entry.

We recommend, therefore, that the City permit the Applicant to extend its entry canopy over a portion of the street right-of-way line as suggested in the plan to the right. This is an area wholly cov-



Suggested extent of entry canopy

ered by Applicant provided sidewalk improvements. Such a canopy would be far more functional for those entering the building and would be more scaled to the appropriate size of an entry canopy for a building of this scale.

Sustainable Design

There is no mention of sustainable design features in the project.

B. Rooflines

Variation of Massing

The three building blocks topped by cornices articulates the overall massing in a pleasing way.

Roof Forms

As this building has “flat” roofs with parapets, this design requirement is not applicable.

Base, Middle and Top Differentiation

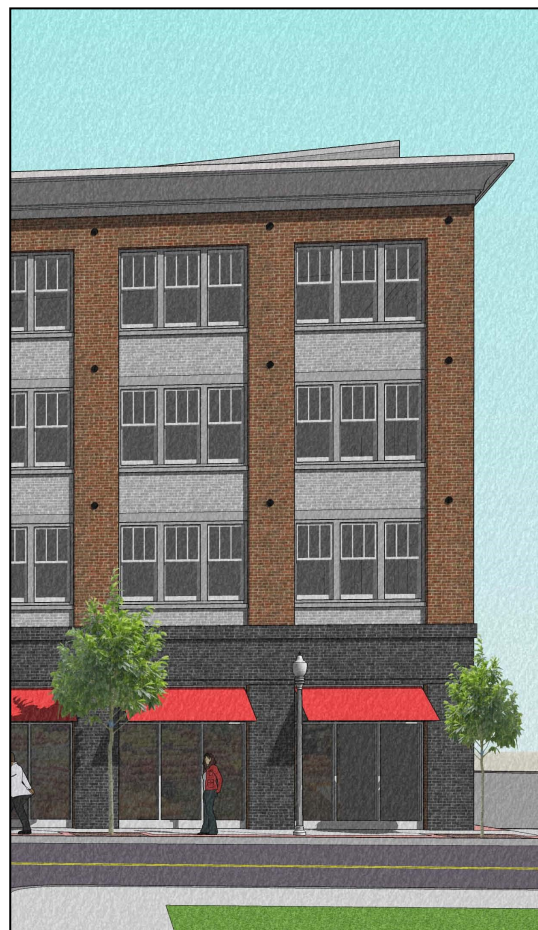
The proposed design does have a darker brick base, intermediate residential floors and a cornice meeting this requirement.

C. Building Facades

Because of the likely proximity of future buildings that will block views of the proposed building from the north, east and west, these comments will focus on the building facades that face the three Leonard Street frontages.

Design Broken into Horizontal and Vertical Rhythmic Parts

The building is divided into a base, a middle and a top. The middle is further articulated by vertical window columns aligned horizontally by floor. With these, this requirement is met.



Base, middle, top differentiation

Ground Floor Street Façade at least 75% Transparent

A transparency calculation is shown on A-1, upper left corner, showing that the 75% transparency requirement has been met.

Render with Texture and Depth

The building is proposed to be clad in full 4" nominal depth brick on the 1st floor, thin brick on the stories above and to be crowned with an EIFS (Exterior Insulation Finish System) cornice. An extruded aluminum storefront window system with a powdercoat finish is proposed for the first floor with vinyl windows for the upper floors. These materials are considered to be of appropriate quality for a building under these regulations.

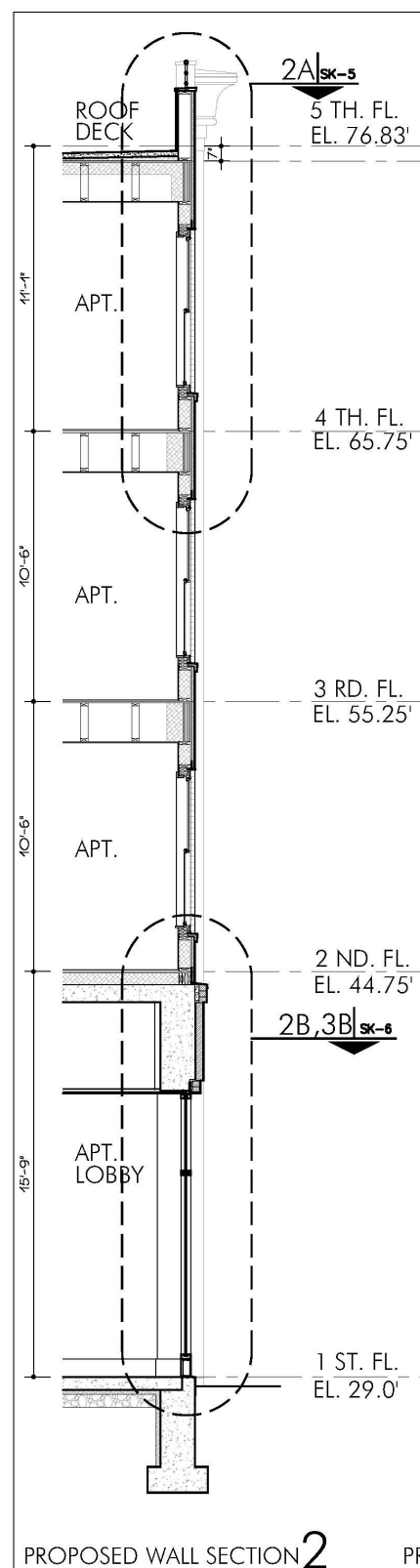
The 4" base brick veneer is particularly important as, historically, this type of construction is recognized as durable and appropriate for long-term low maintenance use in an urban environment.

The wall sections and section details provided as part of this application provide substantial information as to the three dimensional and material character of the building proposed.

The wall sections document a successful modulation of the wall surface with primary brick piers proud of the enframed windows by about 6", sills about 1" and the key stringcourse between the base and the upper stories 1 1/2".

An EIFS composite cornice crowns three blocks of the façade providing a logical termination to the composition. The two cornice profiles project 1'-0" and 1'-2".

Other façade elements include cast stone lintels and cast stone wall caps on the first floor.



PROPOSED WALL SECTION **2**

PR

Differentiate Building Components at an interval of 50' Maximum

The proposed building meets this requirement.

Limit Franchise Branding Features

This requirement is not applicable at this stage of this project.

Building Utilities Visibility

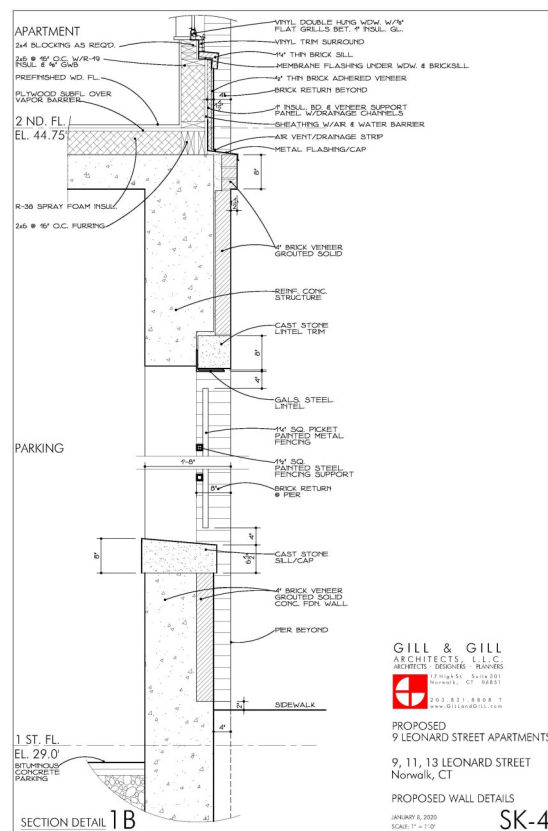
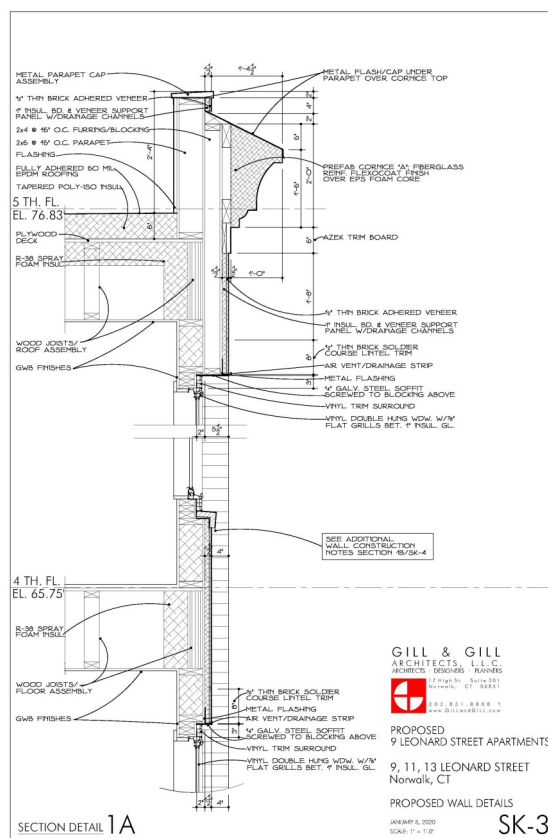
The proposed project will have an underground transformer vault (see C-300), internal meter banks (A-1), and no other mechanical or utility apparatus is shown on the building exterior (see A-5 & A-6). Individual unit mechanical systems receive air through louvers proportioned as windows (on the east leg of Leonard Street), similarly on the west façade, and off balconies (and therefore minimally visible) on the north façade. Electric, water and gas meters dryer and kitchen vents, and any other such equipment has not been shown on the building exterior. No overhead wiring is shown; all wiring and other utility connections are assumed to be underground.

D. Historic Structures

This requirement is not applicable to the proposed project.

E. Sustainability / Green Design

Within the limits of a project this size, the proposed design seems to comply with this requirement. See "A" above.



Recommendations Summary

In developing a building proposal for this site, the Applicant has faced several challenges somewhat unique to this site:

1. The fusion of the three separate parcels creates a combined site that, while larger than its constituent parts, in its final “L” configuration had legs significantly narrower than what would produce an efficient parking layout. As is typical of a multi-family housing development, parking quantity tends to be the largest factor in defining the size of a possible project and parking layout a functional ground floor plan.
2. The “L” shape site itself, in conjunction with the City’s “build to” regulations, produces an “L” shaped building, the logical entry for which is at the internal corner. Internal corner entries are difficult to design with a prominence appropriate for a building of this scale.
3. The narrowness and historic “Z” configuration of Leonard Street impinge on project design in at least two ways: the double turns of the street limit safe vehicle egress to only two spots, and the narrow street requires the applicant to reserve a portion of their property for the required width of sidewalk improvements.
4. The lack of comparably scaled surrounding development deprives this project of an appropriate context to which it might respond and from which it could borrow design strategies.

Within these constraints, the proposed project does meet all the major requirements of both Zoning and the Redevelopment Plan Guidelines as reviewed for this Report.

We therefore recommend this project’s approval. The following items should be considered as possible improvements to its design:

1. Provide City permission to extend the entry canopy over the street front property line to permit an element that better defines the building entry and provides a decent amount of pedestrian protection upon building entry.
2. Allow the area of the Leonard Street sidewalk improvements to be counted as Public Open Space permitting the elimination of the east boundary Plaza and accessway. Precedent for so counting sidewalk improvements exists in the recently approved design for 64 South Main Street in SoNo.

The following are items that have been noted as needing further clarification and possible Commission and Agency approval when appropriate in the project’s design process:

1. Exterior walls less than 10’ from the interior property lines must be fire rated for fires originating outside the building as well as inside. Provide verification of fire rating of proposed exterior wall systems.
2. Note was made under “Streetscape Amenities” of the street tree selection, “Ginkgo Balboa”. Specifically, “One varietal, ‘Fairmont’ has a mature diameter of 15’-18’ and would likely avoid conflict of the trees growing into the building facade. Also, male trees should be specified to avoid the disagreeable fruit produced by the females.”

3. Mechanical equipment or other utilities visible on the exterior of the building and not shown on the Application documents and would require separate review if needed.
4. At the time of this Report's preparation, the Applicant stated building materials would be submitted for review at the Commission Public Hearing. These have not been reviewed at this time but should include samples of the two brick materials proposed, aluminum and vinyl windows.
5. Exterior ground plane lighting levels and lighting levels on the plane of the front facades need to be submitted.
6. Building address and commercial space signage needs to be specified. As the project design develops, sign materials and design will need submission for review.



CHAIRMAN
Felix R. Serrano

COMMISSIONERS
Lisa M. Cooper
John J. Igneri
William R. Speirs
David G. Westmoreland

EXECUTIVE DIRECTOR
Brian T. Bidolli

TO: REDEVELOPMENT AGENCY COMMISSIONERS
FROM: BRIAN T. BIDOLLI, EXECUTIVE DIRECTOR
DATE: FEBRUARY 11, 2020
RE: AUTHORIZATION OF BUDGET ALLOCATION AND EXECUTION
OF AGREEMENTS FOR OFFICE LEASEHOLD IMPROVEMENTS

The agency has recently taken possession of the first floor of office space at 3 Belden Avenue. Upon inspection, a number of improvements were identified as necessary to accommodate the functional needs of the agency. As such, a scope and bid was issued to identify contractors and obtain pricing for the requisite office leasehold improvements.

Staff obtained proposals from three firms, and has identified the most economical and qualified vendors to be Norwalk-based North Atlantic Contracting Corporation for general construction services, and Carpet King for flooring material and installation (scope of services attached). Based on the rate and scope of the work required for the renovations of the first floor office area, staff is requesting approval of \$25,000 for the costs of the leasehold improvements. A budget line item modification is not required as this amount will be capitalized as a depreciable asset on the balance sheet, and the related depreciation expense is within the Agency's remaining Occupancy Expense Budget

Action Requested

Approve budget allocation for Leasehold Improvements in the amount of \$25,000.

Approve the Executive Director to execute a contract with selected vendors for office Leasehold Improvements.

NORWALK DEVELOPMENT AGENCY

CHAIRMAN
Felix R. Serrano

COMMISSIONERS
Lisa M. Cooper
John J. Igneri
William R. Speirs
David G. Westmoreland

EXECUTIVE DIRECTOR
Brian T. Bidolli

TO: REDEVELOPMENT AGENCY COMMISSIONERS
FROM: TAMI STRAUSS, DEPUTY DIRECTOR
DATE: FEBRUARY 3, 2020
RE: WHEELS 2U MARKETING PROGRAM

To capitalize on the success of the Wheels2U marketing program of 2019, Agency staff is requesting an extension of Silver Creative's contract through June 30, 2020, in the amount of \$60,000, with funds provided by General Growth Properties (now Brookfield) in association with the development of the SoNo Collection.

This budget includes the design and printing of materials, social media campaign management, presence at public events, vehicle wraps, and other marketing materials. This budget also accounts for design services associated with proposed service improvements to be made in spring 2020. A meeting was held with staff and Paul Zullo of Silver Creative to review an itemized list of marketing activities to be performed under this contract.

Since October 2018, Wheels2U has had more than 15,000 rides, reaching a peak of 2,000 rides in December 2019. The most popular pick-up and drop-off spots are the South Norwalk Train Station, the SoNo Collection, hotels along Main Avenue and the Wheels Hub on Burnell Boulevard.

In 2020, the Wheels2U marketing campaign won first place in a National Transportation Award Competition.

ACTION REQUESTED

Approve the extension of the Marketing and Communications Contract with Silver Creative Group for the Microtransit program in an amount not to exceed \$60,000 from Fund 115 through June 30, 2020.

**NORTH WALKE HOUSING
CORPORATION**

TO: MEMBERS, NORTH WALKE HOUSING CORPORATION

FROM: FELIX R. SERRANO, CHAIRMAN

DATE: FEBRUARY 4, 2020

RE: MEETING NOTICE

.....

The Regular Meeting of the North Walke Housing Corporation will be held at 5:30 PM on Tuesday, February 11, 2020 at 3 Belden Avenue, First Floor.

**NORTH WALKE HOUSING
CORPORATION
REGULAR MEETING
FEBRUARY 11, 2020
5:30 P.M.**

A G E N D A

CALL TO ORDER

ROLL CALL

PUBLIC PARTICIPATION

I. ADMINISTRATION

A. APPROVAL OF MINUTES

1. Approve Minutes of December 10, 2019 Special Meeting.

B. FINANCE

1. Approve North Walke's Revenue and Expenditures Statements and Balance Sheets for all funds for Year-to-Date December 31, 2019

II. NEW BUSINESS

III. OLD BUSINESS

ADJOURNMENT

**NORTH WALKE HOUSING
CORPORATION
REGULAR MEETING
DECEMBER 10 2019**

ATTENDANCE: Felix R. Serrano, Chairman, Commissioners Lisa Cooper, John Igneri, William Speirs and David Westmoreland

AGENCY COUNSEL: Marc Grenier, Esq.

STAFF: Brian Bidolli, Executive Director, Tami Strauss, Deputy Director; John Slovak, Comptroller; Lori Guttman, Director of Community Development Planning.

CALL TO ORDER

Chairman Serrano called the Special Meeting of the North Walke Housing Corporation of December 10, 2019 to order at 6:25 PM.

ROLL CALL

Chairman Serrano noted that a quorum was present.

PUBLIC PARTICIPATION

There was no one present from the public that wished to comment at this time.

I – A. APPROVAL OF MINUTES

1. Minutes of November 12, 2019 Regular Meeting.

**** MS. COOPER MOVED TO APPROVE THE MINUTES OF THE
NOVEMBER 12, 2019 MEETING OF THE NORTH WALKE HOUSING
CORPORATION.**

**** MR. WESTMORELAND SECONDED.**

**** THE MOTION PASSED (MR. IGNERI ABSTAINED).**

B. FINANCE

1. Approve North Walke Audited Certified Financial Statements for Fiscal Year Ending June 30, 2019.

**** MR. WESTMORELAND MOVED TO APPROVE THE NORTH WALKE
AUDITED CERTIFIED FINANCIAL STATEMENTS FOR FISCAL YEAR
ENDING JUNE 30, 2019.**

**** MS. COOPER SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

I. NEW BUSINESS

None.

II. OLD BUSINESS

None.

III. ADJOURNMENT

There being no further Old or New Business, upon motion of Mr. Westmoreland, the North Walke Housing Corporation meeting of December 10, 2019 was adjourned at 6:25 PM.

Respectfully submitted,

Karen Pacchiana

North Walke Housing Corporation
Explanation of Statements of Revenues & Expenditures and
Balance Sheets for All North Walke Housing Corporation Funds
Year-To-Date December 31, 2019

- North Walke Housing Corporation Operating Fund 400 Statement of Revenues and Expenditures had \$5,906 in revenue, \$7,022 in expenditures, and an operating deficit of \$1,116. The Balance Sheet for North Walke Housing Corporation Operating Fund 400 has \$1,362,817 total assets, \$1,014,622 liabilities, and \$348,195 net assets.
- The North Walke Housing Corporation Fund 450 Statement of Revenues and Expenditures has a \$1,628 net operating surplus from interest on notes. The North Walke RLF Balance Sheet has total assets of \$162,171 and liabilities and net assets of \$162,171.

Norwalk Redevelopment Agency Inc.
Statement of Revenues and Expenditures - Board Qtrly - 2nd Quarter YTD Comparative
400 - NorthWalke Operating - Fund 400
From 7/1/2019 Through 12/31/2019
(In Whole Numbers)

	<u>Year-To-Date Actual</u>	<u>Prior Year-To-Date Actual</u>
REVENUES		
Grant Revenues		
Grants - State CHFA	0	3,491
Total Grant Revenues	0	3,491
Other Revenues		
Interest Income - Other	806	425
Rental Income	5,100	3,675
Total Other Revenues	5,906	4,100
Total REVENUES	5,906	7,591
EXPENDITURES		
Administrative Expenses		
Professional Fees - Legal	0	361
Professional Fees - Other	6,500	6,500
Miscellaneous	522	551
Total Administrative Expenses	7,022	7,412
Total EXPENDITURES	7,022	7,412
NET OPERATING SURPLUS/(DEFICIT)	<u>(1,116)</u>	<u>179</u>

Norwalk Redevelopment Agency Inc.
Balance Sheet - Board Qtrly - 2nd Quarter YTD Comparative
400 - NorthWalke Operating - Fund 400
As of 12/31/2019
(In Whole Numbers)

	<u>Current Year</u>	<u>Prior Year</u>
ASSETS		
Current Assets		
Cash	226,525	1,318,491
Investments	<u>1,136,750</u>	<u>335,532</u>
Total Current Assets	1,363,275	1,654,023
Other Assets		
Due from (to) Other Funds	<u>(458)</u>	<u>(339,866)</u>
Total Other Assets	<u>(458)</u>	<u>(339,866)</u>
Total ASSETS	<u><u>1,362,817</u></u>	<u><u>1,314,157</u></u>
LIABILITIES AND NET ASSETS		
Liabilities		
Accounts Payable	145	145
Other Liabilities	963,755	914,802
Notes Payable	<u>50,722</u>	<u>50,722</u>
Total Liabilities	1,014,622	965,668
Net Assets		
Beginning Fund Balances	349,311	348,310
YTD Activities	<u>(1,116)</u>	<u>179</u>
Total Net Assets	<u>348,195</u>	<u>348,489</u>
Total LIABILITIES AND NET ASSETS	<u><u>1,362,817</u></u>	<u><u>1,314,157</u></u>

Norwalk Redevelopment Agency Inc.
Statement of Revenues and Expenditures - Board Qtrly - 2nd Quarter YTD Comparative
450 - North Walke RLF - Fund 450
From 7/1/2019 Through 12/31/2019
(In Whole Numbers)

	<u>Year-To-Date Actual</u>	<u>Prior Year-To-Date Actual</u>
REVENUES		
Other Revenues		
Interest Income from Notes	1,707	1,504
Interest Income - Other	<u>8</u>	<u>6</u>
Total Other Revenues	<u>1,715</u>	<u>1,511</u>
Total REVENUES	<u>1,715</u>	<u>1,511</u>
EXPENDITURES		
Administrative Expenses		
Miscellaneous	<u>87</u>	<u>87</u>
Total Administrative Expenses	<u>87</u>	<u>87</u>
Total EXPENDITURES	<u>87</u>	<u>87</u>
NET OPERATING SURPLUS/(DEFICIT)	<u><u>1,628</u></u>	<u><u>1,424</u></u>

Norwalk Redevelopment Agency Inc.
Balance Sheet - Board Qtrly - 2nd Quarter YTD Comparative
450 - North Walke RLF - Fund 450
As of 12/31/2019
(In Whole Numbers)

	<u>Current Year</u>	<u>Prior Year</u>
ASSETS		
Current Assets		
Cash	27,129	21,517
Investments	<u>15,883</u>	<u>15,867</u>
Total Current Assets	43,012	37,384
Other Assets		
Due from (to) Other Funds	7,216	2,391
Loans Receivable	<u>111,944</u>	<u>118,796</u>
Total Other Assets	<u>119,159</u>	<u>121,187</u>
Total ASSETS	<u><u>162,171</u></u>	<u><u>158,570</u></u>
LIABILITIES AND NET ASSETS		
Liabilities		
Other Liabilities	<u>138,665</u>	<u>138,665</u>
Total Liabilities	138,665	138,665
Net Assets		
Beginning Fund Balances	21,878	18,482
YTD Activities	<u>1,628</u>	<u>1,424</u>
Total Net Assets	<u>23,506</u>	<u>19,906</u>
Total LIABILITIES AND NET ASSETS	<u><u>162,171</u></u>	<u><u>158,570</u></u>

Norwalk Redevelopment Agency Inc.
Statement of Revenues and Expenditures - Board Qtrly - 2nd Qtr All North Walke Combined
From 7/1/2019 Through 12/31/2019
(In Whole Numbers)

	NorthWalke Operating - Fund 400	North Walke RLF - Fund 450	Total
REVENUES			
Other Revenues			
Interest Income from Notes	0	1,707	1,707
Interest Income - Other	806	8	815
Rental Income	5,100	0	5,100
Total Other Revenues	5,906	1,715	7,622
Total REVENUES	5,906	1,715	7,622
EXPENDITURES			
Administrative Expenses			
Professional Fees - Other	6,500	0	6,500
Miscellaneous	522	87	609
Total Administrative Expenses	7,022	87	7,109
Total EXPENDITURES	7,022	87	7,109
NET OPERATING SURPLUS/(DEFICIT)	(1,116)	1,628	513

Norwalk Redevelopment Agency Inc.
Balance Sheet - Board Qtrly - 2nd Qtr All North Walke Combined
As of 12/31/2019
(In Whole Numbers)

	North Walke Operating - Fund 400	North Walke RLF - Fund 450	Total
ASSETS			
Current Assets			
Cash	226,525	27,129	253,654
Investments	1,136,750	15,883	1,152,633
Accounts Receivable	0	0	0
Total Current Assets	1,363,275	43,012	1,406,287
Other Assets			
Due from (to) Other Funds	(458)	7,216	6,758
Property & Equipment	0	0	0
Loans Receivable	0	111,944	111,944
Less: Bad Debt Reserve	0	0	0
Other Assets	0	0	0
Total Other Assets	(458)	119,159	118,701
Total ASSETS	1,362,817	162,171	1,524,988
LIABILITIES AND NET ASSETS			
Liabilities			
Accounts Payable	145	0	145
Other Liabilities	963,755	138,665	1,102,420
Notes Payable	50,722	0	50,722
Total Liabilities	1,014,622	138,665	1,153,286
Net Assets			
Beginning Fund Balances	349,311	21,878	371,189
YTD Activities	(1,116)	1,628	513
Total Net Assets	348,195	23,506	371,702
Total LIABILITIES AND NET ASSETS	1,362,817	162,171	1,524,988

NORWALK DEVELOPMENT AGENCY

CHAIRMAN
Felix R. Serrano

COMMISSIONERS
Lisa M. Cooper
John J. igneri
William R. Speirs
David G. Westmoreland

ACTING EXECUTIVE DIRECTOR
Tami Strauss

TO: MEMBERS, NORWALK REDEVELOPMENT AGENCY

FROM: FELIX R. SERRANO, CHAIRMAN

DATE: FEBRUARY 4, 2020

RE: MEETING NOTICE

The next Meeting of the Norwalk Redevelopment Agency will be held on Tuesday, February 11, 2020 at 5:30 p.m. at 3 Belden Avenue, First Floor.

**FEBRUARY 11, 2020
5:30 P.M.
REGULAR MEETING
A G E N D A**

CALL TO ORDER

ROLL CALL

PUBLIC PARTICIPATION

I. ADMINISTRATION

1. APPROVAL OF MINUTES
 - i. Approve Minutes of the January 14, 2020 Regular Meeting
2. FINANCE
 - i. Approve Norwalk Redevelopment Agency Quarterly Revenue and Expenditures Statements and Balance Sheets for all funds for Year-to-Date December 31, 2019
 - ii. Renew Agency's \$2 million secured line of credit with People's United Bank

II. BUSINESS

1. LEONARD STREET DESIGN REVIEW
 - i. Approve the final project site design for 9-13 Leonard Street as consistent with the design guidelines set forth in the Wall Street-West Avenue Redevelopment Plan, as recommended by the Third Party Design reviewer, DeCarlo & Doll.

2. LEASEHOLD IMPROVEMENTS
 - i. Approve budget allocation for Leasehold Improvements in the amount of \$25,000.
 - ii. Approve the Executive Director to execute a contract with selected vendors for office Leasehold Improvements.
3. REVIEW OF STRATEGIC PLAN WORK PROGRAM
4. WHEELS 2U
 - i. Approve the extension of the Marketing and Communications Contract with Silver Creative Group for the Microtransit program in an amount not to exceed \$60,000 through June 30, 2020 from Fund 115.

III. EXECUTIVE SESSION

- i. Discussion and update on litigation titled City of Norwalk and City of Norwalk Redevelopment Agency vs. ILSR Owners, LLC and Wall Street Opportunity Fund LLC, which is currently pending in the Stamford-Norwalk Judicial District at Stamford.
- ii. Discussion related to Agency personnel matters/claims

IV. Possible action related to III.ii.

V. NEW BUSINESS

VI. OLD BUSINESS

ADJOURNMENT

**CITY OF NORWALK
REDEVELOPMENT AGENCY
REGULAR MEETING
JANUARY 14, 2020**

ATTENDANCE: Felix R. Serrano, Chairman, Commissioners Lisa Cooper and John Igneri.

AGENCY COUNSEL: Marc J. Grenier, Esq.

STAFF: Brian Bidolli, Executive Director, Tami Strauss, Deputy Director; John Slovak, Comptroller; Lori Guttman, Director of Community Development Planning.

CALL TO ORDER

Chairman Serrano called the Regular Meeting of the Norwalk Redevelopment Agency of January 14, 2020 to order at 5:30 PM.

ROLL CALL

Chairman Serrano noted that a quorum was present.

PUBLIC PARTICIPATION

There was no one present from the public who wished to comment.

I-A. APPROVAL OF MINUTES

**** MS. COOPER MOVED TO APPROVE THE MINUTES OF THE
DECEMBER 10, 2019 REGULAR MEETING.**

**** MR. IGNERI SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

I-B. FINANCE

1. Approve NRA Fund 100 Statement of Revenues and Expenditures for Year-To-Date November 30, 2019.

Mr. Slovak reported on the NRA Fund 100 Statement of Revenues and Expenditures for Year-To-Date November 30, 2019 as follows:

- Operating Fund 100 had revenues of \$592,065 versus budgeted revenues of \$619,903 with an unfavorable variance of \$27,838.
- Operating Fund 100 had total expenditures of \$621,743 versus budgeted total expenditures of \$625,719 resulting in a \$3,977 favorable expenditure variance.
- There is an actual operating deficit of \$29,678 versus a budgeted operating deficit of \$5,816 resulting in a \$23,862 unfavorable net operating, which is mostly due to legal fees for the Wall Street litigation.

**** MS. COOPER MOVED TO APPROVE THE NRA FUND 100 STATEMENT
OF REVENUES AND EXPENDITURES FOR YEAR-TO-DATE NOVEMBER
30, 2019.**

**** MR. IGNERI SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

2. Budget Amendment:
 - a. Approve budget amendment for Consultants in the amount of \$15,000.
 - b. Approve the Executive Director to execute a contract with Operations, Inc. for an amount not to exceed \$15,000 over a 12-month period.

Mr. Bidolli said this is a request to approve a budget amendment to add \$15,000 to our consultant budget and to authorize the Executive Director to execute a contract with Operations, Inc. in an amount not to exceed \$15,000 to review the Agency's internal HR practices, personnel and operations policies to standardize them and make any recommended changes for Agency consideration. The Agency received multiple quotes and staff is recommending entering into an agreement with Operations, Inc. based on their local presence and the services they provide. Ms. Strauss and I met with a representative from Operations, Inc last week, and determined it really is an hourly basis contract that we need. The initial task would be to look at the Agency personnel policy, which encompasses personnel, operations and benefits policies all in one document. Operations, Inc. recommended to update the same and further to provide ongoing support should on an as needed basis.

Chairman Serrano said the heavy lift and the dollars would be front ended because of what we need to do right now, but going forward it would be on an as needed basis.

Mr. Bidolli said the \$15,000 is the initial lump sum, which he is going to try to minimize as much as possible by doing internal viewing and flagging things and as much outsource as needed.

Ms. Cooper asked if this will be better than hiring an HR firm on a regular basis? Mr. Bidolli said the Agency's volume is small, so the Agency would benefit the most with this type of out sourcing.

Ms. Strauss said it would cost a lot more to hire somebody, and what's nice about Operations, Inc. is that they have people who specialize in benefits and policy and people who do different specialties, so you are getting a whole team of experts who each have their specialty areas. Mr. Bidolli noted that it will be more cost effective and we will get better quality.

- ** MR.IGNERI MOVED TO APPROVE THE BUDGET AMENDMENT FOR CONSULTANTS IN THE AMOUNT OF \$15,000, AND TO APPROVE THE EXECUTIVE DIRECTOR TO EXECUTE A CONTRACT WITH OPERATIONS, INC. FOR AN AMOUNT NOT TO EXCEED \$15,000 OVER A 12-MONTH PERIOD.**
- ** MS. COOPER SECONDED.**
- ** THE MOTION PASSED UNANIMOUSLY.**

Chairman Serrano noted that that will be coming from the operating fund, Fund 100.

II. A. LANDSCAPE MAINTENANCE SERVICES

Mr. Bidolli said the Agency currently maintains a three-year agreement with Meticulous Landscaping to provide landscaping services throughout the urban corridor. The last time this agreement was approved, the Commissioners asked that each year staff talk about the

apportionment and the scope of the services to be provided. Staff met with Meticulous last week, and nothing is going to change in terms of the cost. It is going to be the same dollar amount, \$111,250. However, there are other indirect expenses that are required to implement this budget, and staff wanted to make sure that the Agency has coverage and that the Commissioners are aware of those costs.

Ms. Strauss said that the Agency does not get charged for water, so it's really the cost for the police and buying the plants from Western Growers to put in the islands. Meticulous waters them, and oftentimes staff will ask them to clean up some street furniture or do some extra work just to improve the overall look and leverage the investment that we're making in the landscape. Last year those extra costs totaled about \$50,000, so this year staff is asking that the Agency encumber \$65,000 for the additional expenses that come with the landscaping contract, which was approved in 2019.

Chairman Serrano said while the Commissioners approved the contract for a three year period, the Commissioners did want it to come back on an annual basis to have these type of discussions. Western Growers is fantastic, and Chairman Serrano noted that the Agency does not want to diminish the quality of their product because that's the investment that Agency is making in the urban corridor, but wonders if the landscaper would be able to do this in a more cost effective way. Ms. Strauss said Western Growers was the most cost effective and least expensive provider of the plants.

Mr. Bidolli said that Staff can definitely follow up with Western Growers. When staff talked to Joe Tamburro at Meticulous, he mentioned other vendors versus Western Growers, but he was more favorable to Western Growers quality and not having to buy replantings, which is important because it could drag out the cost. Mr. Tamburro is into high quality and very into his work. He clearly knows what he's talking about, and so he has confidence in that.

Chairman Serrano said that's the Agency we get tremendous kudos during the summer and during the holidays and everything looks great, and he doesn't want to diminish that.

Mr. Igneri said it seems like a lot of money, and he is just wondering if there could be some savings.

Ms. Strauss said if you look at the scope of work that is attached to her memo, you'll see there are about 20 different properties that are in this report which range from Wall Street and West Avenue all the way down to South Norwalk, and there are the islands, the exit ramps, Freese Park, the Clocktower Island, the Art Park and turning on and off the irrigation systems for the Clocktower and the islands. This is the fifth year we had Meticulous and this is the same price that we paid him last year, so he didn't increase his price.

Attorney Grenier said plus Joe Tamburro is a member of the Exchange Club, which is always giving back to the community. When the Agency started the project it was for the properties located in the urban core, which is what the Redevelopment Agency covers and that's what the appendix shows. The Scope of work is not outside the core area that the Agency serves, and that was important for the Commission at the time the agreement was approved.

Chairman Serrano said, again, this will come back next year because it's on an annual basis.

- ** MS. COOPER MOVED TO AUTHORIZE THE CHAIRMAN TO APPROVE ENCUMBERING \$65,000 FOR ANCILLARY COSTS FOR THE URBAN CORE LANDSCAPING PROGRAM FOR CALENDAR YEAR 2020.**
- ** MR.IGNERI SECONDED.**
- ** THE MOTION PASSED UNANIMOUSLY.**

B. 55/77 NORTH WATER STREET PROPOSED CHANGES IN USE/DESIGN

1. Find that proposed changes to the first floor uses at 55 North Water Street are consistent with the Reed Putnam Urban Renewal Plan.
2. Find that proposed changes to the first floor uses at 77 North Water Street will substantially change the Urban Renewal Plan and will require a modification to the Plan in accordance with State Statute.

Ms. Strauss said last month Redniss and Mead presented to the Commissioners the proposed change in use for the ground floor of 55 and 77 North Water Street in the Reed Putnam Urban Renewal Plan area. The Commissioners found the proposed change for 55 North Water Street to be consistent with the Urban Renewal Plan. However, for 77 North Water Street, Redniss and Mead proposed changing 100% office on the ground floor to 100% residential use, and that was determined by the Commissioners not to be consistent with the Urban Renewal Plan and that the requested change would require a modification to the plan in accordance with state statute. Rather than go through a substantial amendment to the plan, Redniss and Mead met with staff and have now come back with a revised plan for 77 North Water Street which brings the mix to 25% commercial and 75% residential. Staff is recommending that the Commissioners find the proposed changes to be consistent with the Reed Putnam Urban Renewal Plan.

Ms. Strauss said the northern half of the building is elevated off the side, and people living there are going to have a really nice terrace and be able to sit outside and watch people go by, so they will see more activity than they would if there were commercial use elevated off the street, so this is consistent with a mixed use. Also, this project will have to come back to the Agency, as the Agency has design review, since 77 North Water is in the Urban Renewal Plan Area.

Chairman Serrano said what is being proposed is consistent with the mixed use component, not what it is going to look like. That's why we have the design review process.

- ** MR.IGNERI MOVED TO FIND THAT PROPOSED CHANGES TO THE FIRST FLOOR USES AT 77 NORTH WATER STREET ARE CONSISTENT WITH THE REED PUTNAM URBAN RENEWAL PLAN.**
- ** MS. COOPER SECONDED.**
- ** THE MOTION PASSED UNANIMOUSLY.**

III. EXECUTIVE SESSION

- A. Discussion and update on litigation titled City of Norwalk and City of Norwalk Redevelopment Agency vs. ILSR Owners, LLC and Wall Street Opportunity

Fund LLC, which is currently pending in the Stamford-Norwalk Judicial District at Stamford.

B. Discussion related to Agency personnel matters.

**** MR.IGNERI MOVED TO GO INTO EXECUTIVE SESSION AT 5:54 PM TO (A) DISCUSS AND UPDATE THE LITIGATION TITLED CITY OF NORWALK AND CITY OF NORWALK REDEVELOPMENT AGENCY VS. ILSR OWNERS, LLC AND WALL STREET OPPORTUNITY FUND LLC, WHICH IS CURRENTLY PENDING IN THE STAMFORD-NORWALK JUDICIAL DISTRICT AT STAMFORD, AND (B) DISCUSS RELATED PERSONNEL MATTERS.**

**** MS. COOPER SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

Whereupon the Norwalk Redevelopment Agency meeting went into Executive Session at 5:55 P.M. and came out of Executive Session at 6:54 P.M. No action was taken on items III. A and B.

IV. Agency Organizational Structure

- a. Discussion of Proposed Structure
- b. Possible action on IV.a

Mr. Bidolli provided a general overview on the proposed agency organizational structure as developed through his internal review of current projects and coordination with agency staff. He described how he believed that the new agency organizational chart would support new program development and the preparation of a strategic plan for Commissioners to review later in the year. He described numerous redundancies in staff assignment, and his approach to streamline agency operations to optimize both project and financial management for the Agency. Mr. Bidolli indicated the organizational chart if approved by the Commissioners would be effective immediately.

**** MR.IGNERI MOVED TO APPROVE THE NORWALK REDEVELOPMENT AGENCY ORGANIZATIONAL CHART AS PRESENTED BY THE EXECUTIVE DIRECTOR.**

**** MS. COOPER SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

V. Possible action related to III.b.

This item was tabled as no action was required.

III. NEW BUSINESS (None.)

IV. OLD BUSINESS

(None.)

ADJOURNMENT

Upon motion of Mr. Igneri and second of Ms. Cooper the Norwalk Redevelopment Agency regular meeting of January 14, 2020 was adjourned at 7:15pm.

Respectfully submitted,
Karen Pacchiana

Norwalk Redevelopment Agency
Explanation of Statements of Revenues & Expenditures and
Balance Sheets for All Norwalk Redevelopment Agency Funds
Year-To-Date December 31, 2019

- Operating Fund 100 had revenues of \$705,820 versus budgeted revenues of \$743,884 with an unfavorable variance of \$38,064.
- Actual legal expenses are \$171,072 versus a \$9,643 budget resulting in a \$161,429 unfavorable variance due to Wall Street litigation. Total operating expenditures are \$781,731 versus a budget of \$743,884 resulting in a \$37,847 unfavorable operating variance.
- There is an operating deficit of \$75,911 versus a budgeted breakeven bottom line resulting in an unfavorable operating variance of \$75,911.
- Operating Fund 100 Balance Sheet has \$6,508,470 in cash, accounts receivable, due from other funds and property, and \$219,043 in net loans receivable and other assets. There are \$2,349,256 in Deferred Revenues which will be earned when expended, and \$3,585,866 in Net Assets.
- The Brookfield Properties Operating Fund 115 has revenues of \$86,350 and expenditures of \$86,350, resulting in a breakeven. The Balance Sheet has \$520,019 in current assets, and \$520,019 in liabilities and net assets.
- CDBG Revolving Loan Fund 200 Statement of Revenues and Expenditures has \$14,428 of interest income from notes receivable and expenditures of \$3,508, resulting in operating surplus of \$10,920. The CDBG Revolving Loan Fund Balance Sheet has \$749,402 in cash and due from other funds, \$279,928 net loans receivable, \$526,005 in liabilities, and \$503,325 in net assets.
- CDBG Non-Revolving Loan Fund 300 Statement of Revenues and Expenditures has revenues of \$150,761 and program expenditures of \$321,998, resulting in \$171,236 deficit which has already been reimbursed and drawn down from CDBG. The Balance Sheet for CDBG (NRLF) Fund 300 has \$196,275 in cash and due from other funds, \$91,682 in net loans receivable, and \$287,957 in liabilities and net assets.
- Norwalk Redevelopment Agency Project and Program Fund 500 Statement of Revenues and Expenditures include Capital Budget Grants from the City of Norwalk, grants from State DECD, and Choice Neighborhoods Federal grants. There was \$1,994,769 in revenue and \$2,064,630 in program expenditures resulting in a deficit of \$69,861 which will be break even after grant billing. The NRA Project and Program Fund balance sheet has \$675,897 in cash, receivables and due to other funds, and \$675,897 in liabilities and net assets.

Norwalk Redevelopment Agency Inc.
Statement of Revenues and Expenditures - Board Rev & Exp Comparison-YTD, Budget, Prior YTD
100 - NRA Operating - Fund 100
From 7/1/2019 Through 12/31/2019
(In Whole Numbers)

	YTD Actual	YTD Budget	YTD Variance	Prior YTD Actual	Annual Budget	Annual Budget \$ Remaining
REVENUES						
Grant Revenues						
Grants - City Positions	72,150	72,152	(2)	188,874	144,304	72,154
Grants - NRA Project Funds	411,661	411,651	10	468,486	823,303	411,642
Grants - CDBG City Neighborhoods	89,987	124,500	(34,513)	126,693	249,000	159,013
Grants - CDBG Program Admin	88,309	89,733	(1,424)	96,227	179,467	91,158
Grants - Other	3,280	26,482	(23,202)	8,994	52,964	49,684
Total Grant Revenues	665,388	724,519	(59,131)	889,273	1,449,038	783,650
Other Revenues						
Interest Income from Notes	5,867	1,082	4,786	1,331	2,163	(3,704)
Interest Income - Other	15,615	16,337	(722)	16,324	32,673	17,058
Miscellaneous Revenues	459	1,947	(1,488)	6,033	3,894	3,435
Rental Income	18,492	0	18,492	0	0	(18,492)
Total Other Revenues	40,432	19,365	21,067	23,688	38,730	(1,702)
Total REVENUES	705,820	743,884	(38,064)	912,961	1,487,768	781,948
EXPENDITURES						
Personnel						
Salaries	372,959	453,629	80,670	508,184	907,258	534,299
Taxes & Benefits	146,723	156,390	9,667	175,458	312,780	166,057
Total Personnel	519,681	610,019	90,338	683,641	1,220,038	700,357
Administrative Expenses						
Professional Fees - Legal	171,072	9,643	(161,429)	154,977	19,286	(151,786)
Professional Fees - Other	6,250	8,118	1,868	6,000	16,237	9,987
Consultants/Contracted Svcs	5,000	1,845	(3,155)	0	3,689	(1,311)
Occupancy	54,570	52,644	(1,927)	0	105,287	50,717
Office Expenses	10,743	17,418	6,675	8,917	34,835	24,092
Insurance	340	8,679	8,339	0	17,357	17,017
L.T. Expense	5,041	9,624	4,583	6,467	19,249	14,208
Training	3,246	8,742	5,495	5,687	17,483	14,237
Agency Marketing	5,655	15,100	9,445	1,950	30,200	24,545
Miscellaneous	132	2,054	1,921	260	4,107	3,975
Total Administrative Expenses	262,050	133,865	(128,185)	184,257	267,730	5,680
Total EXPENDITURES	781,731	743,884	(37,847)	867,899	1,487,768	706,037
NET OPERATING SURPLUS/(DEFICIT)	(75,911)	(0)	(75,911)	45,062	0	75,911

Norwalk Redevelopment Agency Inc.
Statement of Revenues and Expenditures
100 - NRA Operating - Fund 100
From 12/1/2019 Through 12/31/2019
(In Whole Numbers)

	Month Actual	Month Budget	Month Variance	Prior Year Month
REVENUES				
Grant Revenues				
Grants - City Positions	12,025	12,025	(0)	31,479
Grants - NRA Project Funds	68,609	68,609	0	64,081
Grants - CDBG City Neighborhoods	14,340	20,750	(6,410)	27,146
Grants - CDBG Program Admin	12,500	14,956	(2,455)	14,003
Grants - Other	<u>0</u>	<u>4,414</u>	<u>(4,414)</u>	<u>433</u>
Total Grant Revenues	107,475	120,753	(13,279)	137,142
Other Revenues				
Interest Income from Notes	857	180	677	54
Interest Income - Other	1,786	2,723	(937)	3,211
Miscellaneous Revenues	0	325	(325)	0
Rental Income	<u>3,638</u>	<u>0</u>	<u>3,638</u>	<u>0</u>
Total Other Revenues	<u>6,281</u>	<u>3,228</u>	<u>3,053</u>	<u>3,265</u>
Total REVENUES	<u>113,755</u>	<u>123,981</u>	<u>(10,225)</u>	<u>140,407</u>
EXPENDITURES				
Personnel				
Salaries	66,411	69,789	3,378	90,572
Taxes & Benefits	<u>26,166</u>	<u>26,065</u>	<u>(101)</u>	<u>34,184</u>
Total Personnel	92,577	95,854	3,278	124,756
Administrative Expenses				
Professional Fees - Legal	45,863	1,607	(44,256)	28,768
Professional Fees - Other	1,042	1,353	311	1,000
Consultants/Contracted Svcs	0	307	307	0
Occupancy	13,884	8,774	(5,110)	0
Office Expenses	3,289	2,903	(386)	2,870
Insurance	0	1,446	1,446	0
I.T. Expense	300	1,604	1,304	596
Training	34	1,457	1,423	60
Agency Marketing	3,000	2,517	(483)	1,350
Miscellaneous	<u>0</u>	<u>342</u>	<u>342</u>	<u>60</u>
Total Administrative Expenses	<u>67,412</u>	<u>22,311</u>	<u>(45,101)</u>	<u>34,704</u>
Total EXPENDITURES	<u>159,989</u>	<u>118,165</u>	<u>(41,824)</u>	<u>159,460</u>
NET OPERATING SURPLUS/(DEFICIT)	<u>(46,233)</u>	<u>5,816</u>	<u>(52,049)</u>	<u>(19,053)</u>

Norwalk Redevelopment Agency Inc.
Statement of Revenues and Expenditures - Board Qtrly - 2nd Quarter YTD Comparative
100 - NRA Operating - Fund 100
From 7/1/2019 Through 12/31/2019
(In Whole Numbers)

	<u>Year-To-Date Actual</u>	<u>Prior Year-To-Date Actual</u>
REVENUES		
Grant Revenues		
Grants - City Positions	72,150	188,874
Grants - NRA Project Funds	411,661	468,486
Grants - CDBG City Neighborhoods	89,987	126,693
Grants - CDBG Program Admin	88,309	96,227
Grants - Other	<u>3,280</u>	<u>8,994</u>
Total Grant Revenues	665,388	889,273
Other Revenues		
Interest Income from Notes	5,867	1,331
Interest Income - Other	15,615	16,324
Miscellaneous Revenues	459	6,033
Rental Income	<u>18,492</u>	<u>0</u>
Total Other Revenues	40,432	23,688
Total REVENUES	<u>705,820</u>	<u>912,961</u>
EXPENDITURES		
Personnel		
Salaries	372,959	508,184
Taxes & Benefits	<u>146,723</u>	<u>175,458</u>
Total Personnel	519,681	683,641
Administrative Expenses		
Professional Fees - Legal	171,072	154,977
Professional Fees - Other	6,250	6,000
Consultants/Contracted Svcs	5,000	0
Occupancy	54,570	0
Office Expenses	10,743	8,917
Insurance	340	0
I.T. Expense	5,041	6,467
Training	3,246	5,687
Agency Marketing	5,655	1,950
Miscellaneous	<u>132</u>	<u>260</u>
Total Administrative Expenses	262,050	184,257
Total EXPENDITURES	<u>781,731</u>	<u>867,899</u>
NET OPERATING SURPLUS/(DEFICIT)	<u>(75,911)</u>	<u>45,062</u>

Norwalk Redevelopment Agency Inc.
Balance Sheet - Board Qtrly - 2nd Quarter YTD Comparative
100 - NRA Operating - Fund 100
As of 12/31/2019
(In Whole Numbers)

	Current Year	Prior Year
ASSETS		
Current Assets		
Cash	398,754	328,699
Investments	5,339,546	6,397,603
Accounts Receivable	211,478	250,834
Total Current Assets	5,949,778	6,977,136
Other Assets		
Due from (to) Other Funds	531,498	1,054,860
Property & Equipment	27,194	2,680
Loans Receivable	495,522	302,982
Less: Bad Debt Reserve	(282,729)	(282,729)
Other Assets	6,250	6,000
Total Other Assets	777,735	1,083,793
Total ASSETS	6,727,513	8,060,929
LIABILITIES AND NET ASSETS		
Liabilities		
Accounts Payable	91,842	49,546
Payroll & Benefits Payable	341,255	363,079
Other Liabilities	152,424	81,903
Notes Payable	206,870	4,635
Deferred Revenues	2,349,256	3,277,726
Total Liabilities	3,141,647	3,776,889
Net Assets		
Beginning Fund Balances	3,661,777	4,238,978
YTD Activities	(75,911)	45,062
Total Net Assets	3,585,866	4,284,040
Total LIABILITIES AND NET ASSETS	6,727,513	8,060,929

Norwalk Redevelopment Agency Inc.
Statement of Revenues and Expenditures - Board Qtrly - 2nd Quarter YTD Comparative
115 - Brookfield Operating Fund 115
From 7/1/2019 Through 12/31/2019
(In Whole Numbers)

	<u>Year-To-Date Actual</u>	<u>Prior Year-To-Date Actual</u>
REVENUES		
Other Revenues		
Contributions - Developer	86,350	73,268
Total Other Revenues	<u>86,350</u>	<u>73,268</u>
Total REVENUES	<u>86,350</u>	<u>73,268</u>
EXPENDITURES		
Administrative Expenses		
Professional Fees - Legal	7,150	0
Occupancy	<u>0</u>	<u>52</u>
Total Administrative Expenses	7,150	52
Project Expenses		
Other Project Expenses	70,010	73,216
Project Expenses	<u>9,190</u>	<u>0</u>
Total Project Expenses	<u>79,200</u>	<u>73,216</u>
Total EXPENDITURES	<u>86,350</u>	<u>73,268</u>
NET OPERATING SURPLUS/(DEFICIT)	<u>0</u>	<u>0</u>

Norwalk Redevelopment Agency Inc.
Balance Sheet - Board Qtrly - 2nd Quarter YTD Comparative
115 - Brookfield Operating Fund 115
As of 12/31/2019
(In Whole Numbers)

	<u>Current Year</u>	<u>Prior Year</u>
ASSETS		
Current Assets		
Cash	7,381	679,603
Investments	512,638	8,010
Total Current Assets	520,019	687,614
Total ASSETS	520,019	687,614
LIABILITIES AND NET ASSETS		
Liabilities		
Other Liabilities	520,019	687,614
Total Liabilities	520,019	687,614
Total LIABILITIES AND NET ASSETS	520,019	687,614

Norwalk Redevelopment Agency Inc.
Statement of Revenues and Expenditures - Board Qtrly - 2nd Quarter YTD Comparative
200 - CDBG (RLF) - Fund 200
From 7/1/2019 Through 12/31/2019
(In Whole Numbers)

	<u>Year-To-Date Actual</u>	<u>Prior Year-To-Date Actual</u>
REVENUES		
Other Revenues		
Interest Income from Notes	14,428	15,567
Miscellaneous Revenues	0	60
Total Other Revenues	<u>14,428</u>	<u>15,627</u>
Total REVENUES	<u>14,428</u>	<u>15,627</u>
EXPENDITURES		
Administrative Expenses		
Miscellaneous	3,508	3,218
Total Administrative Expenses	<u>3,508</u>	<u>3,218</u>
Total EXPENDITURES	<u>3,508</u>	<u>3,218</u>
NET OPERATING SURPLUS/(DEFICIT)	<u>10,920</u>	<u>12,409</u>

Norwalk Redevelopment Agency Inc.
Balance Sheet - Board Qtrly - 2nd Quarter YTD Comparative
200 - CDBG (RLF) - Fund 200
As of 12/31/2019
(In Whole Numbers)

	<u>Current Year</u>	<u>Prior Year</u>
ASSETS		
Current Assets		
Cash	413,555	374,648
Investments	<u>175,873</u>	<u>175,434</u>
Total Current Assets	589,428	550,082
Other Assets		
Due from (to) Other Funds	159,974	48,076
Loans Receivable	1,996,424	2,142,483
Less: Bad Debt Reserve	<u>(1,716,496)</u>	<u>(1,716,496)</u>
Total Other Assets	<u>439,902</u>	<u>474,063</u>
Total ASSETS	<u><u>1,029,330</u></u>	<u><u>1,024,145</u></u>
LIABILITIES AND NET ASSETS		
Liabilities		
Accounts Payable	436	1,436
Other Liabilities	<u>525,568</u>	<u>517,895</u>
Total Liabilities	526,005	519,331
Net Assets		
Beginning Fund Balances	492,405	492,405
YTD Activities	<u>10,920</u>	<u>12,409</u>
Total Net Assets	<u>503,325</u>	<u>504,814</u>
Total LIABILITIES AND NET ASSETS	<u><u>1,029,330</u></u>	<u><u>1,024,145</u></u>

Norwalk Redevelopment Agency Inc.
Statement of Revenues and Expenditures - Board Qtrly - 2nd Quarter YTD Comparative
300 - CDBG (NRLF) - Fund 300
From 7/1/2019 Through 12/31/2019
(In Whole Numbers)

	<u>Year-To-Date Actual</u>	<u>Prior Year-To-Date Actual</u>
REVENUES		
Grant Revenues		
Grants - CDBG City Neighborhoods	148,359	279,035
Total Grant Revenues	148,359	279,035
Other Revenues		
Interest Income from Notes	2,401	3,059
Interest Income - Other	1	1
Miscellaneous Revenues	0	4,151
Total Other Revenues	2,402	7,211
Total REVENUES	150,761	286,245
EXPENDITURES		
Administrative Expenses		
Professional Fees - Legal	0	2,295
Consultants/Contracted Svcs	0	1,300
Occupancy	456	864
Office Expenses	0	276
Training	0	189
Agency Marketing	0	1,205
Miscellaneous	1,707	1,794
Total Administrative Expenses	2,163	7,923
Project Expenses		
CDBG Program Expenses	136,465	86,979
Other Project Expenses	183,370	230,012
Project Expenses	0	154
Total Project Expenses	319,835	317,144
Total EXPENDITURES	321,998	325,068
NET OPERATING SURPLUS/(DEFICIT)	<u>(171,236)</u>	<u>(38,822)</u>

Norwalk Redevelopment Agency Inc.
Balance Sheet - Board Qtrly - 2nd Quarter YTD Comparative
300 - CDBG (NRLF) - Fund 300
As of 12/31/2019
(In Whole Numbers)

	<u>Current Year</u>	<u>Prior Year</u>
ASSETS		
Current Assets		
Cash	163,131	106,378
Investments	3,315	3,313
Grants Receivable	<u>0</u>	<u>278,325</u>
Total Current Assets	166,445	388,016
Other Assets		
Due from (to) Other Funds	29,830	168,775
Loans Receivable	446,257	476,208
Less: Bad Debt Reserve	<u>(354,575)</u>	<u>(354,575)</u>
Total Other Assets	<u>121,512</u>	<u>290,409</u>
Total ASSETS	<u><u>287,957</u></u>	<u><u>678,425</u></u>
LIABILITIES AND NET ASSETS		
Liabilities		
Accounts Payable	182,490	194,530
Other Liabilities	92,232	338,245
Deferred Revenues	<u>7,000</u>	<u>7,000</u>
Total Liabilities	281,722	539,775
Net Assets		
Beginning Fund Balances	177,472	177,472
YTD Activities	<u>(171,236)</u>	<u>(38,822)</u>
Total Net Assets	<u>6,235</u>	<u>138,650</u>
Total LIABILITIES AND NET ASSETS	<u><u>287,957</u></u>	<u><u>678,425</u></u>

Norwalk Redevelopment Agency Inc.
Statement of Revenues and Expenditures - Board Qtrly - 2nd Quarter YTD Comparative
500 - Programs, DECD, Cap Bud - Fund 500
From 7/1/2019 Through 12/31/2019
(In Whole Numbers)

	<u>Year-To-Date Actual</u>	<u>Prior Year-To-Date Actual</u>
REVENUES		
Grant Revenues		
Grants - State DECD	26,070	512,682
Grants - Choice Neighborhoods	656,458	931,482
Grants - Other	1,600	2,150
Grants - City Capital Budgets	<u>1,310,638</u>	<u>630,328</u>
Total Grant Revenues	1,994,766	2,076,642
Other Revenues		
Interest Income from Notes	0	16
Interest Income - Other	2	2
Miscellaneous Revenues	<u>0</u>	<u>2,184</u>
Total Other Revenues	<u>2</u>	<u>2,202</u>
Total REVENUES	<u>1,994,769</u>	<u>2,078,844</u>
EXPENDITURES		
Administrative Expenses		
Professional Fees - Legal	0	7,831
Consultants/Contracted Svcs	253,490	226,212
Occupancy	0	299,060
Office Expenses	850	412
Year End Zero Out To Breakeven	(32,113)	(27,367)
Agency Marketing	0	141
Miscellaneous	<u>828</u>	<u>1,154</u>
Total Administrative Expenses	223,055	507,443
Project Expenses		
Capital Budget Expenses	250,000	250,000
Other Project Expenses	8,639	11,115
Project Expenses	<u>1,582,935</u>	<u>1,368,491</u>
Total Project Expenses	<u>1,841,575</u>	<u>1,629,606</u>
Total EXPENDITURES	<u>2,064,630</u>	<u>2,137,048</u>
NET OPERATING SURPLUS/(DEFICIT)	<u>(69,861)</u>	<u>(58,205)</u>

Norwalk Redevelopment Agency Inc.
Balance Sheet - Board Qtrly - 2nd Quarter YTD Comparative
500 - Programs, DECD, Cap Bud - Fund 500
As of 12/31/2019
(In Whole Numbers)

	<u>Current Year</u>	<u>Prior Year</u>
ASSETS		
Current Assets		
Cash	870,942	882,578
Investments	111,499	111,239
Accounts Receivable	<u>405,715</u>	<u>693,902</u>
Total Current Assets	1,388,156	1,687,719
Other Assets		
Due from (to) Other Funds	(712,259)	(918,436)
Loans Receivable	112,246	112,740
Less: Bad Debt Reserve	<u>(112,246)</u>	<u>(112,740)</u>
Total Other Assets	<u>(712,259)</u>	<u>(918,436)</u>
Total ASSETS	<u>675,897</u>	<u>769,283</u>
LIABILITIES AND NET ASSETS		
Liabilities		
Accounts Payable	48,961	48,940
Other Liabilities	631,908	714,152
Deferred Revenues	<u>64,889</u>	<u>64,395</u>
Total Liabilities	745,758	827,488
Net Assets		
YTD Activities	<u>(69,861)</u>	<u>(58,205)</u>
Total Net Assets	<u>(69,861)</u>	<u>(58,205)</u>
Total LIABILITIES AND NET ASSETS	<u>675,897</u>	<u>769,283</u>

Norwalk Redevelopment Agency Inc.
Statement of Revenues and Expenditures - Board Qtrly - 2nd Qtr All NRA Entities Combined
From 7/1/2019 Through 12/31/2019
(In Whole Numbers)

	NRA Operating - Fund 100	Brookfield Operating Fund 115	CDBG (RLF) - Fund 200	CDBG (NRLF) - Fund 300	Programs, DECD, Cap Bud - Fund 500	Total
REVENUES						
Grant Revenues						
Grants - City Positions	72,150	0	0	0	0	72,150
Grants - State DECD	0	0	0	0	26,070	26,070
Grants - NRA Project Funds	411,661	0	0	0	0	411,661
Grants - CDBG City Neighborhoods	89,987	0	0	148,359	0	238,346
Grants - CDBG Program Admin	88,309	0	0	0	0	88,309
Grants - Choice Neighborhoods	0	0	0	0	656,458	656,458
Grants - Other	3,280	0	0	0	1,600	4,880
Grants - City Capital Budgets	0	0	0	0	1,310,638	1,310,638
Total Grant Revenues	665,388	0	0	148,359	1,994,766	2,808,514
Other Revenues						
Contributions - Developer	0	86,350	0	0	0	86,350
Interest Income from Notes	5,867	0	14,428	2,401	0	22,696
Interest Income - Other	15,615	0	0	1	2	15,618
Miscellaneous Revenues	459	0	0	0	0	459
Rental Income	18,492	0	0	0	0	18,492
Total Other Revenues	40,432	86,350	14,428	2,402	2	143,615
Total REVENUES	705,820	86,350	14,428	150,761	1,994,769	2,952,128

EXPENDITURES						
Personnel						
Salaries	372,959	0	0	0	0	372,959
Taxes & Benefits	146,723	0	0	0	0	146,723
Total Personnel	519,681	0	0	0	0	519,681
Administrative Expenses						
Professional Fees - Legal	171,072	7,150	0	0	0	178,222
Professional Fees - Other	6,250	0	0	0	0	6,250
Consultants/Contracted Svcs	5,000	0	0	0	253,490	258,490
Occupancy	54,570	0	0	456	0	55,026
Office Expenses	10,743	0	0	0	850	11,593
Insurance	340	0	0	0	0	340
I.T. Expense	5,041	0	0	0	0	5,041
Training	3,246	0	0	0	0	3,246
Year End Zero Out To Breakeven	0	0	0	0	(32,113)	(32,113)
Agency Marketing	5,655	0	0	0	0	5,655
Miscellaneous	132	0	3,508	1,707	828	6,174
Encumbrance	0	0	0	0	0	0
Total Administrative Expenses	262,050	7,150	3,508	2,163	223,055	497,925
Project Expenses						
Capital Budget Expenses	0	0	0	0	250,000	250,000
						- / 3 -

Norwalk Redevelopment Agency Inc.
Statement of Revenues and Expenditures - Board Qtrly - 2nd Qtr All NRA Entities Combined
From 7/1/2019 Through 12/31/2019
(In Whole Numbers)

	NRA Operating - Fund 100	Brookfield Operating Fund 115	CDBG (RLF) - Fund 200	CDBG (NRLF) - Fund 300	Programs, DECD, Cap Bud - Fund 500	Total
CDBG Program Expenses	0	0	0	136,465	0	136,465
Other Project Expenses	0	70,010	0	183,370	8,639	262,020
Project Expenses	0	9,190	0	0	1,582,935	1,592,125
Total Project Expenses	0	79,200	0	319,835	1,841,575	2,240,610
Total EXPENDITURES	781,731	86,350	3,508	321,998	2,064,630	3,258,216
NET OPERATING SURPLUS/(DEFICIT)	(75,911)	0	10,920	(171,236)	(69,861)	(306,088)

Norwalk Redevelopment Agency Inc.
Balance Sheet - Board Qtrly - 2nd Qtr All NRA Entities Combined
As of 12/31/2019
(In Whole Numbers)

	NRA Operating - Fund 100	Brookfield Operating Fund 115	CDBG (RLF) - Fund 200	CDBG (NRLF) - Fund 300	Programs, DECD, Cap Bud - Fund 500	Total
ASSETS						
Current Assets						
Cash	398,754	7,381	413,555	163,131	870,942	1,853,762
Investments	5,339,546	512,638	175,873	3,315	111,499	6,142,871
Accounts Receivable	211,478	0	0	0	405,715	617,193
Grants Receivable	0	0	0	0	0	0
Total Current Assets	5,949,778	520,019	589,428	166,445	1,388,156	8,613,826
Other Assets						
Due from (to) Other Funds	531,498	0	159,974	29,830	(712,259)	9,042
Property & Equipment	27,194	0	0	0	0	27,194
Loans Receivable	495,522	0	1,996,424	446,257	112,246	3,050,449
Less: Bad Debt Reserve	(282,729)	0	(1,716,496)	(354,575)	(112,246)	(2,466,045)
Other Assets	6,250	0	0	0	0	6,250
Total Other Assets	777,735	0	439,902	121,512	(712,259)	626,890
Amounts To Be Provided By Governmental Fund	0	0	0	0	0	0
Total ASSETS	6,727,513	520,019	1,029,330	287,957	675,897	9,240,716
LIABILITIES AND NET ASSETS						
Liabilities						
Accounts Payable	91,842	0	436	182,490	48,961	323,729
Payroll & Benefits Payable	341,255	0	0	0	0	341,255
Other Liabilities	152,424	520,019	525,568	92,232	631,908	1,922,151
Notes Payable	206,870	0	0	0	0	206,870
Deferred Revenues	2,349,256	0	0	7,000	64,889	2,421,145
Compensated Absences	0	0	0	0	0	0
Total Liabilities	3,141,647	520,019	526,005	281,722	745,758	5,215,150
Net Assets						
Beginning Fund Balances	3,661,777	0	492,405	177,472	0	4,331,654
Designated Net Assets	0	0	0	0	0	0
YTD Activities	(75,911)	0	10,920	(171,236)	(69,861)	(306,088)
Total Net Assets	3,585,866	0	503,325	6,235	(69,861)	4,025,566
Total LIABILITIES AND NET ASSETS	6,727,513	520,019	1,029,330	287,957	675,897	9,240,716

NORWALK DEVELOPMENT AGENCY

CHAIRMAN
Felix R. Serrano

COMMISSIONERS
Lisa M. Cooper
John E. Igneri
William R. Speirs
David G. Westmoreland

EXECUTIVE DIRECTOR
Brian T. Bidolli

TO: Members, Norwalk Redevelopment Agency

FROM: Brian Bidolli, Executive Director
Eugenia Lupinski, Finance Director

RE: Renewal of Letter of Credit with People's United Bank

DATE: February 11, 2020

The Agency's \$2 million line of credit with People's United Bank which was first obtained on February 8, 2011 will be expiring unless it is renewed on February 8, 2020. The extension of the line of credit is available under the existing terms and conditions contained in the Commercial Revolving Note dated February 8, 2011 which states the Agency shall pay interest on the outstanding and unpaid principal balance of the Note at a variable rate per annum equal to People's Prime Rate minus 125 basis points and an origination fee of \$3,000.

REQUESTED ACTION: Renew letter of credit with People's United Bank to extend maturity date to February 8, 2023.

NORWALK DEVELOPMENT AGENCY

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EXECUTIVE DIRECTOR
Brian T. Bidolli

TO: REDEVELOPMENT AGENCY COMMISSIONERS
FROM: TAMI STRAUSS, DEPUTY DIRECTOR
DATE: FEBRUARY 3, 2020
**RE: DESIGN REVIEW OF 9-13 LEONARD STREET in the WALL STREET-
WEST AVENUE REDEVELOPMENT AREA**

The project proposed at 9-13 Leonard Street is being considered for design approval by the Redevelopment Agency. In January, the Zoning Commission approved the project, pending the Agency's approval of design. This is the first major project for consideration under the Wall Street-West Avenue Redevelopment Plan (2019) and updated Central Business District (CBD) zoning regulation which was adopted in 2019 to more effectually implement the Redevelopment Plan.

This 5-story mixed use project consists of:

- 40,000 square feet
- 26 residential units, including 3 workforce housing units
 - o 3 one-bedroom units
 - o 20 two-bedroom units
 - o 3 three-bedroom units
- 34 parking spaces
- Ground floor public open space and commercial space

The Wall Street-West Avenue Redevelopment Plan project design review has been undertaken in conjunction with a Planning & Zoning site plan review under contract with DeCarlo&Doll, the P&Z designated review firm. Robert Grzywacz of DeCarlo & Doll will be present at the Agency meeting to present the attached final design review report.

ACTION REQUESTED

Approve the final project site design for 9-13 Leonard Street as consistent with the design guidelines set forth in the Wall Street-West Avenue Redevelopment Plan, as recommended by the Third Party Design reviewer, DeCarlo & Doll.

Peer Review Report

**9 Leonard Street
Norwalk, CT**

**Submitted
to the**

**Redevelopment Agency
and
Zoning Commission**

City of Norwalk

January 15, 2020



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Overview

9 Leonard Street consists of a mixed use development of commercial space and residences in one structure that increases the density of development on this site. It represents a new density of development for its immediate surroundings.

This project represents the intensity of development envisioned by the new Central Business District rezoning of June 28, 2019, and the Wall Street—West Avenue Neighborhood Plan of February, 2019.

The following report will assess the response of this proposal to the specific applicable criteria established by the City.

Documents Reviewed

For this report, the following documents have been reviewed:

- A. 9 Leonard Street Apartments - Architectural, dated September 13, and revised October 16, and December 30, 2019, 14 Sheets, prepared by Gill & Gill Architects, LLC, And the following Supplemental Drawings submitted January 10, 2020:

- SK-1 Proposed Wall Sections with Building Code Notes
- SK-2 Proposed Wall Sections
- SK-3 Proposed Wall Details
- SK-4 Proposed Wall Details
- SK-5 Proposed Wall Details
- SK-6 Proposed Wall Details
- SK-7 Proposed Wall Details
- SK-8 View West Rendering
- SK-9 Aerial View Rendering
- SK-10 Open Parking Calculations with Plan Diagram

- LS-1r First Floor Landscape & Lighting Plan revised
- B. Proposed 5 Story Apartment Building, 9, 11 & 13 Leonard Street, Norwalk, CT, Civil Engineering, revised variously, September 19, October 16, and December 30, 2019, 11 Sheets including Existing Conditions & Topographic Survey dated May 24, 2018, prepared by Atlantic Consulting & Engineering with Fuller Engineering & Land Surveying.

Context Map



Development Direction of 9 Leonard Street

9 Leonard Street is the first project built approximating the maximum size permitted by zoning in its immediate environment.

The site is a consolidation of three lots, 9, 11 and 13 Leonard Street, located on the north side of the “Z” jog in that street. The resultant “L” shaped lot with narrow dimensions and common internal property lines with four other lots challenges thoughtful development.

To better envision the likely future context of #9 Leonard, reasonable assumptions about future adjacent development in relationship to this project can be made:

- To the east, the large parking lot at 23 Isaacs, will likely form the nucleus of a larger development; it might further expand by the addition of either 18 Isaacs, 21 Isaacs or both. In any case, much more intense development as envisioned by Zoning will likely be the future to the east and possibly to the north as well.



23 Isaacs Parking

- To the west, the apartment building at 1 Leonard might in the long term be a development site. As it stands, it looks to have about 25% building coverage with a FAR around 1. But the building is a substantial 4 story structure and the ownership does not suggest an immediate drive for profit. This property could remain unchanged for decades.



1 Leonard Street

- That leaves #7 Leonard, sandwiched between #1 and the proposed project. By width, its lot, as a stand alone project, is not amenable to efficient parking development. Absent this, #7 is likely to remain as it is.



7 Leonard Street

The development consists of a single building five stories above grade consisting of one on grade parking level that also includes a small commercial space and the building entry and four stories of residential totaling 26 units above the parking podium.

Side yards are effectively to the property line on the west and less than 5' on the east. The former steps back at the 2nd floor to 6'-1" jogging to 10'-4' for most of its length providing for daylight access for unit windows at this level and above. The east elevation has no window openings. Both side yards anticipate the possibility of the construction of future permitted zero lot line (effectively party wall) neighboring buildings. The rear yard at 20' provides for greater light and air should a neighboring zero lot line building be constructed to the north.

Zoning and the Redevelopment Design Guidelines permits row development but, perhaps, did not anticipate implication of development not building to lot lines. Permitting 0' side yards works if both neighbors are building party wall row buildings. But, if one developer want to include a side yard, the minimum size of that yard (greater than 0') is governed by the building code. See that section for further discussion of this issue.

As it is, there currently are two buildings bordering the site to the north approximately 9' from the property line and approximately 20' tall. While these do not resent the full developable height, they do begin to suggest the impact of adjacent development on proposed project's rear yard, the principle facing for light and view of nearly half the project's units.



Zoning Compliance

A. Schedule Limiting Height and Bulk of Buildings – Central Business District

a. Height:

Allowed: 6 stories, 75'

Proposed: 5 stories, 58.57' (C-101 Building Height Calculation)

The proposed project conforms to the height standards.

b. Yards:

Required:	Front	None	Max. 10'
	Side	None	
	Agg. Side	None	
	Rear	10'	

Proposed	Front	Varies: 1.3" min. 6' +/- max.
	Side	0.2' west and 4.3' east
	Ag. Side	4.5'
	Rear	20'

The proposed project complies with the yard requirements.

c. Recreational Area and Open Space (calculated on 16,008 SF Lot Area, C-100)

i. Recreational Area (see A-1)

Required min.: 150 SF/dwelling unit—3,900 Sf for 26 DU

Proposed: 5,894 SF

Provided Recreational Area meets the requirements. 1,043 SF is provided by two at grade spaces; 1,387 SF by the 5th floor roof deck and 3,464 by 5th floor interior community spaces.

ii. Open Space (see A-1)

Required min.: 20% of lot area (mixed use), 3,200 SF

Proposed: 3,407 SF

The provided Open Space meets the requirements. 2,020 SF is provide collectively in 4 ground level spaces and 1,387 SF on the 5th floor roof deck.

iii. Public Open Space (see A-1)

Required min.: 10% of lot area, 1,600 SF

Proposed: 1,611 SF

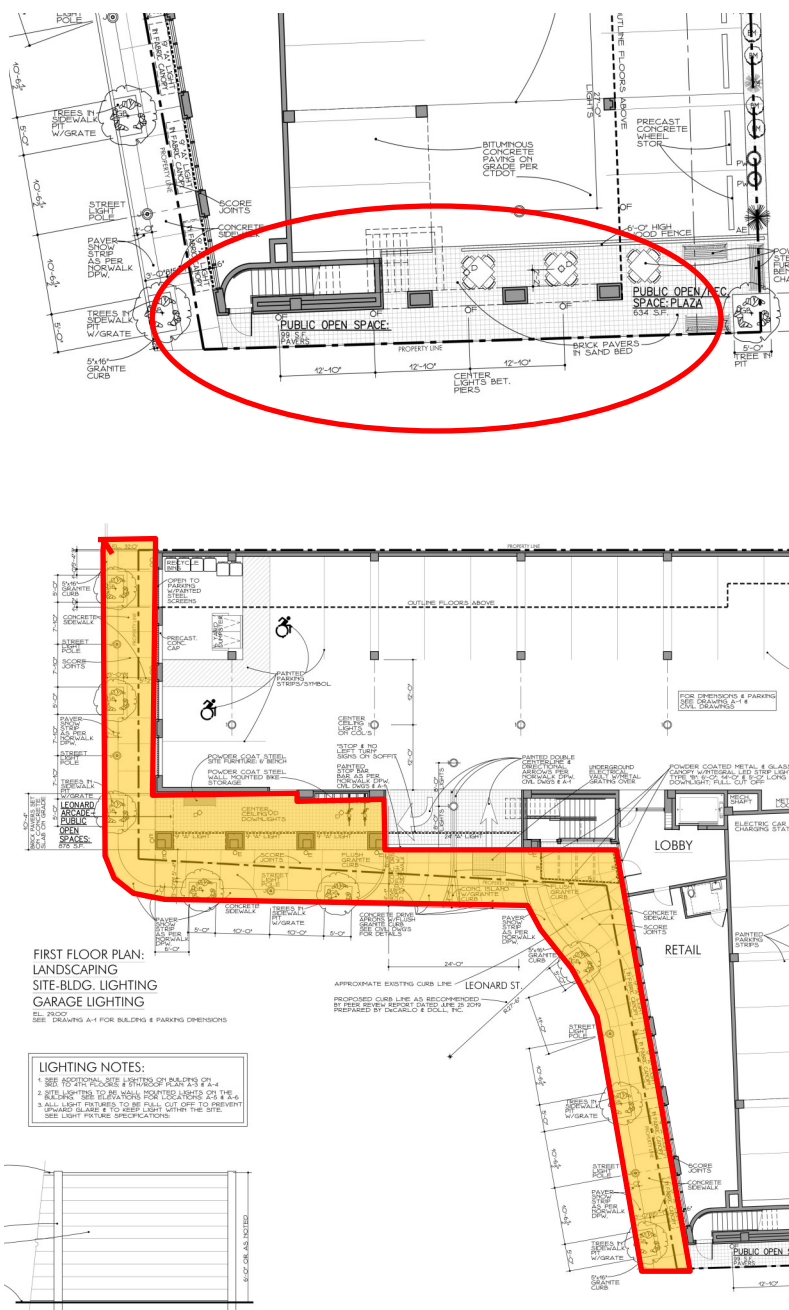
The provided Public Open Space meets the requirements.

Note:

Regulations covering Open Pace and Public Open Space in particular work, to some extent, at cross purposes with other regulations promoting a continuous “build to” line for a street wall. On projects such as this one, designing to provide the street wall inherently reduces the areas available for Public Open Space. In cases such as this project’s, there simply isn’t sufficient area within front property line and the building front to create the required Public Open Space.

On this project, while the requirements for Open Space and Public Open Space have been met they have been met by counting two specific spaces, “North/East Passage” and North/East Open Space/Plaza” of questionable benefit to the public. When future construction is built on the adjacent lot, these spaces will be in permanent shadow and likely not desirable places to congregate. Moreover, as dead-end spaces, these are liable to be perceived as unsafe. It is recommended that access to these spaces be restricted and they not be counted toward open space requirements.

In-lieu of counting these spaces as required open space, it is recommended that the public sidewalk space bordering Leonard Street from the curb to the building line be counted as open space. The rationale for so counting these is that these are public improvements being provided as part of the Project benefitting the pedestrian realm. Precedent for this exists in the recently approved 64 South Main Street project where similar spaces were counted as qualified open spaces.



d. Floor Area Ratio

Allowed max.: 3.0

Proposed: 2.48 (see A-1) (excluded area devoted to parking)

Note: a FAR bonus for rooftop solar panels, while not used, could have been applicable to this project.

The FAR requirements of the regulations are met by the proposed project.

e. All other Schedule requirements are met.

B. Parking – 118-1200

a. Quantity

Required min.: 1.3 spaces per dwelling unit

1 space per 1,000 SF of active commercial in CBD

Proposed: 1.3 spaces per D.U. 34 total

1 space for commercial—reduced to Zero for Mixed Use
Overlap

34 spaces total

The parking requirements are met by the proposed project.

b. Loading

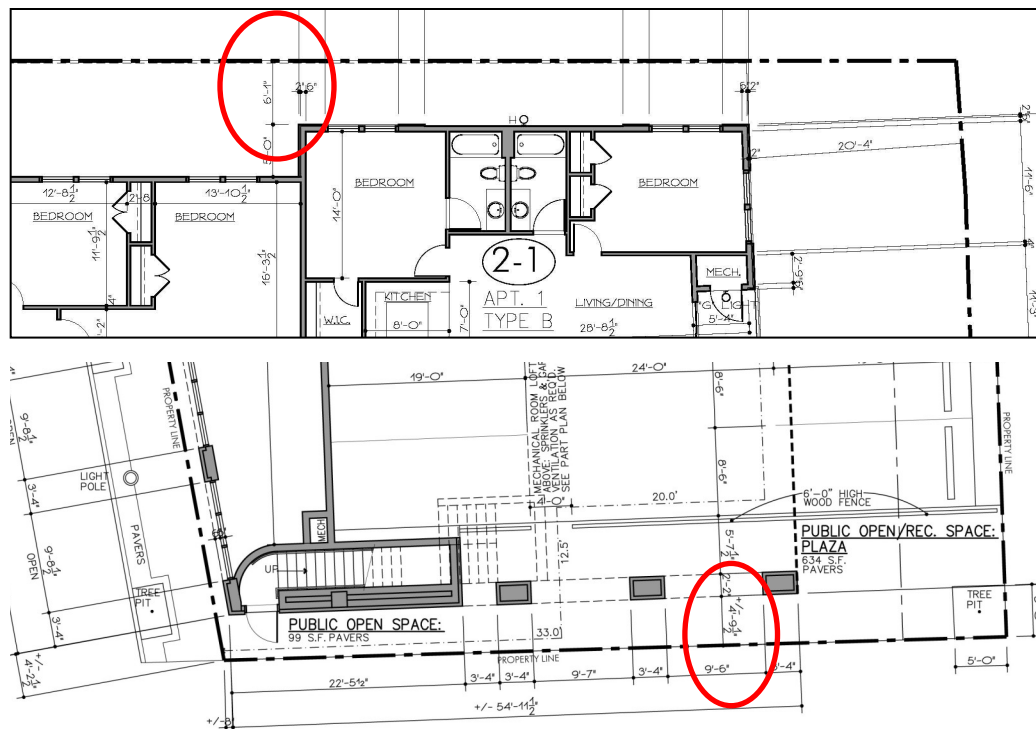
118-1260 A. specifies that loading space be provided for “stores”, while the table “Loading Space Requirements” requires no spaces for uses smaller than 3,000SF. As the size of the retail space is 873 Sf, no loading space is required.

b. The remainder of the zoning parking requirements are met.

Connecticut State Building Code Impact

Select requirements of the State Building Code were reviewed to the extent that they could affect the planning and exterior appearance of the proposed project.

- A. 406.5 Sets for the requirements for an Open Parking Garage. As designed the project meets the definition of an Open Parking Garage and no mechanical ventilation is required. (see SK-10)
- B. Table 504.4 R-2 Use (multifamily) can be built to 4 stories above a podium (the garage base) only if it is fully protected by automatic sprinklers and if it is at least Type VA construction. VA construction requires all structural elements to be 1 hr rated. A sprinkler room has been shown and construction Type VA is indicated on the wall details. (see SK-1)
- C. Table 602: As the west, north and east walls of the project are within 30' of their respective property lines, the exterior walls must be 1 hr fire rated construction as is indicated in the submission. (see SK-1)
- D. 705.5: Exterior walls less than 10' from the interior property lines must be fire rated for fires originating outside the building as well as inside. Provide verification of fire rating of proposed exterior wall systems with these proximities.



- E. Table 705.8: Maximum area of opening for walls facing interior property lines. Drawing A-6 provides calculations showing compliant opening areas.
- F. 1206.2 For a 5 story building, the minimum width of yard outside windows must be 6'. This is met on the west façade.

118-504 Central Business Design District

- A. The proposed development meets at least two of the purposes for which the District was created:
 - 1. Establish an urban fabric that is walkable, engaging and complimented by sustainable design.
 - 2. Preserve, create and enhance pedestrian-oriented streets.
- B. Uses and Structures
 - 1. The proposed development conforms to the uses and structures permitted, specifically a mixed use of (1)(s) multifamily dwellings with on-site bicycle storage, electric vehicle charging stations and workforce housing, and retail stores and personal business service establishments (1)(cc).
- C. Lot and Building Requirements
 - 1. The proposed development conforms to the Lot and Building Requirements.
- D. Amenity Incentives
 - 1. The project does not utilize Amenity Incentives

Wall Street-West Avenue Neighborhood Redevelopment Design Guidelines

Site Design Specifications

A. Building Orientation

The building front façade and entrance do face the public street as required

B. Site Access, Parking and Loading

The number of vehicular access points has been minimized.

There are no pedestrian crossings in this project subject to this Specification

The other requirements of this section are not applicable to this project.

C. Green Infrastructure

These requirements do not pertain to this project.

D. Sidewalks, Street Furniture and Landscaping (see C-200 and LS-1)

Sidewalks

The sidewalks conform to a modification of the City Standard Details acceptable to the Department of Public Works. This will set the de facto standard for future Leonard Street sidewalk improvements.

Streetscape Amenities

Amenities include (see LS-1):

- Benches—generally specified as powder coated steel.
- Tables and Chairs—generally specified as powder coated steel.
- Trees—3 1/2" to 4" caliper spaced 20' to 25'. The specified tree, Ginkgo Balboa comes in numerous varieties. Many have a mature height of 30' to 40' which, in this use, would impinge on the building. One variety, 'Fairmont' has a mature diameter of 15'-18' and would likely avoid this conflict. Also, male trees should be specified to avoid the disagreeable fruit produced by the females.
- Street Lights—are city standard with a 12' pole.
- Awnings—both above the building entrance and over commercial space windows.
- Bike Rack—generally specified as powder coated steel.

Landscaping

Planting material consists of the street trees and a shrub bed along the north property line. Wood fencing is specified in several areas not visible from the street

E. Open Spaces and Parklets

Two small spaces one at the northwest corner of the site, the other along its eastern boundary have been included. These are primarily private and likely will be most of use to building tenants.

F. Lighting

No light level calculations have been provided. These calculations should be provided once for both the pedestrian walking plane and the building front facades.

G. Signage

The proposed building indicates only one type of signage—garage entry signage, shown at an appropriate 6" height.

Project Shortcoming

Building address and commercial space signage needs to be specified

Lettering should vary in height to distinguish a hierarchy of information with that for the commercial spaces larger than the garage entries and that for building address larger still.

As the project design develops, sign materials and design will need submission for review.

Building/Architectural Design

A. Building Massing

As the first substantial building in its immediate environs, the site of the proposed building does not have neighboring structures with which it could harmonize.

Breaking up Building Mass

The proposed structure does reduce its perceived bulk by being articulated as several related elements.

Required Building Step Back

The proposed design does step back at the fifth floor as required.

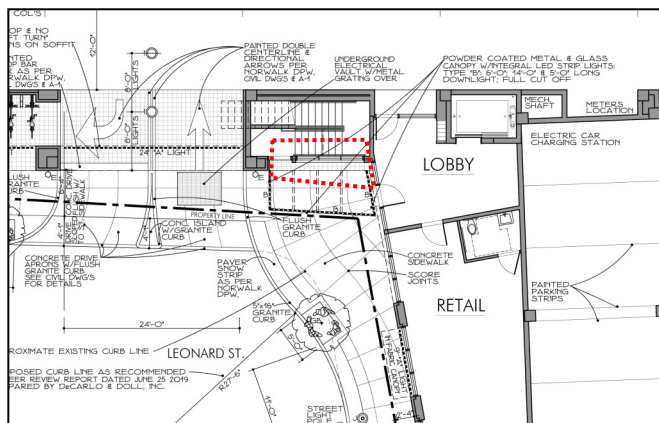
Corner, Intersection or Gateway Articulation

This requirement is not applicable to this site.

Strengthen the Prominence of Building Entry

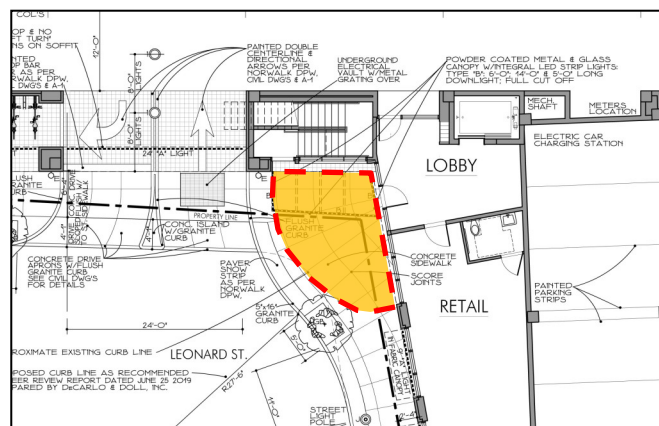
While strengthening the prominence of the building entrance is not specifically mentioned as a goal within the Wall / West neighborhood, it is specifically called out in SoNo. It is the position of this Report that this goal is equally important in Wall / West as it is in SoNo.





to cover the small amount of sidewalk between the property line and the building with an entry canopy. Clearly, though, in three dimensions an element of this size does not give due prominence appropriate for a main building entry.

We recommend, therefore, that the City permit the Applicant to extend its entry canopy over a portion of the street right-of-way line as suggested in the plan to the right. This is an area wholly cov-



Suggested extent of entry canopy

ered by Applicant provided sidewalk improvements. Such a canopy would be far more functional for those entering the building and would be more scaled to the appropriate size of an entry canopy for a building of this scale.

Sustainable Design

There is no mention of sustainable design features in the project.

B. Rooflines

Variation of Massing

The three building blocks topped by cornices articulates the overall massing in a pleasing way.

Roof Forms

As this building has “flat” roofs with parapets, this design requirement is not applicable.

Base, Middle and Top Differentiation

The proposed design does have a darker brick base, intermediate residential floors and a cornice meeting this requirement.

C. Building Facades

Because of the likely proximity of future buildings that will block views of the proposed building from the north, east and west, these comments will focus on the building facades that face the three Leonard Street frontages.

Design Broken into Horizontal and Vertical Rhythmic Parts

The building is divided into a base, a middle and a top. The middle is further articulated by vertical window columns aligned horizontally by floor. With these, this requirement is met.



Base, middle, top differentiation

Ground Floor Street Façade at least 75% Transparent

A transparency calculation is shown on A-1, upper left corner, showing that the 75% transparency requirement has been met.

Render with Texture and Depth

The building is proposed to be clad in full 4" nominal depth brick on the 1st floor, thin brick on the stories above and to be crowned with an EIFS (Exterior Insulation Finish System) cornice. An extruded aluminum storefront window system with a powdercoat finish is proposed for the first floor with vinyl windows for the upper floors. These materials are considered to be of appropriate quality for a building under these regulations.

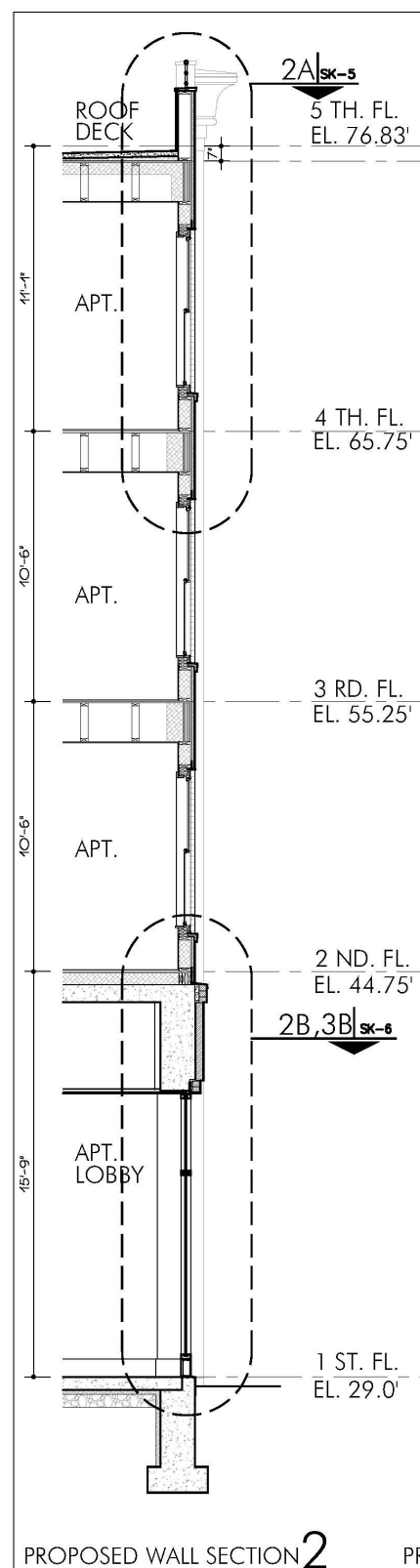
The 4" base brick veneer is particularly important as, historically, this type of construction is recognized as durable and appropriate for long-term low maintenance use in an urban environment.

The wall sections and section details provided as part of this application provide substantial information as to the three dimensional and material character of the building proposed.

The wall sections document a successful modulation of the wall surface with primary brick piers proud of the enframed windows by about 6", sills about 1" and the key stringcourse between the base and the upper stories 1 1/2".

An EIFS composite cornice crowns three blocks of the façade providing a logical termination to the composition. The two cornice profiles project 1'-0" and 1'-2".

Other façade elements include cast stone lintels and cast stone wall caps on the first floor.



Differentiate Building Components at an interval of 50' Maximum

The proposed building meets this requirement.

Limit Franchise Branding Features

This requirement is not applicable at this stage of this project.

Building Utilities Visibility

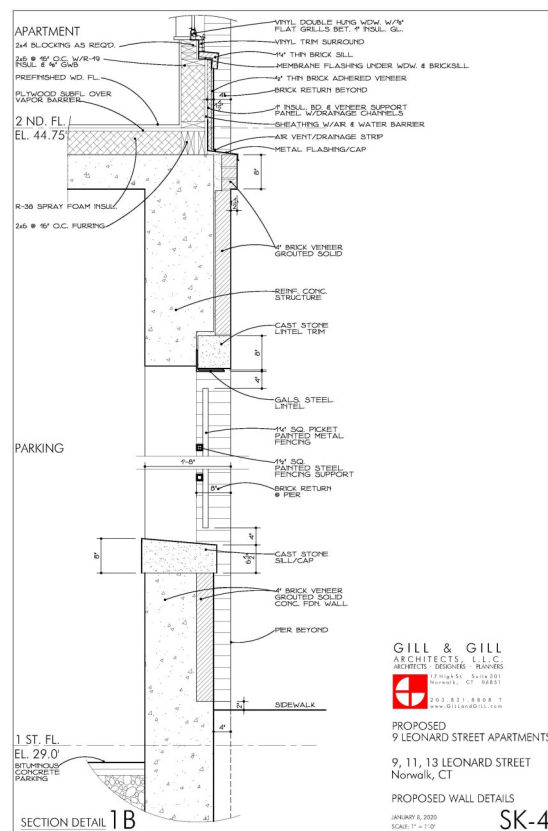
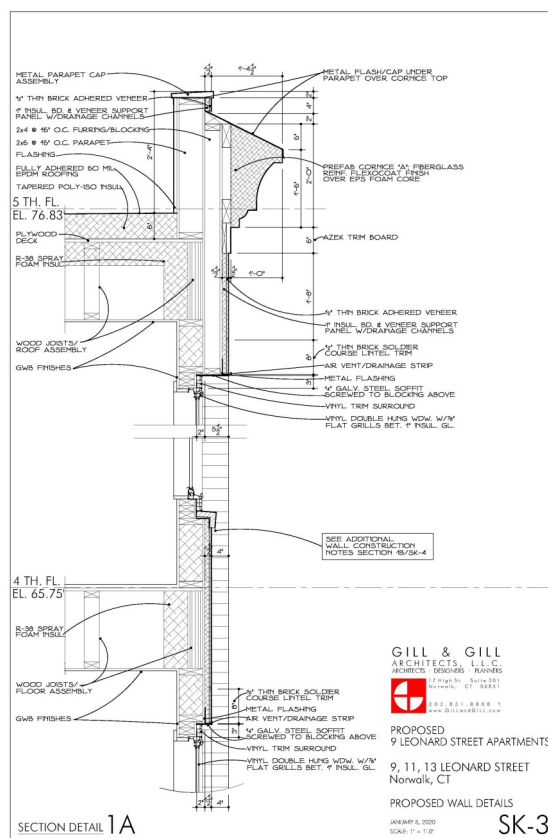
The proposed project will have an underground transformer vault (see C-300), internal meter banks (A-1), and no other mechanical or utility apparatus is shown on the building exterior (see A-5 & A-6). Individual unit mechanical systems receive air through louvers proportioned as windows (on the east leg of Leonard Street), similarly on the west façade, and off balconies (and therefore minimally visible) on the north façade. Electric, water and gas meters dryer and kitchen vents, and any other such equipment has not been shown on the building exterior. No overhead wiring is shown; all wiring and other utility connections are assumed to be underground.

D. Historic Structures

This requirement is not applicable to the proposed project.

E. Sustainability / Green Design

Within the limits of a project this size, the proposed design seems to comply with this requirement. See "A" above.



Recommendations Summary

In developing a building proposal for this site, the Applicant has faced several challenges somewhat unique to this site:

1. The fusion of the three separate parcels creates a combined site that, while larger than its constituent parts, in its final “L” configuration had legs significantly narrower than what would produce an efficient parking layout. As is typical of a multi-family housing development, parking quantity tends to be the largest factor in defining the size of a possible project and parking layout a functional ground floor plan.
2. The “L” shape site itself, in conjunction with the City’s “build to” regulations, produces an “L” shaped building, the logical entry for which is at the internal corner. Internal corner entries are difficult to design with a prominence appropriate for a building of this scale.
3. The narrowness and historic “Z” configuration of Leonard Street impinge on project design in at least two ways: the double turns of the street limit safe vehicle egress to only two spots, and the narrow street requires the applicant to reserve a portion of their property for the required width of sidewalk improvements.
4. The lack of comparably scaled surrounding development deprives this project of an appropriate context to which it might respond and from which it could borrow design strategies.

Within these constraints, the proposed project does meet all the major requirements of both Zoning and the Redevelopment Plan Guidelines as reviewed for this Report.

We therefore recommend this project’s approval. The following items should be considered as possible improvements to its design:

1. Provide City permission to extend the entry canopy over the street front property line to permit an element that better defines the building entry and provides a decent amount of pedestrian protection upon building entry.
2. Allow the area of the Leonard Street sidewalk improvements to be counted as Public Open Space permitting the elimination of the east boundary Plaza and accessway. Precedent for so counting sidewalk improvements exists in the recently approved design for 64 South Main Street in SoNo.

The following are items that have been noted as needing further clarification and possible Commission and Agency approval when appropriate in the project’s design process:

1. Exterior walls less than 10’ from the interior property lines must be fire rated for fires originating outside the building as well as inside. Provide verification of fire rating of proposed exterior wall systems.
2. Note was made under “Streetscape Amenities” of the street tree selection, “Ginkgo Balboa”. Specifically, “One varietal, ‘Fairmont’ has a mature diameter of 15’-18’ and would likely avoid conflict of the trees growing into the building facade. Also, male trees should be specified to avoid the disagreeable fruit produced by the females.”

3. Mechanical equipment or other utilities visible on the exterior of the building and not shown on the Application documents and would require separate review if needed.
4. At the time of this Report's preparation, the Applicant stated building materials would be submitted for review at the Commission Public Hearing. These have not been reviewed at this time but should include samples of the two brick materials proposed, aluminum and vinyl windows.
5. Exterior ground plane lighting levels and lighting levels on the plane of the front facades need to be submitted.
6. Building address and commercial space signage needs to be specified. As the project design develops, sign materials and design will need submission for review.



NORWALK DEVELOPMENT AGENCY

CHAIRMAN
Felix R. Serrano

COMMISSIONERS
Lisa M. Cooper
John J. Igneri
William R. Speirs
David G. Westmoreland

EXECUTIVE DIRECTOR
Brian T. Bidolli

TO: REDEVELOPMENT AGENCY COMMISSIONERS
FROM: BRIAN T. BIDOLLI, EXECUTIVE DIRECTOR
DATE: FEBRUARY 11, 2020
RE: AUTHORIZATION OF BUDGET ALLOCATION AND EXECUTION
OF AGREEMENTS FOR OFFICE LEASEHOLD IMPROVEMENTS

The agency has recently taken possession of the first floor of office space at 3 Belden Avenue. Upon inspection, a number of improvements were identified as necessary to accommodate the functional needs of the agency. As such, a scope and bid was issued to identify contractors and obtain pricing for the requisite office leasehold improvements.

Staff obtained proposals from three firms, and has identified the most economical and qualified vendors to be Norwalk-based North Atlantic Contracting Corporation for general construction services, and Carpet King for flooring material and installation (scope of services attached). Based on the rate and scope of the work required for the renovations of the first floor office area, staff is requesting approval of \$25,000 for the costs of the leasehold improvements. A budget line item modification is not required as this amount will be capitalized as a depreciable asset on the balance sheet, and the related depreciation expense is within the Agency's remaining Occupancy Expense Budget

Action Requested

Approve budget allocation for Leasehold Improvements in the amount of \$25,000.

Approve the Executive Director to execute a contract with selected vendors for office Leasehold Improvements.

Carpet King Norwalk
 72 Connecticut Avenue
 Norwalk, CT 06854
 203 853 6666 Fax 203 866 3556

Quote #

51606

Customer PO

Date

Jan 6, 2020

Sales Person1

Steve Cupole

Sales Person2

or: 203 854-7810

Ship To: 203 854-7810

Redevelopmant Agency C/O Stephen
 3 Belden Ave
 Norwalk, CT 06850

Redevelopmant Agency C/O
Stephen
 3 Belden Ave
 Norwalk, CT 06850

Type	Quantity	Product Description Labor Description	Color / Item Number Room	Total
carpet				
Materials	516SqFt	RULE BREAKER 20 2B105	949 PEWTER	\$541.80
Labor	516SF	CUSTOM GLUE DOWN INSTALL		\$330.24
Notes		Carpet in back area..Vinyl Plank in front common area . nothing in three offices		
carpet				
Materials	1 Each	CARPET ADHESIVE (4 GALLON 360-450 SQ FT)	4 GALLONS = 360-450 SQ FT	\$48.68
Labor	1448SF	CUSTOM RIP-UP AND REMOVAL		\$521.28
Notes		Brian		
floor				
Materials	797.5SqFt	ENDURA PLUS (CLICK) 0736V	154 ALMOND OAK	\$2,472.25
Labor	797.5	VINYL PLANK INSTALLATION		\$861.30
Notes		If Prep needed to level floor there could be additional charges,.we will know after rip-up of carpet		
trim				
Materials	15 Each	PRIMED WHITE QUARTER ROUND	12 FEET PER PIECE	\$258.45
Labor	180 LF	Wood Perimeter Trim Work		\$279.00
discount				
Materials	313SqFt	ON-LINE COUPON	OFFICE ADJUSTMENT	-\$313.00



11 Boulder Circle
Norwalk, CT 06854
Phone: 203-969-6781
E-mail: jeff@nacontr.com
Web Site: www.nacontr.com

Proposal

Date	Proposal
1/23/2020	20 - 3

Name / Address

Stephen Ivan
Norwalk Redevelopment Agency
3 Belden Ave.
Norwalk, CT 06850

Project

Description	Qty	Cost	Total
Renovate first floor office space at 3 Belden Ave. :			0.00
Painting all windows and doors, base molding, some walls and ceilings, and wallpaper,		6,500.00	6,500.00
Supply, paint, and install all new shoe molding		550.00	550.00
		0.00	
Install new pipe covers where needed		500.00	500.00
Price per sheet of sub-flooring would be \$100.00		0.00	0.00
Remodel 1/2 bath including \$300 allowance for vanity		1,300.00	1,300.00
Skim coat necessary ceilings and walls as discussed		2,200.00	2,200.00
Remove all unwanted furniture and relocate other		500.00	500.00
Change out all florescent bulbs with 2 LED bulbs (if balusters are bad, they will be changed at an additional \$100 per balust)		1,400.00	1,400.00
Replace all ceiling tiles in main conference room and others where needed		1,450.00	1,450.00

Total	\$14,400.00
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Jeffrey P. Chironna
President, N.A.C.C.

Date: _____

Signature _____

Type	Quantity	Product Description Labor Description	Color / Item Number Room	Total
------	----------	--	-----------------------------	-------

Information

Totals

Material & Labor Sales Tax Grand Total

Date	Ck #
Deposit	

0% DEPOSIT TO ORDER/MEASURE
 PAYMENT IN FULL TO RELEASE FROM WAREHOUSE
 LIFE TIME WARRANTY ON ALL LABOR
 ALL MANUFACTURER'S WARRANTIES APPLY
 NO CANCELLATIONS ON SPECIAL ORDERS OR ASSIGNED STOCK
 INSTALLATION DAY IS APPROXIMATELY 9-3 ARRIVAL WINDOW
 TEAM PLACEMENT AT CARPET KING'S DISCRETION
 ALL BREAKABLES AND ELECTRONICS MUST BE MOVED PRIOR TO INSTALLATION
 DOOR CLEARANCE IS CUSTOMERS RESPONSIBILITY
 SOME SCUFF MARKS ON BASEBOARD MAY OCCUR

RIP-UP-----YES---NO----

INITIALS REQUIRED

FURNITURE-----YES---NO----

INITIALS REQUIRE

I AUTHORIZE CARPET KING TO CHARGE THE BALANCE TO MY CREDIT CARD BEFORE THE
 SCHEDULED INSTALLATION OR MATERIAL DROP-OFF....OR.... I WILL PAY IN FULL BY CASH TO THE STORE 48 HOURS PRIOR TO THE
 INSTALLATION DAY

Buyer _____ Date _____ Seller _____ Date _____

NORWALK DEVELOPMENT AGENCY

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EXECUTIVE DIRECTOR
Brian T. Bidolli

TO: REDEVELOPMENT AGENCY COMMISSIONERS
FROM: TAMI STRAUSS, DEPUTY DIRECTOR
DATE: FEBRUARY 3, 2020
RE: WHEELS 2U MARKETING PROGRAM

To capitalize on the success of the Wheels2U marketing program of 2019, Agency staff is requesting an extension of Silver Creative's contract through June 30, 2020, in the amount of \$60,000, with funds provided by General Growth Properties (now Brookfield) in association with the development of the SoNo Collection.

This budget includes the design and printing of materials, social media campaign management, presence at public events, vehicle wraps, and other marketing materials. This budget also accounts for design services associated with proposed service improvements to be made in spring 2020. A meeting was held with staff and Paul Zullo of Silver Creative to review an itemized list of marketing activities to be performed under this contract.

Since October 2018, Wheels2U has had more than 15,000 rides, reaching a peak of 2,000 rides in December 2019. The most popular pick-up and drop-off spots are the South Norwalk Train Station, the SoNo Collection, hotels along Main Avenue and the Wheels Hub on Burnell Boulevard.

In 2020, the Wheels2U marketing campaign won first place in a National Transportation Award Competition.

ACTION REQUESTED

Approve the extension of the Marketing and Communications Contract with Silver Creative Group for the Microtransit program in an amount not to exceed \$60,000 from Fund 115 through June 30, 2020.

**NORTH WALKE HOUSING
CORPORATION**

TO: MEMBERS, NORTH WALKE HOUSING CORPORATION

FROM: FELIX R. SERRANO, CHAIRMAN

DATE: FEBRUARY 4, 2020

RE: MEETING NOTICE

.....

The Regular Meeting of the North Walke Housing Corporation will be held at 5:30 PM on Tuesday, February 11, 2020 at 3 Belden Avenue, First Floor.

**NORTH WALKE HOUSING
CORPORATION
REGULAR MEETING
FEBRUARY 11, 2020
5:30 P.M.**

A G E N D A

CALL TO ORDER

ROLL CALL

PUBLIC PARTICIPATION

I. ADMINISTRATION

A. APPROVAL OF MINUTES

1. Approve Minutes of December 10, 2019 Special Meeting.

B. FINANCE

1. Approve North Walke's Revenue and Expenditures Statements and Balance Sheets for all funds for Year-to-Date December 31, 2019

II. NEW BUSINESS

III. OLD BUSINESS

ADJOURNMENT

**NORTH WALKE HOUSING
CORPORATION
REGULAR MEETING
DECEMBER 10 2019**

ATTENDANCE: Felix R. Serrano, Chairman, Commissioners Lisa Cooper, John Igneri, William Speirs and David Westmoreland

AGENCY COUNSEL: Marc Grenier, Esq.

STAFF: Brian Bidolli, Executive Director, Tami Strauss, Deputy Director; John Slovak, Comptroller; Lori Guttman, Director of Community Development Planning.

CALL TO ORDER

Chairman Serrano called the Special Meeting of the North Walke Housing Corporation of December 10, 2019 to order at 6:25 PM.

ROLL CALL

Chairman Serrano noted that a quorum was present.

PUBLIC PARTICIPATION

There was no one present from the public that wished to comment at this time.

I – A. APPROVAL OF MINUTES

1. Minutes of November 12, 2019 Regular Meeting.

**** MS. COOPER MOVED TO APPROVE THE MINUTES OF THE NOVEMBER 12, 2019 MEETING OF THE NORTH WALKE HOUSING CORPORATION.**

**** MR. WESTMORELAND SECONDED.**

**** THE MOTION PASSED (MR. IGNERI ABSTAINED).**

B. FINANCE

1. Approve North Walke Audited Certified Financial Statements for Fiscal Year Ending June 30, 2019.

**** MR. WESTMORELAND MOVED TO APPROVE THE NORTH WALKE AUDITED CERTIFIED FINANCIAL STATEMENTS FOR FISCAL YEAR ENDING JUNE 30, 2019.**

**** MS. COOPER SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

I. NEW BUSINESS

None.

II. OLD BUSINESS

None.

III. ADJOURNMENT

There being no further Old or New Business, upon motion of Mr. Westmoreland, the North Walke Housing Corporation meeting of December 10, 2019 was adjourned at 6:25 PM.

Respectfully submitted,

Karen Pacchiana

North Walke Housing Corporation
Explanation of Statements of Revenues & Expenditures and
Balance Sheets for All North Walke Housing Corporation Funds
Year-To-Date December 31, 2019

- North Walke Housing Corporation Operating Fund 400 Statement of Revenues and Expenditures had \$5,906 in revenue, \$7,022 in expenditures, and an operating deficit of \$1,116. The Balance Sheet for North Walke Housing Corporation Operating Fund 400 has \$1,362,817 total assets, \$1,014,622 liabilities, and \$348,195 net assets.
- The North Walke Housing Corporation Fund 450 Statement of Revenues and Expenditures has a \$1,628 net operating surplus from interest on notes. The North Walke RLF Balance Sheet has total assets of \$162,171 and liabilities and net assets of \$162,171.

Norwalk Redevelopment Agency Inc.
Statement of Revenues and Expenditures - Board Qtrly - 2nd Quarter YTD Comparative
400 - NorthWalke Operating - Fund 400
From 7/1/2019 Through 12/31/2019
(In Whole Numbers)

	<u>Year-To-Date Actual</u>	<u>Prior Year-To-Date Actual</u>
REVENUES		
Grant Revenues		
Grants - State CHFA	0	3,491
Total Grant Revenues	0	3,491
Other Revenues		
Interest Income - Other	806	425
Rental Income	5,100	3,675
Total Other Revenues	5,906	4,100
Total REVENUES	5,906	7,591
EXPENDITURES		
Administrative Expenses		
Professional Fees - Legal	0	361
Professional Fees - Other	6,500	6,500
Miscellaneous	522	551
Total Administrative Expenses	7,022	7,412
Total EXPENDITURES	7,022	7,412
NET OPERATING SURPLUS/(DEFICIT)	<u>(1,116)</u>	<u>179</u>

Norwalk Redevelopment Agency Inc.
Balance Sheet - Board Qtrly - 2nd Quarter YTD Comparative
400 - NorthWalke Operating - Fund 400
As of 12/31/2019
(In Whole Numbers)

	<u>Current Year</u>	<u>Prior Year</u>
ASSETS		
Current Assets		
Cash	226,525	1,318,491
Investments	<u>1,136,750</u>	<u>335,532</u>
Total Current Assets	1,363,275	1,654,023
Other Assets		
Due from (to) Other Funds	<u>(458)</u>	<u>(339,866)</u>
Total Other Assets	<u>(458)</u>	<u>(339,866)</u>
Total ASSETS	<u><u>1,362,817</u></u>	<u><u>1,314,157</u></u>
LIABILITIES AND NET ASSETS		
Liabilities		
Accounts Payable	145	145
Other Liabilities	963,755	914,802
Notes Payable	<u>50,722</u>	<u>50,722</u>
Total Liabilities	1,014,622	965,668
Net Assets		
Beginning Fund Balances	349,311	348,310
YTD Activities	<u>(1,116)</u>	<u>179</u>
Total Net Assets	<u>348,195</u>	<u>348,489</u>
Total LIABILITIES AND NET ASSETS	<u><u>1,362,817</u></u>	<u><u>1,314,157</u></u>

Norwalk Redevelopment Agency Inc.
Statement of Revenues and Expenditures - Board Qtrly - 2nd Quarter YTD Comparative
450 - North Walke RLF - Fund 450
From 7/1/2019 Through 12/31/2019
(In Whole Numbers)

	<u>Year-To-Date Actual</u>	<u>Prior Year-To-Date Actual</u>
REVENUES		
Other Revenues		
Interest Income from Notes	1,707	1,504
Interest Income - Other	<u>8</u>	<u>6</u>
Total Other Revenues	<u>1,715</u>	<u>1,511</u>
Total REVENUES	<u>1,715</u>	<u>1,511</u>
EXPENDITURES		
Administrative Expenses		
Miscellaneous	<u>87</u>	<u>87</u>
Total Administrative Expenses	<u>87</u>	<u>87</u>
Total EXPENDITURES	<u>87</u>	<u>87</u>
NET OPERATING SURPLUS/(DEFICIT)	<u><u>1,628</u></u>	<u><u>1,424</u></u>

Norwalk Redevelopment Agency Inc.
Balance Sheet - Board Qtrly - 2nd Quarter YTD Comparative
450 - North Walke RLF - Fund 450
As of 12/31/2019
(In Whole Numbers)

	<u>Current Year</u>	<u>Prior Year</u>
ASSETS		
Current Assets		
Cash	27,129	21,517
Investments	<u>15,883</u>	<u>15,867</u>
Total Current Assets	43,012	37,384
Other Assets		
Due from (to) Other Funds	7,216	2,391
Loans Receivable	<u>111,944</u>	<u>118,796</u>
Total Other Assets	<u>119,159</u>	<u>121,187</u>
Total ASSETS	<u><u>162,171</u></u>	<u><u>158,570</u></u>
LIABILITIES AND NET ASSETS		
Liabilities		
Other Liabilities	<u>138,665</u>	<u>138,665</u>
Total Liabilities	138,665	138,665
Net Assets		
Beginning Fund Balances	21,878	18,482
YTD Activities	<u>1,628</u>	<u>1,424</u>
Total Net Assets	<u>23,506</u>	<u>19,906</u>
Total LIABILITIES AND NET ASSETS	<u><u>162,171</u></u>	<u><u>158,570</u></u>

Norwalk Redevelopment Agency Inc.
Statement of Revenues and Expenditures - Board Qtrly - 2nd Qtr All North Walke Combined
From 7/1/2019 Through 12/31/2019
(In Whole Numbers)

	NorthWalke Operating - Fund 400	North Walke RLF - Fund 450	Total
REVENUES			
Other Revenues			
Interest Income from Notes	0	1,707	1,707
Interest Income - Other	806	8	815
Rental Income	5,100	0	5,100
Total Other Revenues	5,906	1,715	7,622
Total REVENUES	5,906	1,715	7,622
EXPENDITURES			
Administrative Expenses			
Professional Fees - Other	6,500	0	6,500
Miscellaneous	522	87	609
Total Administrative Expenses	7,022	87	7,109
Total EXPENDITURES	7,022	87	7,109
NET OPERATING SURPLUS/(DEFICIT)	(1,116)	1,628	513

Norwalk Redevelopment Agency Inc.
Balance Sheet - Board Qtrly - 2nd Qtr All North Walke Combined
As of 12/31/2019
(In Whole Numbers)

	North Walke Operating - Fund 400	North Walke RLF - Fund 450	Total
ASSETS			
Current Assets			
Cash	226,525	27,129	253,654
Investments	1,136,750	15,883	1,152,633
Accounts Receivable	0	0	0
Total Current Assets	1,363,275	43,012	1,406,287
Other Assets			
Due from (to) Other Funds	(458)	7,216	6,758
Property & Equipment	0	0	0
Loans Receivable	0	111,944	111,944
Less: Bad Debt Reserve	0	0	0
Other Assets	0	0	0
Total Other Assets	(458)	119,159	118,701
Total ASSETS	1,362,817	162,171	1,524,988
LIABILITIES AND NET ASSETS			
Liabilities			
Accounts Payable	145	0	145
Other Liabilities	963,755	138,665	1,102,420
Notes Payable	50,722	0	50,722
Total Liabilities	1,014,622	138,665	1,153,286
Net Assets			
Beginning Fund Balances	349,311	21,878	371,189
YTD Activities	(1,116)	1,628	513
Total Net Assets	348,195	23,506	371,702
Total LIABILITIES AND NET ASSETS	1,362,817	162,171	1,524,988