

NORWALK DEVELOPMENT AGENCY

CHAIRMAN
Felix R. Serrano

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

EXECUTIVE DIRECTOR
Brian Bidolli

TO: MEMBERS, NORWALK REDEVELOPMENT AGENCY

FROM: FELIX R. SERRANO, CHAIRMAN

DATE: JANUARY 13, 2020

RE: MEETING NOTICE

The next Meeting of the Norwalk Redevelopment Agency will be held on Tuesday, January 14, 2020 at 5:30 p.m. at 3 Belden Avenue, First Floor.

**JANUARY 14, 2020
5:30 P.M.
REGULAR MEETING
A G E N D A**

CALL TO ORDER

ROLL CALL

PUBLIC PARTICIPATION

I. ADMINISTRATION

a. APPROVAL OF MINUTES

1. Approve Minutes of the December 10, 2019 Regular Meeting

b. FINANCE

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

II. BUSINESS.

A. LANDSCAPE MAINTENANCE SERVICES

- a. Approve annual contract appropriation not to exceed \$111,250.00, unless authorized by the Redevelopment Commission,

- b. Authorize the Chairman to execute all related documents to execute the contract.

B. 55/77 WATER STREET – REVISED CHANGES IN USE/ DESIGN

- a. Find that proposed changes to the first floor uses at 77 North Water Street are consistent with the Reed Putnam Urban Renewal Plan.

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.

VI. NEW BUSINESS

VII. OLD BUSINESS

ADJOURNMENT

**CITY OF NORWALK
REDEVELOPMENT AGENCY
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 Regular Meeting of the Norwalk Redevelopment Agency of December 10, 2019 to order at 5:31 PM.

ROLL CALL

Chairman Serrano noted that a quorum was present. He welcomed Brian Bidolli, the Agency's new Executive Director, and also acknowledged their new Commissioner, former Councilman and Council President, John Igneri.

PUBLIC PARTICIPATION

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

I-A. APPROVAL OF MINUTES

**** MR. WESTMORELAND MOVED TO APPROVE THE MINUTES OF THE NOVEMBER 12, 2019 REGULAR MEETING.**

**** MS. COOPER SECONDED.**

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

I-B. FINANCE

1. Approve NRA Operating Financial Statement for Year-To-Date October 31, 2019

Mr. Slovak reported on the NRA Operating Financial Statement for Year-To-Date October 31, 2019 as follows:

- Operating Fund 100 had revenues of \$480,523 versus budgeted revenues of \$495,923 with an unfavorable variance of \$15,400.
- Operating Fund 100 had total expenditures of \$471,574 versus budgeted total expenditures of \$507,554 resulting in a \$35,980 favorable variance.
- There is an actual operating surplus of \$8,949 versus a budgeted operating deficit of \$11,632 resulting in a \$20,580 favorable net operating variance.

**** MS. COOPER MOVED TO APPROVE THE NRA OPERATING FINANCIAL STATEMENT FOR YEAR-TO-DATE OCTOBER 31, 2019.**

**** MR. WESTMORELAND SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

2. Second Auditor Pre-issuance Financial Statement Review Report

Mr. Slovak said, as requested by the Board, a second certified public accounting statement on our financial statements for fiscal year ending 6/30/2019 was obtained, and the letter of November 19th from Prida, Guida & Perez, Certified Public Accountants, is in the Commissioner's package. It states they performed a pre-issuance review of the financial statements and audit reports of the Norwalk Redevelopment Agency for the year ended June 30, 2019, and also reviewed the audit documentation of Solakian & Company supporting its audit opinions, and based on their review, they concluded the financial statements and auditor's reports for the Norwalk Redevelopment Agency for the year ended June 30, 2019 complied with professional standards in all material respects.

Chairman Serrano said that was part of the peer review of the audit that was requested, and then next year's audit will be put out to bid.

3. Approve NRA Audited Certified Financial Statements for Fiscal Year Ending June 30, 2019

Mr. Slovak said the draft Audited Certified Financial Statements for Fiscal Year Ending June 30, 2019 were given to the Commissioners at the last board meeting, and any questions that the board had were answered. It was a good clean audit and there were no problems, so we would ask the Board to certify the financials so we can file them with the State of Connecticut by 12/31/19.

- ** MR. WESTMORELAND MOVED TO APPROVE THE NRA AUDITED CERTIFIED FINANCIAL STATEMENTS FOR FISCAL YEAR ENDING JUNE 30, 2019.**
- ** MS. COOPER SECONDED.**
- ** THE MOTION PASSED UNANIMOUSLY.**

Chairman Serrano thanked John and his team for getting that good, clean audit.

4. Approve Budget Amendment for Salaries/Benefits

Ms. Strauss said as of last January we have had a part-time Housing Project Manager to fill in for some staff changes that occurred at that time, and we are now requesting a budget amendment to make that position a fulltime position to handle housing projects, rehab projects and facilities projects for the Agency. The person in that position has proven himself to be a professional, a quick learner and willing and able to do anything that we ask of him, and has been an invaluable asset to the Agency over the last eleven months. The request is for \$55,000, which is \$37,500 for salary and about \$17,000 of benefits through the rest of the year until June 30, 2020. Starting July 1st, 2020 we would incorporate that position into the fulltime salary budget. She would like to offer that person that position at this time.

Attorney Grenier said he would suggest that the Commission entertain a motion to approve a \$55,000 budget amendment for salary/benefits for fiscal year ending June 30, 2020.

- ** MS. COOPER MOVED TO APPROVE THE MOTION AS PRESENTED BY AGENCY COUNSEL.**
- ** MR. WESTMORELAND SECONDED.**
- ** THE MOTION PASSED UNANIMOUSLY.**

II. 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 Redniss and Mead on behalf of their client that owns the buildings at 55 and 77 North Water Street has applied for a modification of the uses on the first floor of the buildings. The buildings were developed as part of the Reed Putnam Urban Renewal Plan and were completed and approved in 2007 with a mix of uses, which was intended per the Urban Renewal Plan. Each building has a bottom floor of office space with four stories of residential over the first floor, for a total of 136 apartments and about 29,000 SF of office space between the two buildings. There has been very low demand for office space in Fairfield County and those office spaces have been vacant for a long time, so Redniss and Mead has come forward with a proposal to change the first floor of 55 North Water Street from 13,000 SF of office to 2,000 SF of retail/restaurant, 7,000 SF of office and three residential units. 77 North Water Street has 16,000 SF of office and they propose changing that to 16 residential units, eight facing the back interior parking lot and eight on the street facing the side. Staff's recommendation is that the Commission find the proposed changes to the first floor of 55 North Water Street to be consistent with the Reed Putnam Urban Renewal Plan which called for a mix of uses in the buildings, and to find that the proposed changes to the first floor of 77 North Water Street will substantially change the Urban Renewal Plan in that it will go from 20% mixed use to 100% residential which would require a modification to the URP in accordance with state statute.

Craig Flaherty, president of Redniss and Mead, said he is there on behalf of the technical owners of the property. Selan Pather and Zorick Mall of Beinfeld Architecture, who were the original designers of the buildings, are also there. They have also been tasked with the modifications that they are proposing. The Reed Putnam area runs from West Avenue and North Main Street to the Norwalk River, and from I-95 to the railroad. It has been a very successful redevelopment block. Every major parcel set out to be redeveloped has been redeveloped.

Mr. Flaherty pointed out the subject site on an aerial exhibit. He said the buildings are each five stories with the ground levels as described. There are existing tenants in 55, SEG Corporation and Top Water Investments, but the tenant in 77, who was Virgin Atlantic, left two years ago. They had occupied the space since 2007. The owners have been desperately trying to find a new tenant for 77 over the last two years, but have been unable to find one.

As referenced in their report, office rental rates in Fairfield County have been falling consistently for at least five years. The absorption rate is negative, so the problem is getting progressively worse in terms of vacancies, which are getting close to 30%, so they would

like to take the opportunity for a potential redevelopment of their first floor. When their client first came to him, they were asking to do a full residential conversion on all of 55 and all of 77, but he realized that that was going to be a hard sell, so he talked to Bruce Beinfield about concepts and they came up with the plan before the Commission, which is the full residential conversion of 77 and a mixture of uses in 55.

Originally the urban renewal plan for the Reed Putnam area was approved in 1983, and in 1998 a comprehensive revision was approved by the Agency and the Common Council, and although the plan was revised again for the SoNo Collection for the mall, the objectives of that plan are still relevant today and the plan is the plan still in effect for parcel 3.

Mr. Flaherty passed out a handout in support of 55/77 North Water Street Proposed Changes in Use/Design, and went through the objectives. In 2008, the owner applied to effectively cut the restaurant space from 4,000 SF to 1,000 SF, which was approved by Zoning in 2008. In 2011 the owner requested the elimination of that restaurant space to create an office for the entire first floor of 55, and that was also approved in 2011. These actions by the Zoning Commission required referral review by the Redevelopment Agency. The Urban Renewal Plan itself was comprehensively revised in October 2015, but as noted on page 3B of the handout, "These latest revisions are intended to relate only to Parcels 1, 2 and 4 in the plan area as they are the remaining primary sites for development. All other parcels shall continue to be regulated by the Plan in effect at the time the parcels were developed".

Ms. Strauss said they are being asked to find that the proposed changes are either consistent with the current Urban Renewal Plan or will require an amendment to the URP. The design and the zoning and the design review of the project would come before the Agency at a later date if and when these changes are implemented and filed in zoning. Both staff and the applicant are in agreement that 55 is consistent with the Urban Renewal Plan, but the proposed change in uses for 77 is not as straightforward as it is going from a mix of uses to 100% residential, and so it is our recommendation that you find that the proposed changes for 55 are consistent with the Urban Renewal Plan as it is a true mix of uses that are responding to the current market conditions and are in accordance with the street activating definition that was just added to the zoning code, and that 77 per staff would require an amendment to the Urban Renewal Plan much the way the mall went through the amendment when they wanted to remove the hotel from the plan.

Mr. Westmoreland said he understands that what we are deciding is not about the design, but in his experience, we are being presented with a design tonight which he suspects could be dramatically different after we approve the changes, and he is concerned it will be viewed as a bait and switch, as happens on every single project in town.

Mr. Flaherty said we are not changing the use on 55. 77 is a different feel altogether, as it starts to separate from the street, and instead of one shared sidewalk along the building, you now have two sidewalks. There is a retaining wall and a railing that separates the public sidewalk along the street and the sidewalk along the building. That retaining wall rises in height as you walk north along the building, and by the time you get to the north wing of the building, there is a six or eight foot tall landscape berm that separates the public street from the building, so there is a difference between the two buildings and how they interact with the street. The predominance of pedestrian traffic is on the beautiful river walk so most

people are walking on the other side of the street anyway even further removing the public pedestrian traffic with the façade of 77, and that is why we really see a difference between the considerations for 55 and for 77. They are not proposing any changes to the sidewalk on both sides of the street, but what changes is really the use of the first floor.

There is a layout for 16 apartments. The middle core of the building becomes a community lounge and amenity space that includes a terrace outside, and they are hoping this gets activated by the use of the building, including doors going out so that residents can come out with their dogs or strollers and go out with kids to the playground, all of which will provide a little comfort to the streetscape evenings, nights and weekends. You have a pretty beautiful streetscape here because of its orientation. Mr. Flaherty noted that this will never be a successful retail location as there is no on street parking in front of this building, and you've got this huge separation from your front door and whatever signs you might want to put out.

Ms. Strauss said the process to change the URP is outlined in the state statute. You would have to go before the Planning Committee and then it has to be approved by the Common Council and then the Redevelopment Agency

Attorney Grenier said the question is whether or not the change as proposed is consistent or not. If it's not consistent, then there is a process for them to come back in which leaves the door open for them to change the plan.

Ms. Strauss said it should say that the first floor uses at 77 North Water Street is a substantial change to the Urban Renewal Plan and would require a modification to the plan.

**** MR.IGNERI MOVED TO (1) FIND THAT PROPOSED CHANGES TO THE FIRST FLOOR USES AT 55 NORTH WATER STREET ARE CONSISTENT WITH THE REED PUTNAM URBAN RENEWAL PLAN, AND (2) TO 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.**

**** MR. WESTMORELAND SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

III. NEW BUSINESS

(None.)

IV. OLD BUSINESS

(None.)

ADJOURNMENT

Upon motion of Ms. Cooper, the Norwalk Redevelopment Agency regular meeting of December 10, 2019 was adjourned at 6:25 P.M.

Respectfully submitted,
Karen Pacchiana

Norwalk Redevelopment Agency
Explanation of Statement of Revenues & Expenditures
Year-To-Date November 30, 2019

- 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 variance.

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 11/30/2019
(In Whole Numbers)

	YTD Actual	YTD Budget	YTD Variance	Prior YTD Actual	Annual Budget	Annual Budget \$ Remaining
REVENUES						
Grant Revenues						
Grants - City Positions	60,125	60,127	(2)	157,395	144,304	84,179
Grants - NRA Project Funds	343,052	343,043	9	404,405	823,303	480,251
Grants - CDBG City Neighborhoods	75,646	103,750	(28,104)	99,547	249,000	173,354
Grants - CDBG Program Admin	75,809	74,778	1,031	82,224	179,467	103,658
Grants - Other	3,280	22,068	(18,788)	8,560	52,964	49,684
Total Grant Revenues	557,913	603,766	(45,853)	752,131	1,449,038	891,125
Other Revenues						
Interest Income from Notes	5,010	901	4,109	1,277	2,163	(2,847)
Interest Income - Other	13,829	13,614	215	13,113	32,673	18,844
Miscellaneous Revenues	459	1,623	(1,164)	6,033	3,894	3,435
Rental Income	14,854	0	14,854	0	0	(14,854)
Total Other Revenues	34,152	16,138	18,014	20,423	38,730	4,578
Total REVENUES	592,065	619,903	(27,838)	772,554	1,487,768	895,703
EXPENDITURES						
Personnel						
Salaries	306,548	383,840	77,292	417,612	907,258	600,710
Taxes & Benefits	120,557	130,325	9,768	141,274	312,780	192,223
Total Personnel	427,105	514,165	87,060	558,885	1,220,038	792,933
Administrative Expenses						
Professional Fees - Legal	125,209	8,036	(117,173)	126,209	19,286	(105,923)
Professional Fees - Other	5,208	6,765	1,557	5,000	16,237	11,029
Consultants/Contracted Svcs	5,000	1,537	(3,463)	0	3,689	(1,311)
Occupancy	40,686	43,870	3,183	0	105,287	64,601
Office Expenses	7,453	14,515	7,061	6,047	34,835	27,382
Insurance	340	7,232	6,892	0	17,357	17,017
I.T. Expense	4,741	8,020	3,279	5,871	19,249	14,508
Training	3,213	7,285	4,072	5,627	17,483	14,270
Agency Marketing	2,655	12,583	9,928	600	30,200	27,545
Miscellaneous	132	1,711	1,579	200	4,107	3,975
Total Administrative Expenses	194,638	111,554	(83,084)	149,554	267,730	73,092
Total EXPENDITURES	621,743	625,719	3,977	708,439	1,487,768	866,025
NET OPERATING SURPLUS/(DEFICIT)	(29,678)	(5,816)	(23,862)	64,115	0	29,678

Norwalk Redevelopment Agency Inc.
Statement of Revenues and Expenditures
100 - NRA Operating - Fund 100
From 11/1/2019 Through 11/30/2019
(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	12,714	20,750	(8,036)	21,776
Grants - CDBG Program Admin	11,427	14,956	(3,529)	20,190
Grants - Other	0	4,414	(4,414)	433
Total Grant Revenues	104,775	120,753	(15,978)	137,959
Other Revenues				
Interest Income from Notes	887	180	706	637
Interest Income - Other	3,002	2,723	279	1,775
Miscellaneous Revenues	0	325	(325)	0
Rental Income	2,878	0	2,878	0
Total Other Revenues	6,766	3,228	3,539	2,411
Total REVENUES	111,542	123,981	(12,439)	140,371
EXPENDITURES				
Personnel				
Salaries	56,315	69,789	13,474	99,301
Taxes & Benefits	21,344	26,065	4,721	31,123
Total Personnel	77,659	95,854	18,195	130,423
Administrative Expenses				
Professional Fees - Legal	58,056	1,607	(56,448)	4,116
Professional Fees - Other	1,042	1,353	311	1,000
Consultants/Contracted Svcs	0	307	307	0
Occupancy	9,606	8,774	(832)	0
Office Expenses	1,444	2,903	1,459	820
Insurance	0	1,446	1,446	0
I.T. Expense	880	1,604	724	596
Training	1,481	1,457	(24)	4,550
Agency Marketing	0	2,517	2,517	505
Miscellaneous	0	342	342	0
Total Administrative Expenses	72,509	22,311	(50,198)	11,587
Total EXPENDITURES	150,168	118,165	(32,003)	142,010
NET OPERATING SURPLUS/(DEFICIT)	(38,626)	5,816	(44,442)	(1,639)

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EXECUTIVE DIRECTOR
Brian T. Bidolli

TO: REDEVELOPMENT AGENCY COMMISSIONERS
FROM: BRIAN T. BIDOLLI, EXECUTIVE DIRECTOR
DATE: JANUARY 8, 2020
RE: BUDGET AMENDMENT FOR BACK OFFICE HR SERVICES

Over the last month, myself and staff with input from Commissioners, analyzed the current operating capacity of the Agency in order to make a determination of organizational needs.

As the Agency staff continues to grow and human resources needs become more complex, hiring outside HR consultants trained in the legalities and nuances of human resources would best serve the needs of Agency personnel and in turn, the public. Back office human resources services can provide expertise in the areas of employee relations, performance management, development of an employee handbook, and performance review process. Staff solicited proposals from three firms and received two written proposals. Staff followed up in person with Norwalk-based Operations, Inc. and have found the firm well-qualified to deliver the scope of services attached. Based on the hourly rate and scope of work, staff is requesting a \$15,000 budget amendment in the Consultants line item for back-office HR services.

Action Requested

Approve budget amendment for Consultants in the amount of \$15,000.

Approve the Executive Director to execute a contract with Operations, Inc. for an amount not to exceed \$15,000 over a 12-month period.

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TO: COMMISSIONERS, NORWALK REDEVELOPMENT AGENCY
FROM: TAMI STRAUSS, DEPUTY DIRECTOR
DATE: JANUARY 7, 2020
RE: URBAN CORE LANDSCAPING PROGRAM

In 2018, the Agency approved a three-year contract with Meticulous Landscaping for the landscape-related maintenance and beautification of Norwalk's urban core neighborhoods, beginning on January 1, 2019 and ending on December 31, 2021, in an amount not to exceed \$111,250. The Agency voted that agency approval would not be required should the scope of work and price remain the same in 2020. Staff has met with Meticulous to confirm that the scope of work and contract price will remain the same for calendar year 2020. A copy of the scope of work is attached.

In addition to the Meticulous contract, the urban core landscaping program includes ancillary costs for holiday decorating, extra watering due to extreme heat and/or drought conditions, street furniture cleaning and storage, police coverage and planting materials. In 2019, these costs totaled nearly \$50,000 (not including 15% contingency).

Agency finance staff has confirmed there are ample funds in capital budget accounts for Wall Street, West Avenue and Urban Core to cover the anticipated \$176,250 in expenses for calendar year 2020.

ACTION REQUESTED: Authorize the Chairman to approve encumbering \$65,000 for ancillary costs for the urban core landscaping program for calendar year 2020.

Appendix A

Scope of Work for 2019 Season

West Ave. and NRA traffic islands Consists of 2 center islands including the island with the clock at N. Main at MLK Jr. Blvd. on up to the Rt 7. Connector overpass.

Large Island in front of Aquarium on N. Water St.

Spring cleaning consists of pruning trees and plantings as needed, removing clippings, remove litter, remove deteriorated mulch, apply weed preventative, and add new mulch.

Summer weeding- remove weeds & roots, apply weed preventative as needed, apply additional mulch if NRA feels appropriate.

Autumn cleaning- trim shrubbery, remove litter and prep for winter.

West Ave. Art Park Property on east side of West Ave. between entrance ramp to Rt 7 and Rt 7 overpass.

- Cut grass, remove clippings and weed whack every two weeks during growing season. Trim shrubbery as needed, remove leaves and transport to transfer station.

Clocktower Island

- Cut Grass clean debris and Weed Whack if needed, fertilize grass as needed; Spring, fall clean up as needed.

Railroad Park

- Cut Grass clean debris and Weed Whack if needed, fertilize grass as needed; Spring, fall clean up as needed.

Highway ramps

- Cut grass and weed whack exit 15 ramp to West Ave. Cut grass and weed whack the Rt 7 exit ramp on west side of street. Every two weeks. Dispose of clippings properly.

Heritage Park Park with Columbus Statue and Plaques straight ahead in view coming off the southbound exit of I95 exit 15 Maritime Center Exit

- **Spring cleaning** consists of pruning trees and plantings as needed, removing clippings, remove litter, remove deteriorated mulch, apply weed preventative, and add new mulch.

- **Summer weeding-** remove weeds & roots, apply weed preventative as needed, apply additional mulch if NRA feels appropriate.
- **Autumn cleaning-** trim shrubbery, remove litter and prep for winter.

Freese Park – Between Wall St/Belden Ave and by Bridge Maintain Gardens to be developed

- **Spring cleaning** consists of pruning trees and plantings as needed, removing clippings, remove litter, remove deteriorated mulch, apply weed preventative, and add new mulch.
- **Summer weeding-** remove weeds & roots, apply weed preventative as needed, apply additional mulch if NRA feels appropriate.
- **Autumn cleaning-** trim shrubbery, remove litter and prep for winter.

Small Lilian August Park at West Ave – Next to Church across from Supermarket

- **Spring cleaning** consists of pruning plantings as needed, removing clippings, remove litter, remove deteriorated mulch, apply weed preventative, and add new mulch.
- **Summer weeding-** remove weeds & roots, apply weed preventative as needed, apply additional mulch if NRA feels appropriate.
- **Autumn cleaning-** trim shrubbery, remove litter and prep for winter.

Weed removal and weed prevention on sidewalks and curbing- Apply herbicide to weeds.

In **Wall St. Business area** from Mill Hill to Belden Ave., Main St to Cross St., and River St. West Ave. from court house to Webster Lot at Washington St.

In **SoNo Business area**, all of Washington St., North Main, South Main to Monroe St.

Once herbicide has set in, **Weed Whack** all areas listed above, collect clippings and blow sidewalks clean. Pick up any existing litter.

Spring container plantings and flower baskets - setting out and seasonal maintenance.

During third week of May (dates TBD) unload Western Growers delivery truck consisting of 48 large planted urn liners, 40 smaller planted urn liners, and 22 - 20" Kinsman Hanging Baskets. Set out urns with planted liners, and hanging flower baskets in designated locations. See attached proposed location list.

Watering and Maintenance services for containers, hanging flower baskets and islands.

A. Watering Services for Containers: This service includes watering (86) planters, and applying fertilizer, located in the city of Norwalk in the South Norwalk business district and Freese Park Main Street business district.

1. Frequency to be no less than 2x per week, unless significant rain has fallen, and as needed during the hot, dry weeks up to 3x times.
2. Fertilize (89) planters with Masterblend 20-10-20 fertilizer @ 300ppm every 10 days.
3. Apply pesticides and treat (89) planters as needed.
4. Prune (89) planters mid season.
5. Watering is to be done every other day in the very hot weather.

B. Watering and Maintenance for Hanging Flower Baskets: (22) 20" hanging flower baskets located in the South Norwalk and Wall Street business districts.

1. Watering Service: Frequency to be no less than 2x per week, unless significant rain has fallen, and as needed during the hot, dry weeks.
2. Fertilize (83) hanging flower baskets with Masterblend 20-10-20 fertilizer @300ppm every 10 days.
3. Apply pesticides and treat (89) planters as needed
4. Prune (83) 18" hanging flower baskets mid season.

C. Watering Services for the four (2) Garden Islands on West Ave. located at North Main at MLK Blvd. , The Clock Tower Island up to the Rt. 7 overpass on West Ave and the Lillian August Island by the corner church on West Ave; Also Heritage Park Gardens until sprinkler is added, Freese Park Gardens, Also the island by the Maritime Aquarium entrance on North Water St.

1. Water islands/gardens above twice a week.
2. Fertilize gardens on islands with Masterblend 20-10-20 fertilizer @300 ppm every 10 days.
3. Apply pesticides and treat garden islands mid season
4. Prune (6) garden islands mid season.
5. Lay mulch on (6) garden islands.

D. Pocket Park - at the SW corner of Washington St. and Water Street. Weeding Pruning, Mulching and watering once per week.

End of growing season

- remove urns and hanging flower baskets, clean out, dispose of plants and soil and store urns until the Holiday Season. The hanging flower baskets will be returned to Western Growers via their delivery truck.

- Ready Urns/Baskets for the holiday décor from Western Growers.

Winter holiday decorations

- Friday after Thanksgiving holiday, unload holiday décor and plantings from Western Growers truck. String lights as required both electric/solar where lighting is being used (approx. 120 strings) If the some of the LED or solar lights from the previous season fail to operate, they will be replaced with new lights by the Norwalk Redevelopment Agency.
- Apply roping (if used) and decorative lights and a tree at the SoNo Wharf gazebo, to the trellis at entrance park near Maritime Aquarium, and add roping to clock island located at N. Main and MLK Blvd if approved. Remove decorations by 3rd week of January. Remove and store holiday lights and transport waste materials to DPW Smith Street waste center.
- Clean out Baskets/Urns of Holiday Plantings and ready for the spring season.

Tree pits throughout the urban core

- Weeding, cleaning, mulching, watering, legal disposal. Please provide NRA with a price per pit based on 75 pits.

List of Container Locations

Large Plastic Portable Urn Placement Spring 2018

4	Police Station Plaza 4 urns
6	Railroad Station westbound side 2 urns under portico; 2 urns eastbound 2 urns at island
4	Theatre Area North Main
3	Walkway beside Bow Tie Cinema 3 urns
6	SoNo Wharf 6 urns (by parking lot outside IMAX Theater)
6	Trellis & Deck 6 urns (in park by river's edge outside main entrance to Aquarium)
2	Maritime Aquarium front entrance 2 urns
3	O'Neills/Townhouses Island
4	Entrance to Oyster Shell Park 4 urns (at children's play park on North Water St.)
2	Library Plaza on Mott St. 2 Urns
3	Island at Sono Market
3	Heritage Park
46	Total 46 Large Plastic URNS

Small Concrete Urn Placement

- 20 Washington Street add to flank benches
- 10 Freese Park to Walkway in Back Question on exactly where????
- 4 South Norwalk Library
- 6 Heritage Park

40 Total 40 SMALL Concrete Urns

Watering Hanging Flower Basket locations Spring 2018

- 16 Washington Street located in historic block between S.Main& Water St
- 6 Freese Park & Main St
- 22 Total Hanging

NORWALK DEVELOPMENT AGENCY

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To: Commissioners, Norwalk Redevelopment Agency
From: Tami Strauss, Deputy Director
Re: 77 North Water Street in the Reed Putnam Urban Renewal Plan Area
Date: January 7, 2020

As reviewed with Agency commissioners in December 2019, Redniss & Mead submitted a “Request for Determination of Consistency with the Reed Putnam Urban Renewal Plan” or an amendment to the Urban Renewal Plan for their proposed changes in the ground floor uses at 55 and 77 North Water Street (Parcel #3 of the Reed Putnam Urban Renewal Plan) on behalf of their client. The general objectives of the original Urban Renewal Plan are:

- Create development opportunities for an appropriate mix of uses including office, retail, residential, hotel and non-profit institutions
- Increase the tax base of Norwalk
- Enhance public access to and enjoyment of the Norwalk waterfront
- Increase housing opportunities for the residents of Norwalk
- Increase employment opportunities for the residents of Norwalk

The proposed change for 55 North Water Street, from 100% office to a mix commercial and residential uses, was found by the commissioners to be consistent with the Urban Renewal Plan.

The proposed change for 77 North Water Street, from 100% office to 100% residential uses, was found by the commissioners not to be consistent with the Urban Renewal Plan and would require a modification to the to the Plan in accordance with state statute.

At the December meeting, staff suggested that should the developer propose a change to 77 North Water Street commercial and residential uses, it would be staff’s recommendation to find this mix of uses consistent with the Urban Renewal Plan.

Subsequently, Redniss & Mead submitted a modified first floor plan for 77 North Water Street. The southeasterly quadrant of the floor plan, on the street-side and at sidewalk level, will be reserved for commercial use. The intent would be to explore and entertain a host of commercial uses in line with zoning regulations. Zoning currently allows offices, medical offices, retail stores, restaurants, day-care, brewpubs, and boutique manufacturing. The remainder of the first floor would be 12 residential apartments facing the interior parking lot and/or above sidewalk grade. Taken together, this proposal would bring the first floor of 77 North Water Street to 25% commercial and 75% residential.

Requested Action: Find that proposed changes to the first floor uses at 77 North Water Street are consistent with the Reed Putnam Urban Renewal Plan.

