NORTH WALKE HOUSING CORPORATION
REGULAR MEETING
AUGUST 9, 2016

ATTENDANCE:	Felix R. Serrano, Chairman; Commissioners Lori Torrano and LaTanya Langley
AGENCY COUNSEL:	Marc Grenier, Esq.
STAFF:	Timothy T. Sheehan, Executive Director

CALL TO ORDER
The Meeting was called to order at 7:22 P.M by Chairman Serrano.

ROLL CALL
Chairman Serrano noted that a quorum was present.

PUBLIC PARTICIPATION
No one came forward to speak.

I. APPROVAL OF MINUTES
   A. May 10, 2016 Regular Meeting
   B. July 12, 2016 Regular Meeting

** **MS. LANGLEY MOVED TO APPROVE THE MINUTES OF THE MAY 10, 2016 REGULAR MEETING AND THE JULY 12, 2016 REGULAR MEETING OF THE NORTH WALKE HOUSING CORPORTION.**
** **MS. TORRANO SECONDED.**
** **THE MOTION PASSED UNANIMOUSLY.**

II. FINANCIAL STATEMENTS
   A. North Walke Housing Corporation Statements of Revenue and Expenditures and Balance Sheets for all Funds for Fiscal Year Ending June 30, 2016.

Mr. Slovak reported on the Financial Statements as follows:
- North Walke Housing Corporation Operating Fund 400 Statement of Revenues and Expenditures had $316,276 in revenues, $312,018 in expenditures, and a net operating surplus of $4,258. The Balance Sheet for North Walke Housing Corporation Operating Fund 400 has $447,450 in total assets, and $447,450 in liabilities and net assets.

- The North Walke Housing Corporation Fund 450 Statement of Revenues and Expenditures has a $3,922 operating surplus from interest on notes. The RLF

Balance Sheet has cash and loans receivable of $149,816 and $149,816 in liabilities and net assets.

** **MS. TORRANO MOVED TO APPROVE THE FINANCIAL STATEMENTS AS PRESENTED.**
** **MS. LANGLEY SECONDED.**
** **THE MOTION PASSED UNANIMOUSLY.**

III A. BUSINESS

A. SOUTH NORWALK HOMEOWNERSHIP PROGRAM

1. Approve Chairman to execute the $850,000 State of CT Department of Housing grant and related documents for the South Norwalk Homeownership Program.

Mr. Sheehan said the North Walke Housing Corporation was awarded an $850,000 grant. A copy of the contract has been forwarded to Agency Counsel. They need the Commission's approval for the Chairman to execute the $850,000 State of Connecticut Department of Housing grant and related documents for the South Norwalk Homeownership Program. This is just one of the components in terms of the pilot program and the funding that has been leveraged for it, so it certainly has taken off in terms of the State's interest in it.

Ms. Langley asked how can she get information on the program, because she has gotten a lot of calls from people in the community asking about it.

Mr. Sheehan said they actually have a brochure on it, which he will forward it to her electronically and she can forward it on to people who are interested in the program.

** **MS. TORRANO MOVED TO APPROVE THE EXECUTIVE DIRECTOR AND/OR CHAIRMAN TO EXECUTE THE $850,000 STATE OF CONNECTICUT DEPARTMENT OF HOUSING GRANT AND RELATED DOCUMENTS FOR THE SOUTH NORWALK HOMEOWNERSHIP PROGRAM.**
** **MS. LANGLEY SECONDED.**
** **THE MOTION PASSED UNANIMOUSLY.**

IV. **NEW BUSINESS**

None.

V. OLD BUSINESS

None.

ADJOURNMENT

There being no further Old or New Business, upon motion of Ms. Langley, second by Ms. Torrano, the North Walke Housing Corporation meeting was adjourned at 7:27 PM.

Respectfully submitted,

Karen Pacchiana

CITY OF NORWALK
REDEVELOPMENT AGENCY
REGULAR MEETING
AUGUST 9, 2016

ATTENDANCE:	Felix R. Serrano, Chairman; Commissioners Lori Torrano, Lisa Cooper, LaTanya Langley and Tome Devine
AGENCY COUNSEL:	Marc Grenier, Esq.
STAFF:	Timothy T. Sheehan, Executive Director; John Slovak, Comptroller, Susan Sweitzer, Senior Project Manager, Elizabeth Stocker, Director of Economic Development

CALL TO ORDER
Chairman Serrano called the meeting to order at 5:33 P.M.

ROLL CALL
Chairman Serrano noted that a quorum was present.

PUBLIC PARTICIPATION
No one came forward to speak.

I. **APPROVAL OF MINUTES**
   A. July 12, 2016 Regular Meeting

** **MS. COOPER MOVED TO APPROVE THE MINUTES OF THE JULY 12, 2016 REGULAR MEETING OF THE NORWALK REDEVELOPMENT AGENCY.**
** **MS. LANGLEY SECONDED.**
** **THE MOTION PASSED. (Mr. Devine abstained.)**

II. **FINANCE**
   A. Norwalk Redevelopment Agency Statement of Revenues and Expenditures and Balance Sheets for all Funds for Fiscal Year Ending June 30, 2016.

Mr. Slovak reported on the Statement of Revenues and Expenditures and Balance Sheets for All Funds for Fiscal Year Ending June 3, 2016 as follows:

- Total Revenues are $1,514,058 versus a budget of $1,566,336 for a $52,278 unfavorable revenue variance. The unfavorable revenue variance occurred because $60,110 of revenue from the NRA Grant for City Projects was not needed so it was not drawn down because unbudgeted administrative revenue from the DECD Waypointe Grant of $53,811 was received instead.

- Total expenditures are $1,489,325 versus a $1,566,336 expenditure budget resulting in a $77,011 favorable expenditure variance.

- There is an actual year to date operating surplus of $24,733 versus a budgeted year to date breakeven amount resulting in a favorable fiscal year ending operating variance of $24,733. The net operating surplus of $24,733 will be transferred back into deferred revenue resulting in breakeven for fiscal year ended 6/30/16.

- Operating Fund 100 Balance Sheet has $8,306,819 cash, accounts receivable and due from other funds, and $220,128 in net loans receivable and other assets. There are $3,489,882 in Deferred Revenues which will be earned when expended, and $4,263,711 in Net Assets.

- The GGP operating Fund 115 had revenues of $197,950 and expenditures of $197,950 in the fiscal year ended 6/30/16. On the balance sheet there is ($53,963) of total assets and ($53,963) of liabilities and nets assets for reimbursement by GGP.

- CDBG Revolving Loan Fund 200 Statement of Revenues and Expenditures has $38,707 interest income from notes receivable. There are expenditures of $38,707 which includes a line item expense transferring the fiscal year $30,970 operating surplus to CDBG Equity resulting in breakeven for fiscal year ended 6/30/16. The CDBG Revolving Loan Fund Balance Sheet has $369,148 in cash and due to other funds, $722,455 net loans receivable, $599,199 in liabilities, and $492,405 in net assets.

- CDBG Non-Revolving Loan Fund 300 Statement of Revenues and Expenditures which includes NRA and sub-grantees has revenues of $1,260,561. There are program expenditures of $1,260,561 which includes a line item expense transferring the fiscal year $6,345 operating surplus to CDBG Equity resulting in breakeven for fiscal year ended 6/30/16. The Balance Sheet for CDBG (NRLF) Fund 300 has $622,235 in cash and due from other funds, $130,096 in net loans receivable, and $752,331 in liabilities and net assets.

- Norwalk Redevelopment Agency Project and Program Fund 500 Statement of Revenues and Expenditures include various Capital Budget Grants from the City of Norwalk, grants from the State DECD, and other grants. The NRA Project and Program Fund has $2,851,179 in revenue and $2,851,179 in program expenditures resulting in break even for fiscal year end 6/30/16. The NRA Project and Program Fund balance sheet contains $804,479 in total assets, and $804,479 in liabilities and net assets.

** **MS. COOPER MOVED TO APPROVE THE FINANCE REPORT AS PRESENTED.**
** **MR. DEVINE SECONDED.**
** **THE MOTION PASSED UNANIMOUSLY.**

B. Norwalk Economic Development Corporation Company Status

Mr. Slovak said since the year 2010, there has been little to no financial activity taking place within NEDC beyond customary banking expenditures, and based on this, staff recommends that the company's financial quarterly reports and year end audited financial statements be suspended. Should there be a meaningful change in the company's financial position with activity, customary financial reporting would resume.

Mr. Sheehan said essentially the NEDC was meant to allow private investment to come into the Agency through a nonprofit company as it was not possible for the Agency, as a governmental agency, to go for support nor do certain private to private partnerships. However, there were some concerns that the Commissioners took into consideration and decided to move funding back to the Redevelopment Agency that was originally allocated to NECD, leaving a balance of $16,000. One of the reasons for keeping that balance rather than appropriate it for some other use was to offer the Commissioners the flexibility in case they wanted to revisit activating the nonprofit entity. If they took all the money out, the tax exempt status associated with it would go away and the company would fold.

Chairman Serrano said the NEDC has been pretty dormant, but they wanted to keep it active without incurring expenses, so they are asking for this formal action from the Commissioners.

After further discussion, it was the consensus of the Commission to add the words "pending further action of the Commissioners" to the end of the proposed action.

** **MR. DEVINE MOVED THAT THE REDEVELOPMENT AGENCY COMMISSION REPRESENTING THE PARENT COMPANY OF THE NORWALK ECONOMIC DEVELOPMENT CORPORATION (NEDC) AGREES TO THE SUSPENSION OF QUARTERLY FINANCIAL REPORTS AND ANNUAL AUDITED SATEMENTS FOR THE NORWALK ECONOMIC DEVELOPMENT CORPORATION BASED ON THE COMPANY'S FINANCIAL INACTIVITY PENDING FURTHER ACTION OF THE COMMISSIONERS.**

** **MS. LANGLEY SECONDED.**

** **THE MOTION PASSED UNANIMOUSLY.**

III. ADMINISTRATION

A. Approve Planning Services Contract with Regional Plan Association

Mr. Sheehan said the Agency is proposing to enter into a Planning Services Contract with the Regional Plan Association (RPA) to assist with its urban planning work in Norwalk. The RPA has a long and distinguished history of conducting large scale planning efforts for the tristate area, and he believes that the Agency and its staff can be well served by the folks from RPA. Their CT director has chosen a highly qualified team from RPA to assist the Agency. There is so much that is happening in Norwalk and staff is moving so quickly just trying to deal with the day to day efforts that they don't have the time and the luxury to take a step back and look at the comprehensive planning as to what is not only happening in Norwalk, but regionally in Fairfield County. As they begin to work with the City's Planning and Zoning Office on the new Master Plan of Conservation and Development for the City, he thinks this effort couldn't come at a better time.

Chairman Serrano said because of the cyclical nature of how development projects go, bringing in an entity they can utilize when it is a really busy time is a good resource for them.

** **MS. LANGLEY MOVED THAT THE REDEVELOPMENT AGENCY COMMISSION, AFTER HAVING REVIEWED AND DISCUSSED THE ATTACHED SERVICE CONTRACT BETWEEN THE REDEVELOPMENT AGENCY AND THE REGIONAL PLAN ASSOCIATION (RPA), APPROVES THE TERMS OF SUCH CONTRACT, AUTHORIZES AGENCY COUNSEL TO MAKE ANY TECHNICAL**

OR LEGAL MODIFICATIONS DEEMED NECESSARY THAT ARE CONSISTENT WITH THE DOCUMENT'S GENERAL INTENT AND AUTHORIZES THE REDEVELOPMENT AGENCY CHAIRMAN TO EXECUTE THE CONTRACT AND ALL OTHER RELATED DOCUMENTS.

** **MS. COOPER SECONDED.**

** **THE MOTION PASSED UNANIMOUSLY.**

IV. **BUSINESS**

B. WALL STREET REDEVELOPMENT PLAN AREA

1. WALL STREET INNOVATION CENTER GRANT APPLICATION

(a.) Approve Agency participation in Innovation Places Grant

Mr. Sheehan said there has been new legislation that provides the opportunity for Norwalk to expand upon its goal of creating an urban environment that fully embraces technology. Previously they looked at infrastructure as being things such as railways, roads, and telephone lines. In this century successful urban cities will be highlighted by their technological infrastructure, and to that end he and Liz Stocker have been working for a number of weeks in advancing an application to the State of CT to be made part of the statewide network of Innovation Places, and have paired up with the Stamford Innovation Center to explore the potential of the City advancing this grant. The grant, if awarded, would provide matching funds for a strategic plan to better inform them as to the existing conditions in Norwalk that serve the innovative community and attract entrepreneurial investment. The City is looking at the potential of this opportunity being located in the Wall Street area, so it certainly is something that is conducive for the Redevelopment Agency to be considering. They are looking for $25,000 from the Redevelopment Agency with the remaining $25,000 funding coming from other sources for a total of $50,000. They have received a letter of support for this request from the Mayor.

** **MS. COOPER MOVED THAT THE NORWALK REDEVELOPMENT AGENCY APPROVES THE REQUEST TO BE A CO-APPLICANT WITH SIC FOR AN INNOVATION PLACES GRANT FROM CTNEXT AND COMMITS MATCHING FUNDING OF $25,000 TOWARDS THE DEVELOPMENT OF A MASTER PLAN AND RELATED IMPLEMENTATION EFFORTS FOCUSED ON EXPANDING INNOVATION BUSINESSES AND INVESTMENT.**

** **MS. LANGLEY SECONDED.**

** **THE MOTION PASSED UNANIMOUSLY.**

A. **TRANSIT ORIENTED DEVELOPMENT DISTRICT REDEVELOPMENT PLAN**

1. Review status

Ms. Sweitzer said, as noted at the last meeting, the Planning Committee of the Common Council expanded the geography of the TOD District redevelopment plan area to include the Lexington Avenue corridor. Appropriate modifications to the original TOD Plan have been completed to include the expanded plan area, and the amended plan has been posted for public comment. It has also been forwarded to the Planning Commission with a request for written determination as to its compliance with the City's Master Plan of Conservation and Development, and will be an agenda item for its August 16th meeting. It is then anticipated that the plan will be advanced to the Common Council and heard at its meeting on August 23rd, and should the Council approve the plan and recommend that the Agency advance the plan, the Agency would file proposed zoning recommendations with the Zoning Commission, with adoption hopefully sometime in the fall, and the plan would then come back to the Agency to conduct a final public hearing and subsequent vote by the Commission. The Agency is the last stop in the approval process.

Ms. Sweitzer explained that there is a certain urgency to this plan adoption as there are four or five projects that are advancing absent a plan without the various stages of approval that would normally come to the Agency. Probably the largest of these is the Washington Village project, so it is important that they have a plan in place.

(Ms. Torrano joined the meeting at 6:07 p.m.)

Mr. Sheehan said because of the modification to extend the plan down to the Lexington Avenue corridor area by the Planning Committee, new zoning had to be brought into the plan to deal with that particular area. The vast majority of the previous zoning only dealt with the TOD plan area and there hasn't been significant changes to that. Ms. Sweitzer noted that she just received the proposed changes to the zoning, which will be posted on the website in a day or two.

C. **COMMUNITY ARTS AND CULTURAL SPONSORSHIP PROGRAM GRANT APPLICATIONS**

1. Approve 93 North Main Street Mural
2. Appropriate required funding from Account 28200

Ms. Sweitzer said O'Neill's Pub in South Norwalk is proposing to install a historical mural on the southwestern façade of their building and have engaged a local artist, Sandy Garnett, who is there. Mr. Garnett handed out a brochure showing a rendering of the proposed mural, and also highlighting some of the other projects in which he was the lead artist. The mural will be hand painted and will be lighted during the evening, and once the mural is designed and rendered, they will come back to the Commission for approval with the exact design specifications and all of the lighting information. Mr. Sheehan said they will have to come back to the Agency in terms of the design, as the Agency would have design review on lighting on the exterior of the building.

Mr. Garnett said he has just signed his 1235th career painting, so he is pretty well versed in the proper procedure for painting murals and proposes to do it in a manner that will last as long as paint can last on brick. He lives right behind O'Neill's and is longtime friends with the owners, so he is happy to address whatever maintenance issues may be required in the future. The mural is 9' to 10' off the ground, and while nothing is out of reach for a graffiti artist, they have had very good luck with murals in almost all of South Norwalk.

Mr. Sheehan said he thinks the proposed mural is pretty phenomenal in terms of reflecting what South Norwalk has become and paying homage to the historical significance of a number of the buildings and architectural features that are in South Norwalk, not to mention O'Neill's itself, which is a landmark.

Ms. Langley asked why they chose the particular angle of the photo as you don't really see historic South Norwalk or the main strip that has a lot of restaurants and the Maritime Center. Mr. Garnett said he spent a month to six weeks working with the three owners of O'Neill's and did ten to twenty spec pieces, and this was what Ollie and Mickel O'Neill wanted.

Donal Leahy, partner in O'Neill's, said Ollie and Mick O'Neill are on vacation so he is there to speak for them. The view they selected has the corset factory and a lot of the historic red brick buildings. You can see the two high towers for the train tracks in the background and the river coming in off of Long Island Sound, and a general view of Norwalk.

Chairman Serrano asked if in the future there was a change of ownership of the pub, would the mural fall into the City's art inventory. Ms. Sweitzer said, no, this is private property, but it will be included in the Norwalk Historical Commission art inventory and will be included in their apps, etc., so it will be embraced as public art, but owned by the O'Neills.

** **MR. DEVINE MOVED TO APPROVE THE O'NEILL'S PUB REQUEST FOR AN AMOUNT NOT TO EXCEED $5,000 FROM THE ARTS AND CULTURAL SPONSORSHIP GRANT PROGRAM TO FUND THE O'NEILL MURAL AT 91-93 NORTH MAIN STREET BUILDING FAÇADE, AND APPROVE THE APPROPRIATION OF THE REQUIRED FUNDING FROM ACCOUNT 28200.**
** **MS. TORRANO SECONDED.**
** **THE MOTION PASSED UNANIMOUSLY.**

3. Approve sponsorship of the 5th Annual South Norwalk Community Day in Ryan Park
4. Appropriate required funding from Account 28200

Mr. Sheehan said they received a request under the same program for the 5th Annual South Norwalk Community Day at Ryan Park, which is a large community event in South Norwalk. The Agency has sponsored this event before in a similar amount, and as they have been directly involved with the redevelopment of Ryan Park, he thinks that the Commission's consideration of this request is reasonable.

Councilwoman Faye Bowman said the requested amount of $850 is for a couple of bounce houses, plus insurance and delivery fee. In response to a question by Ms. Langley, Ms. Bowman said they still need funding for port-o-potties and tables and chairs, which would probably be another $500 to $600. They hold this event at Ryan Park each year to bring the South Norwalk Community together. They provide food and a tournament, and the kids love it.

Ms. Langley said she would like to propose that they amend the action to approve an amount up to $1,500. Attorney Grenier said he would recommend that they approve an amount not to exceed whatever the agreed upon amount is.

** **MS. LANGLEY MOVED TO APPROVE AN AMOUNT NOT TO EXCEED $1,500 TO SUPPORT THE 5TH ANNUAL SOUTH NORWALK COMMUNITY DAY AT RYAN PARK APPROPRIATED FROM DEFERRD REVENUE.**
** **MS. TORRANO SECONDED.**
** **THE MOTION PASSED UNANIMOUSLY.**

D. **EXECUTIVE SESSION**
Real Estate Negotiations

** **MS. LANGLEY MOVED TO GO INTO EXECUTIVE SESSION AT 6:36 P.M. TO DISCUSS POTENTIAL PURCHASE OF REAL ESTATE UNDER CT GENERAL STATUTES 1-200(6)-D.**

** **MS. TORRANO SECONDED.**

** **THE MOTION PASSED UNANIMOUSLY.**

(Whereupon the Norwalk Redevelopment Agency meeting went into Executive Session at 6:36 P.M. and came out of Executive Session at 7:19 P.M.)

IV. **NEW BUSINESS**

None.

V. **OLD BUSINESS**

None.

ADJOURNMENT

There being no further Old or New Business, upon motion Ms. Torrano, seconded by Ms. Langley, the meeting was adjourned at 7:22 P.M.

Respectfully submitted,

Karen Pacchiana