ALL CITY COUNCIL ACTIONS TAKEN AT THIS MEETING TO APPROVE EXPENDITURES AND CONTRACTS OR TO ACCEPT BIDS AND OTHER PROPOSALS REQUIRING THE EXPENDITURE OF CITY FUNDS ARE SUBJECT TO THE AVAILABILITY OF FUNDS

To allow public access, anyone may access a meeting by telephone and/or Zoom, or a recording in the City of Norwalk YouTube channel. Specific instructions and links can be found at norwalkct.gov/meetings.

Members of the public may call in to participate. Callers will not be able to see the meeting participants. All participants will be muted upon entering the meeting. To speak, dial *9 on the phone and you will be called on by the host of the meeting during the public comment section. All speakers must state their name and address. Comments must be on a topic on the agenda, and are limited to three minutes. Anyone disrupting the orderly conduct of the meeting, including by using threatening, hateful, or sexually-explicit language, will be removed. Please find the information using the link above.

Members of the public who wish to provide "live comments" may also use the Zoom meeting platform. All participants will be muted upon entering the meeting. To speak, click the "raise your hand indicator" and you will be called by the host of the meeting during the public comment section. All speakers must state their name and address. Comments must be on a topic on the agenda, and are limited to three minutes. Anyone disrupting the orderly conduct of the meeting, including by using threatening, hateful, or sexually-explicit language, will be removed. Please find the information using the link above.

Members of the public who wish to provide public comment are encouraged to submit those via email in advance of the meeting. For these comments to be included into the record, they must be submitted by 12:00 p.m. the day of the meeting. Please email the City Council at citycouncil@norwalkct.gov with the subject line "Public Comment" to provide written public comment prior to the meeting.

REVISED

I. ROLL CALL

II. ACCEPTANCE OF MINUTES

A. Regular Meeting: June 9, 2026

III. PUBLIC PARTICIPATION

IV. MAYOR

A. RESIGNATIONS AND APPOINTMENTS

1. RESIGNATIONS

a. Carol Frank, Fair Housing Advisory Commission

2. APPOINTMENTS

a. Jordan Saxe, Harbor Management Commission

b. Harry W. Rilling, Representative Policy Board (South Central Connecticut Regional Water District / Aquarion Water Authority)

B. MAYOR'S REMARKS

V. COUNCIL PRESIDENT

A. RESIGNATIONS AND APPOINTMENTS

B. CONSENT CALENDAR

VI. REPORTS: DEPARTMENTS, BOARDS AND COMMISSIONS

A. CORPORATION COUNSEL

VII. CITY COUNCIL COMMITTEES

A. FINANCE AND CLAIMS COMMITTEE

1. Narrative on Tax Collections dated June 2026

2. Claims Committee Report dated June 2026

3. FY 2026-27 Parking Authority Budget

4. Authorize the Purchasing Agent to issue a purchase order to Tyler Technologies, Inc. in an amount not to exceed $334,201.00 for the annual Tyler Munis ERP SaaS Renewal Agreement. Account Allocation: 011370-5742.

5. Authorize the Purchasing Agent to issue a purchase order to Palo Alto Networks, Inc. in an amount not to exceed $146,148.01 for a three-year subscription of Cortex XDR Pro licensing and Unit 42 ManagedDetection and Response (MDR) services. These services provide advanced endpoint protection, threat detection, incident response, and 24x7 security monitoring to help safeguard the City's information technology systems from cybersecurity threats. Account Allocation: 09261370-5777-C0375.

6. Authorize the Mayor, Barbara C. Smyth, to enter into an agreement with ClearGov for the electronic platform to create Operational Budgeting in the amount of $50,000.00. Account 09271350-5777-C0867 Operational Budgeting Capital Project

7. Approve ARPA transfer request from 133710-5796-AEC04 PROJECT MANAGER in the amount of $63,650.06 and 133710-5796-AEC08 CAPITAL ACCESS MANAGER in the amount of $27,349.94 to 130100-5796-AMD01 MAYOR INITIATIVE ARPA in the amount of $91,000.00.

8. Bond Resolution for Fiscal Year 2026-27 Capital
APPROVAL OF RESOLUTION: MAKING APPROPRIATIONS FOR VARIOUS PUBLIC IMPROVEMENTS AGGREGATING $67,850,999 FOR THE FISCAL YEAR

2026-2027 CAPITAL BUDGET AND AUTHORIZING THE ISSUANCE OF $67,850,999 GENERAL OBLIGATION BONDS OF THE CITY TO MEET CERTAIN APPROPRIATIONS IN THE FISCAL YEAR 2026-2027 CAPITAL BUDGET

9. Approval of a resolution authorizing various changes to the FY 27 Capital Budget and authorizing various changes to utilization of Municipal Grant in Aid allocations.

B. ORDINANCE

1. Approve changes to Chapter 118 (Zoning)

C. RECREATION, PARKS AND CULTURAL AFFAIRS

1. Authorize the Mayor, Barbara C. Smyth, to enter into an agreement for the use of Veteran's Park and immediate surrounding grounds by EJ's H.E.A.R.T. for their Walk for Elijah to be held on Saturday, July 11th, 2026 from 7:00 A.M to 12:00 P.M. Approximately 80 people.

2. Authorize the Mayor, Barbara C. Smyth, to enter into an agreement for the use of Washington Street Plaza and immediate surrounding grounds by Susan Brown Gordon for their SoNo Arts Festival to be held on Saturday, August 1st, 2026 from 7:00 A.M. to 5:00 P.M. and Sunday, August 2nd from 7:00 A.M. to 5:00 P.M. Approximately 475 people.

3. Authorize the Mayor, Barbara C. Smyth, to enter into an agreement for the use of Mathews Park and immediate surrounding grounds by the Norwalk Conservatory for their Broadway in the Park series to be held on Saturday, August 22nd and Saturday, August 29th, 2026, from 5:00 P.M. to 8:00 P.M. with set-up on Saturday, August 15th, 2026, and tear-down by Sunday, August 30th. Approximately 275 people.

4. Authorize the Mayor, Barbara C. Smyth, to enter into an agreement for the use of Calf Pasture Beach and the immediate surrounding grounds by Morris Redd for their Gregory Burnett, Sr. Memorial 5k & Fun Run to be held on Sunday, October 18th, 2026 from 7:00 A.M. to 2:00 P.M. Approximately 249 people.

D. PUBLIC SAFETY AND GENERAL GOVERNMENT

1. Authorization for Connecticut DOT Highway Safety Project 2026 Speed and Aggressive Driving Grant

VIII. <u>RESOLUTIONS FROM CITY COUNCIL</u>

IX. <u>MOTIONS POSTPONED TO A SPECIFIC DATE</u>

X. <u>SUSPENSION OF RULES</u>

XI. <u>ADJOURNMENT</u>

APPOINTMENTS

HARBOR MANAGEMENT COMMISSION	**M/C**	**Nwlk Code 69**
JORDAN SAXE (U) 138 Highland Avenue Norwalk, CT 06853		Term Expires - 12/31/2029

REPRESENTATIVE POLICY BOARD	**M/C**	**Special Act 77-98**
HARRY W. RILLING		Term Expires - 06/30/2027

CITY OF NORWALK
CITY COUNCIL
REGULAR MEETING MINUTES – JUNE 9, 2026
VIA ZOOM AND CITY COUNCIL CHAMBERS

ATTENDANCE:	Mayor Barbara C. Smyth, Brian Bailey; Jesse Buccolo; Jan Degenshein; Nicole Eaddy; James Frayer; Joshua Goldstein, Council President; Colin Hosten; Johan Lopez (Joined at 7:37 PM); Broderick Sawyer; Jalin T. Sead Sr., Majority Leader; Dajuan C. Wiggins Sr.; Richard Dellinger.
STAFF:	Marsha Elbourne, City Clerk. Mario Coppola, Corporation Counsel.
OTHERS:	Representatives of Miranda Creative (Juliet Del Rio, Maria Miranda); Economic & Community Development staff (Sabrina Godeski, Alex Cross, Jay Habansky); Chrissy Mahanna (Compass Consulting & Coaching); public participants including Diane Lauricella and Ligia Masilamani (Family & Children's Agency).

CALL TO ORDER
Mayor Barbara C. Smyth called the meeting to order at 7:31 PM. The Pledge of Allegiance was recited. A quorum was confirmed.

I. ROLL CALL
Roll call was conducted. Members present as noted above.

II. ACCEPTANCE OF MINUTES
Regular Meeting: May 26, 2026

****MR. SEAD MOVED TO ACCEPT THE MINUTES OF THE REGULAR MEETING OF MAY 26, 2026, AS PRESENTED.**
****MOTION PASSED WITH ONE ABSTENTION (MR. DELLINGER).**

III. PUBLIC PARTICIPATION
Diane Lauricella addressed the Council regarding the proposed agreement with History Associates Incorporated for public art inventory and valuation services. She expressed concern about the project cost and lack of phasing alternatives and requested the item be returned to the Economic and Community Development Committee for further consideration.

Ligia Masilamani of Family & Children's Agency was present and indicated she would speak to the relevant agenda item when reached. No other public comments were offered. Public Participation was closed.

IV. MAYOR A. RESIGNATIONS AND APPOINTMENTS
1. RESIGNATIONS

a. Diana Lenkowsky, Planning and Zoning Commission, Alternate

****THE COUNCIL MOVED TO ACCEPT THE RESIGNATION OF DIANA LENKOWSKY FROM THE PLANNING AND ZONING COMMISSION AS AN ALTERNATE.**
****MOTION PASSED UNANIMOUSLY.**

2. APPOINTMENTS
a. Diana Lenkowsky, Planning and Zoning Commission, Regular, District D

****MR. GOLDSTEIN MOVED THE ITEM.**
****MOTION PASSED UNANIMOUSLY.**

Ms. Lenkowsky was administered the oath of office.

b. Jaquell Wilson, Planning and Zoning Commission, Alternate, District B
c. Doug Hempstead, Planning and Zoning Commission, Alternate, District D

****MR. SAWYER MOVED THE ITEM.**
****MOTION PASSED UNANIMOUSLY.**

Both were administered the oath of office.

d. Rachel Drucker, Historical Commission

****MR. DEGENSHEIN MOVED THE ITEM.**
****MOTION PASSED UNANIMOUSLY.**

3. REAPPOINTMENTS
a. Isaac Walcott, Housing Authority

****MR. SEAD MOVED THE ITEM.**
****MOTION PASSED UNANIMOUSLY.**

B. MAYOR'S REMARKS
Mayor Smyth delivered remarks recognizing Pride Month and the raising of the Pride flag at City Hall. She also recognized Juneteenth (including a flag raising at Heritage Wall with Ben Haig on June 10) and Caribbean American Heritage Month. She announced the first Sunset Bazaar on River Street this Saturday from 4–8 PM.

V. COUNCIL PRESIDENT

A. RESIGNATIONS AND APPOINTMENTS

B. CONSENT CALENDAR

The Consent Calendar was read into the record by Mr. Dellinger and consisted of the following items:**VII.A.1** , **VI.B.4** , **VI.C.1a & 1b**, **VI.C.2a & 2b**, **VI.C.4**, **VI.D.1**, **VI.D.2a & 2b**, **VI.D.3, 4 & 5**, **VI.E.1**, **VI.E.2**, **VI.E.4**

****MR. GOLDSTEIN MOVED TO APPROVE THE CONSENT CALENDAR AS READ.**
****MOTION PASSED UNANIMOUSLY.**

VI. REPORTS: DEPARTMENTS, BOARDS AND COMMISSIONS

A. CORPORATION COUNSEL

1. Authorization to engage in mediation and for settlement authority: Kimberly Graham, et al. v. Janie Friedlander, et al. (EXECUTIVE SESSION).

****MR. SEAD MOVED TO TABLE THIS ITEM.**
****MOTION PASSED UNANIMOUSLY.**

B. COMMUNITY SERVICES

1. Compass Consulting & Coaching, LLC – Nonprofit Capacity Accelerator Program Cohort #2 ($30,000)**.** Discussion included remarks on capacity building and public-private partnerships. Chrissy Mahanna provided comments on the program.

****MR. BUCCOLO MOVED THE ITEM**
****MOTION PASSED UNANIMOUSLY.**

2. Authorize the Mayor, Barbara C. Smyth, to execute any and all agreements, documents, instruments, or amendments as may be necessary with The Open Door Shelter (dba Open Doors) located at 4 Merritt Street Norwalk, CT 06854 in the amount of $92,000.00 to provide shelter services for persons experiencing homelessness for Norwalk residents. Beginning July 1, 2026 to June 30, 2027. Account#012010-5A0620.

****MR. GOLDSTEIN MOVED THE ITEM**
****MOTION PASSED UNANIMOUSLY.**

3. Authorize the Mayor, Barbara C. Smyth, to execute any and all necessary agreements, documents, instruments, or amendments with Family & Children's Agency, Inc. for the second year of the Multisystem TAG Program for the period of July 1, 2026 through June 30, 2027, in the amount of $100,000 from the CommunitY Services Department, Account #012010-5A0620.

****MR. BUCCOLO MOVED THE ITEM**
****MOTION PASSED UNANIMOUSLY.**

C. LAND USE AND BUILDING MANAGEMENT

3. Authorize the Purchasing Agent to issue a Purchase Order to Raptor Technologies, LLC to provide an annual emergency/security management software subscription for City Hall for an initial fee in the amount of $1,497.50 and an annual cost in the amount of $1,417.50 under the TIPS Cooperative Association Contract. Funds available from account # 014075 5296.

****MR. HOSTEN MOVED THIS ITEM.**
****MOTION PASSED UNANIMOUSLY.**

E. ECONOMIC AND COMMUNITY DEVELOPMENT
3. Authorize the Mayor, Barbara C. Smyth, to execute a one-year extension of the marketing services contract with Miranda Creative in an amount not to exceed $163,600. ACCTS: 01-14-50-5258 / 01-37-80-5258

Item 3 (Miranda Creative – one-year marketing services contract extension, NTE $163,600)
A presentation was received from Miranda Creative (Juliet Del Rio and Maria Miranda) and city staff (Sabrina Godeski, Alex Cross, Jay Habansky) on unified branding, content creation, performance metrics (impressions, engaged sessions, parking data), cross-department collaboration, and upcoming initiatives.

****MR. GOLDSTEIN MOVED TO AUTHORIZE THE MAYOR TO EXECUTE THE ONE-YEAR EXTENSION.**
****MOTION PASSED UNANIMOUSLY.**

VII. RESOLUTIONS FROM CITY COUNCIL
None.

VIII. MOTIONS POSTPONED TO A SPECIFIC DATE
None.

IX. SUSPENSION OF RULES
None.

X. ADJOURNMENT

****MR. DELLINGER MOVED TO ADJOURN.**
****MOTION PASSED UNANIMOUSLY.**
The meeting adjourned at approximately 9:15 PM.

Respectfully Submitted,
Courtney Baldwin
Recording Secretary

Jordan Saxe
Norwalk, Connecticut
+1 203 644-4498 Jordansaxe1@gmail.com

PROFESSIONAL SUMMARY

Experienced executive and former municipal commissioner with demonstrated leadership in governance, regulatory oversight, and environmental stewardship. Former member of the Norwalk Shellfish Commission and Board Member of the Rowayton Civic Association. Active boater, angler, and conservation advocate with strong knowledge of Norwalk Harbor and Long Island Sound. Brings private-sector leadership experience within highly regulated environments and a commitment to ethical, transparent public service.

PUBLIC SERVICE

Norwalk Shellfish Commission

- Participated in oversight of shellfish bed management and aquaculture regulation
- Contributed to policy discussions balancing environmental protection and commercial/recreational use
- Reviewed regulatory matters and supported sustainable marine resource practices
- Collaborated with municipal officials, harbor users, and environmental stakeholders

Rowayton Civic Association (Rowayton Community Association)
Board Member

- Engaged residents and city leadership on local planning and civic matters

PROFESSIONAL EXPERIENCE

Nasdaq (Nasdaq: NDAQ)
Head of Healthcare Practice

- Lead strategic initiatives within a self-regulatory organization
- Advise executive teams and boards on governance, compliance, and regulatory processes
- Operate within rigorous ethical and disclosure frameworks

Fortune 100 Company
Senior Leadership Role

- Managed cross-functional teams and strategic operations
- Oversaw compliance-oriented initiatives in regulated environments

RELEVANT QUALIFICATIONS

- Experience operating within Self-regulatory (SRO) frameworks
- Strong understanding of corporate governance standards and ethical oversight
- Practical knowledge of harbor usage, boating safety, and coastal resource stewardship
- Commitment to collaborative, transparent decision-making

COMMUNITY ENGAGEMENT

- Active participant in local environmental and waterfront initiatives
- Dedicated to preserving Norwalk Harbor's ecological health while supporting responsible public access and use

CITY OF NORWALK
Barbara C. Smyth
Mayor
mayor@norwalkct.gov
203-854-7701
125 East Avenue
Norwalk, CT 06856-5125

MAYORAL APPOINTMENT MEMORANDUM

To: Members of the Norwalk City Council
From: Mayor Barbara C. Smyth BCS
Re: Proposed Appointment – Representative Policy Board
Date: June 8, 2026

Pursuant to the applicable provisions of Special Act 77-98, Section 37 governing appointments to the Representative Policy Board (RPB) of the South Central Connecticut Regional Water District, I hereby submit for consideration the appointment of Harry W. Rilling to serve as the City of Norwalk's representative.

The Representative Policy Board plays a significant oversight and governance role related to regional water operations, including review of water rates, capital projects, land management policies, bond authorizations, and appointments to the Regional Water Authority.

Mr. Rilling brings decades of public service and executive leadership experience, including his service as Mayor of the City of Norwalk, as well as extensive knowledge of municipal operations, public policy, and regional collaboration.

Proposed Term:
Initial term ending June 30, 2027, consistent with the enabling legislation and staggered appointment schedule.

Your favorable consideration is respectfully requested.

THE SOUTH CENTRAL CONNECTICUT REGIONAL WATER DISTRICT

WHEREAS, the City of Norwalk is entitled to representation on the Representative Policy Board of the South Central Connecticut Regional Water District; and

WHEREAS, the Mayor has submitted the appointment of Harry W. Rilling to serve as the City of Norwalk's representative; and

WHEREAS, the City Council has reviewed said appointment;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Norwalk that the appointment of Harry W. Rilling to the Representative Policy Board of the South Central Connecticut Regional Water District is hereby confirmed for a term ending June 30, 2027, or until a successor is duly appointed and confirmed.

Duly adopted by the City Council of the City of Norwalk on the ____ day of __________, 2026.

ATTEST:

____

Marsha Elbourne
City Clerk

____

Josh Goldstein
President, City Council

Approved as to Form:

____

Mario Coppola
Corporation Counsel

BACKGROUND INFORMATION

Representative Policy Board (RPB)
South Central Connecticut Regional Water District / Aquarion Water Authority

The proposed appointment relates to the regional governance structure associated with the acquisition of Aquarion Water Company from Eversource Energy by a newly created quasi-public authority structure connected to the South Central Connecticut Regional Water Authority.

As part of the approved governance framework, municipalities within the district are entitled to representation on the Representative Policy Board (RPB), which serves an oversight and policy role related to regional water operations, including:

- water rate approvals
- capital expenditures and bonding
- land and watershed policies
- governance oversight
- appointments associated with the Regional Water Authority structure

Under the enabling legislation and governance structure, municipalities served within the system appoint a representative subject to local legislative approval. As such, the City of Norwalk is entitled to one representative seat.

The current Norwalk representative term runs through June 30, 2027, pursuant to the staggered statutory appointment schedule established by the provisions of Special Act 77-98, Section 37.

CITY OF NORWALK
Tax Collector's Office
Department of Finance
125 East Avenue Room 105
Norwalk, CT 06851
Phone: 203- 854-7731 (main line)
Fax: 203-854-7770

To: Mayor Barbara Smyth; Board of Estimate and Taxation; Finance and Claims Committee
From: Lisa Biagiarelli, Tax Collector
Date: June 8, 2026
Re: Tax Collector's **Interim** Narrative ~~for **May 2026** End of Month report~~

At this writing, I am unable to report May 2026 monthly collection figures. I will provide a May 2026 monthly spreadsheet and updated collection percentages as soon as they are available. As of the end of April 2026, we had collected more than $385 million against our (now) nearly $392 million adjusted levy. Our current collection rate for all tax types through April 30 was 98.32%.

The June 2026 tax billing of the 2025 grand list is underway. Mill rates were set on May 7, and sewer use rates were set in February. We are coordinating with our Assessor's division and our software provider for this billing, which will be due July 1, 2026, payable by August 3, since August 1 falls on a Saturday.

Our goal is always to get tax bills in the mail and online as soon as possible in June rather than July, so we can provide a significant infusion of revenue to the city prior to the start of the fiscal year on July 1. In some prior years, we were able to have our motor vehicle bills in the mail early, and about 25% of them were paid during the month of June, before they were even due. This year, we were able to get our motor vehicle bills to the printer early and we expect them to be mailed after June 12. We are attempting to coordinate this mailing with the changeover of our credit card service provider on June 16 - more on this later. Business personal property and real estate bills will be mailed by the end of June. Motor vehicle and business personal property bills are available to view and to pay now, online, and we anticipate having real estate bills available online within the next week.

Next week, as of June 16, 2026, we transition to a different service provider for processing credit, debit and ATM payments both in person and online, as well as IVR (pay by phone) payments. This is in accordance with the contract that was approved by the City Council in the fall of 2025. The new vendor will, in most cases, provide a less expensive option for taxpayers who choose these payment methods. We also envision potential efficiencies for the city in absorbing processing fees for E Checks (ACH payments). We have been working with our software provider and our city IT Department on this for several months. We were held to the June 16 date, as our contract with the current service provider expires on June 15, 2026. The current provider would neither release us earlier, nor allow us to run both systems concurrently, and consequently we have a hard cut-off on June 15. We are coordinating this transition with the mailing of our new tax bills, because the new bills need to provide information about the new provider, since those bills will be reaching taxpayers after June 16. We are doing our best to achieve a smooth transition.

Work on our 2026 tax sale began at the end of December 2025. We started with 200+ properties and hoped to collect between $5-$7 million. All tax sale work is done by the tax collector's office staff, except for title searches. Performing this work in-house saves our taxpayers from the expense of the considerable legal fees charged by attorneys or state marshals who conduct tax sales on behalf of other municipalities. To date, we have already collected more than **$3.3 million** on tax sale properties, and there are approximately 100+ remaining.

We moved the date of the sale from July to August, and will file our notices of sale and post an official list within the next two weeks. Title searches have been assigned on the properties that remain in the sale. We will continue to update everyone on our progress.

Since June 2024, the tax collector's office has been responsible for billing and for collecting a monthly municipal tax on gross receipts from cannabis sales within Norwalk. The tax rate is 3% of gross sales, and the tax is paid by all cannabis retailers, hybrid retailers and micro cultivators. From April 2024 through the end of the month of May 2026 (25 months), we have collected $670,880.86 in municipal cannabis tax. We include cannabis tax receipts in a one-line notation at the bottom of our monthly reports.

Our delinquent tax collector continues working with the Department of Health to identify establishments with past due taxes that need to be brought current to renew a health permit. Food establishment health permits, which encompass restaurants, bakeries, groceries, mini-markets and so on, renewed January 1, and salons and body care facilities renew in the spring. Establishments that owe past due taxes should not be able to renew without paying their prior years' back taxes. Our delinquent tax collector has also been filing Uniform Commercial Code (UCC-1) liens with the office of the Secretary of the State of Connecticut to secure payment of past due business personal property taxes.

Our third-party collection agency continues to bill on our behalf for suspended motor vehicle accounts. Through the end of May 2026, in conjunction with their efforts, we have collected **$1,651,156.09** in past due motor vehicle taxes and interest *due directly to the City.* This agency's fees are charged *in addition to* the taxes and interest due to the City and are paid by the taxpayers who owe the past due bills. We collect what is due to us in full, and do not sacrifice any of what is due to the City. We began working with this company in December 2022. We turned over another batch of accounts to them in May 2026 for location and billing.

In August 2025, our office issued the first set of tax bills for new motor vehicle accounts added by the Assessor's office in conjunction with Municipal Tax Services (MTS), the vendor contracted by the city to identify unregistered or out of state motor vehicles garaged in Norwalk. In September 2025, we began with 528 bills, and as of the end of April 2026, we added an additional 730 bills for a total receivable (net) of $203,938.21.

Through the end of April 2026, of this amount, we had collected $137,703.52. Norwalk retained **$75,645.66** in taxes and interest, and we paid MTS $62,057.86, which includes a flat fee of $50 per vehicle, as well as a portion (approximately 38%) of the newly billed / receivable tax and interest amount. Our collection percentage on MTS bills (to date) is approximately 58%. The Assessor's office is still processing the additions of new accounts, and our division is following up by billing, based on this subsequent activity. Vehicles registered out of state but determined to be taxable by Norwalk are being billed as personal property, rather than as motor vehicles.

We will depend upon the continued support of policy makers, including members of the City Council and the Administration, as we pursue our enforcement initiatives, such as the tax sale. Maintaining a high tax collection rate through consistent enforcement allows for a fairer distribution of the tax burden. Maintaining a high current and back tax collection rate allows the budget making authority to set lower mill rates, as there can be less of an allowance for "uncollectible" taxes - taxes not timely paid when billed. Conversely, a lower collection rate, and less efficient tax collection, would require higher mill rates, and a correspondingly higher tax levy to be borne by all taxpayers. This principle inspires all our billing and tax collection enforcement activities.

AGENDA

CLAIMS COMMITTEE MEETING		**JUNE 11TH**
REFUNDS PROCESSED CLAIMS COMMITTEE		**APPROVED BY TAX COLLECTOR**
PAY TO:	**BILL No & AMOUNT REFUNDED**	**REASON**

MOTOR VEHICLE

DAIMLER TRUST	24-MV-315601	$504.70	PRORATION
ELLE SERVICES LLC	23-MV-321047	$480.73 + $36.05 INT	MTS ABATEMENT
	24-MV-320433	$227.92 + $23.93 INT	MTS ABATEMENT
GEE ROBERT J	24-MV-325612	$26.95	PRORATION
LOPEZ JUAN C	24-MV-340480	$25.45	PRORATION
MARROQUIN MADRID HENRY	24-MV-342773	$234.46	OVERPAYMENT
MENA ESQUIVEL MARIA	23-MV-378209	$532.83 + $15.98 INT	ABATEMENT
	23-MV-378208	$343.69 + $10.31 INT	ABATEMENT
PAREJKO ERIN J	24-MV-352414	$75.35	PRORATION
PORSCHE LEASING LTD	24-MV-354938	$901.12	ABATEMENT
ROSE SHEILA PRIMPS	22-MV-359190	$800.31 + $60.02 INT	ABATEMENT
TOYOTA LEASE TRUST	24-MV-401621	$171.96	PRORATION
VAULT TRUST	24-MV-372516	$221.14	PRORATION
VCFS AUTO LEASING CO	24-MV-371240	$419.76	PRORATION
WELCH CATHERINE M	24-MV-373556	$250.62	PRORATION

PERSONAL PROPERTY

HAIR IT IS BEAUTY SALON			
33 WALL STREET			
131327	23-PP-201138	$2,091.06 + $765.15 INT	CHNG DUE TO AUDIT

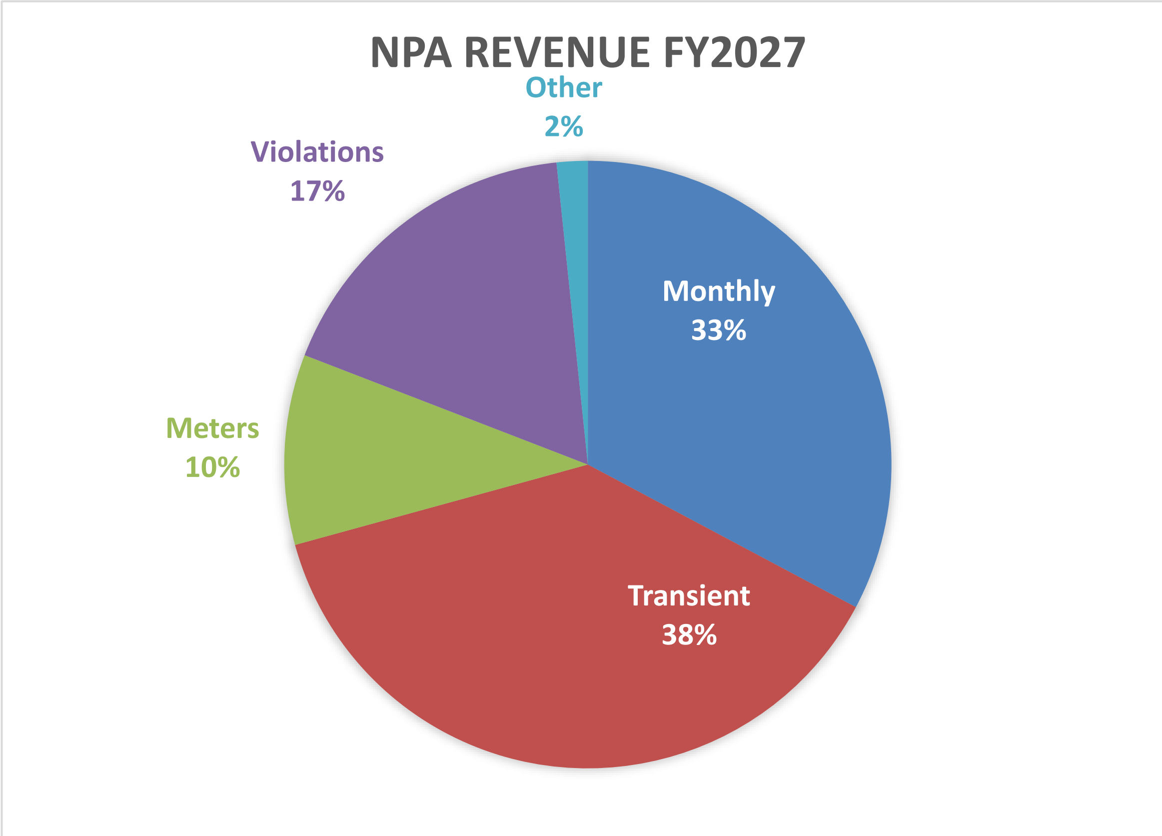
MTS SAYS VEHICLE SHOULD BE TAXED BY STAMFORD, DMV SAYS VEHICLE IS REGISTERED IN NORWALK

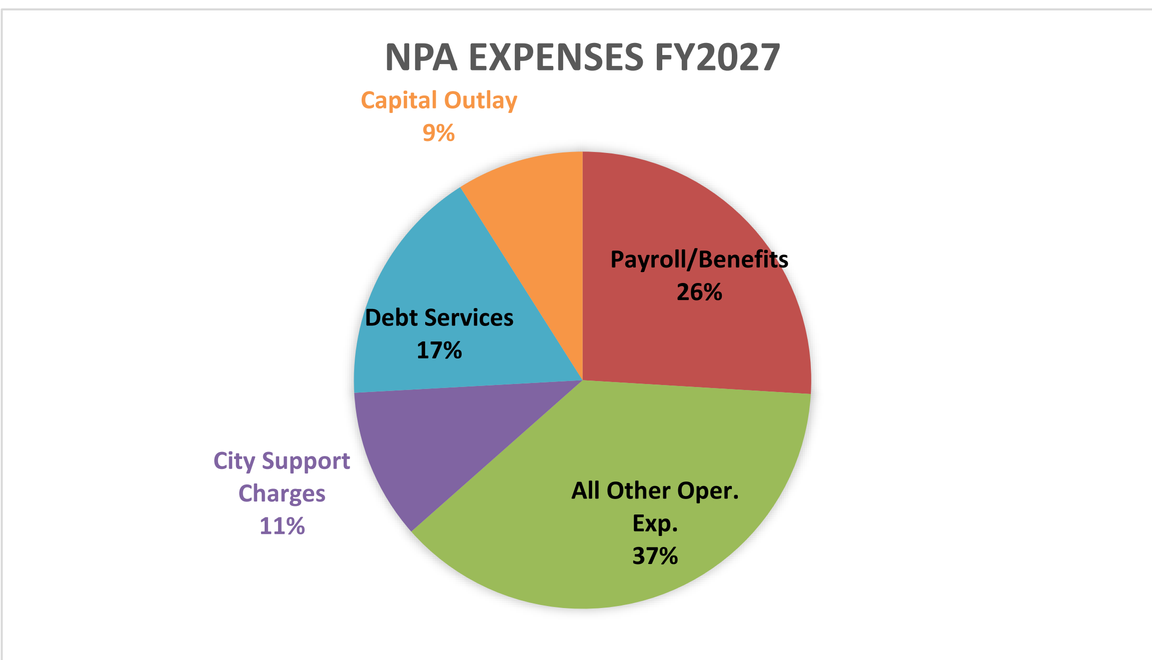
Norwalk Parking Authority
BUDGET (SUMMARY)
FY 2027

	Actual FY 2025	Budget FY 2026	Budget FY 2027	Variance $ to budget FY 2026	Variance % to Budget FY 2026
REVENUE:					
Monthly	2,531,983	2,541,454	2,560,547	19,093	0.75%
Transient	2,551,965	2,879,954	2,965,277	85,323	2.96%
Meters	747,655	756,579	791,052	34,473	4.56%
Violations	1,433,501	1,375,988	1,366,013	(9,975)	-0.72%
Sales Tax/Refunds	(352,306)	(368,878)	(377,171)	(8,293)	2.25%
TOTAL PARKING REVENUE	**6,912,798**	**7,185,097**	**7,305,718**	**120,621**	**1.68%**
Other Revenue	132,308	129,904	128,840	(1,064)	-0.82%
TOTAL SYSTEM REVENUE	**7,045,106**	**7,315,001**	**7,434,558**	**119,557**	**1.63%**
EXPENSES:					
Payroll/Benefits	1,697,546	1,883,317	1,930,290	46,974	2.49%
All Other Oper Exp	2,595,526	2,801,984	2,789,159	(12,825)	-0.46%
City Support Charges	737,109	744,019	791,226	47,207	6.34%
Debt Service	1,278,156	1,266,203	1,255,805	(10,398)	-0.82%
Capital Outlay	736,768	619,478	668,078	48,599	7.85%
Total Expenses	**6,308,338**	**6,695,523**	**6,766,481**	**70,958**	1.06%
Fund Balance	**736,768**	**619,478**	**668,078**	**48,599**	7.85%

Norwalk Parking Authority
BUDGET (Detail)
FY 2027

	Actual FY 2025	Budget FY 2026	Budget FY 2027	Variance $ to Budget FY 2026	Variance % to Budget FY 2026
PARKING REVENUE					
Monthly	2,531,983	2,541,454	2,560,547	19,093	0.75%
Transient	2,551,965	2,879,954	2,965,277	85,323	2.96%
Meters	747,655	756,579	791,052	34,473	4.56%
Violations	1,433,501	1,375,988	1,366,013	(9,975)	-0.72%
Less: Refunds	(4,153)	0	0	0	0
Less Sales Tax	(348,154)	(368,878)	(377,171)	(8,293)	2.25%
TOTAL PARKING REVENUE	**6,912,798**	**7,185,097**	**7,305,718**	**120,621**	**1.68%**
OTHER REVENUE					
Advertising	24,476	26,604	26,604	0	0.00%
Lease Income - SNRR	44,602	37,968	38,502	534	1.41%
Lease Income - YDG	17,240	17,356	17,356	0	0.00%
SNRR/ENRR Concessions	23,531	43,776	42,972	(804)	-1.84%
Investment Income	19,921	1,000	1,000	0	0.00%
ATM Machines	2,538	3,200	2,406	(794)	-24.81%
TOTAL OTHER REVENUE	**132,308**	**129,904**	**128,840**	**(1,064)**	**-0.82%**
TOTAL SYSTEM REVENUE	**7,045,106**	**7,315,001**	**7,434,558**	**119,557**	**1.63%**
EXPENSES					
Personnel/Benefits (29.5FTE)	1,697,546	1,883,317	1,930,290	46,974	2.49%
Security Service Contracts	86,735	110,000	150,000	40,000	36.36%
Equipment Expense	0	160,000	65,000	(95,000)	-59.38%
Vehicle Repair Expense	111,412	40,000	40,000	0	0.00%
Building & Property R&M	572,648	563,060	605,060	42,000	7.46%
Sanitation Expense	22,271	26,400	26,400	0	0.00%
Operating Expense	111,412	150,000	150,000	0	0.00%
Snow Removal	189,469	183,500	190,000	6,500	3.54%
Signage	40,402	50,000	50,000	0	0.00%
Tickets	17,601	5,000	17,000	12,000	240.00%
Liability Insurance	165,903	181,709	184,674	2,964	1.63%
Maritime Garage Condo Fees.	28,228	29,425	31,733	2,308	7.84%
Uniforms	7,585	40,000	40,000	0	0.00%
Utilities	78,716	82,955	84,609	1,654	1.99%
Management Fees	100,000	100,000	100,000	0	0.00%
Office Expense	30,230	20,000	20,000	0	0.00%
Service Contracts	195,173	180,356	173,312	(7,044)	-3.91%
Telephone/Data Communications	110,797	105,000	105,000	0	0.00%
Credit Card Fees	339,042	364,580	371,371	6,792	1.86%
Permit/Violation Management	127,501	125,000	150,000	25,000	20.00%
Marketing & Communications	47,947	50,000	50,000	0	0.00%
Capital Reserve & Replacement	112,500	135,000	135,000	0	0.00%
Parking Programs	99,954	100,000	50,000	(50,000)	-50.00%
TOTAL OPERATING EXPENSES	**4,293,072**	**4,685,301**	**4,719,449**	**34,149**	**0.73%**
CITY ADMINISTERED EXPENSES					
Personnel/Benefits (city alloc.)	555,161	443,512	490,719	47,207	10.64%
Electric	176,393	235,705	235,705	0	0.00%
Business Exp.	0	3,184	3,184	0	0.00%
Sewer (WPCA)	4,823	11,619	11,619	0	0.00%
Professional Service	732	45,000	45,000	0	0.00%
Legal Service	0	5,000	5,000	0	0.00%
TOTAL CITY ADMINISTERED	**737,109**	**744,019**	**791,226**	**47,207**	**6.34%**
SUB-TOTAL OPERATING EXP.	**5,030,182**	**5,429,320**	**5,510,676**	**81,356**	**1.50%**
Debt Service Interest	177,228	217,014	139,120	(77,894)	-35.89%
Debt Service Principal	1,100,928	1,049,189	1,116,685	67,496	6.43%
SUB-TOTAL DEBT SERVICE	**1,278,156**	**1,266,203**	**1,255,805**	**(10,398)**	**-0.82%**
Capital Outlay	**736,768**	**619,478**	**668,078**	**48,599**	**7.85%**
TOTAL EXPENSES	**7,045,106**	**7,315,001**	**7,434,558**	**119,557**	**1.63%**


NPA REVENUE FY2027
Other
2%
Violations
17%
Monthly
33%
Meters
10%
Transient
38%


NPA EXPENSES FY2027
Capital Outlay
9%
Payroll/Benefits
26%
Debt Services
17%
City Support
Charges
11%
All Other Oper.
Exp.
37%

CITY OF NORWALK
Joyce Liu
Director/Information Technology
125 East Avenue Room 203
Norwalk, CT 06851
Office: (203) 854-7714
www.norwalkct.gov
jliu@norwalkct.gov

TO: Finance & Claim Committee

FROM: Joyce Liu, Director of Information Technology

RE: Tyler Munis ERP SaaS Renewal Multiyear Agreement

DATE: June 11th, 2026

****

Dear Members of the Finance Committee,

I am writing to request approval to renew the City's Tyler Munis Enterprise Resource Planning (ERP) Software-as-a-Service (SaaS) agreement. Tyler Munis is the City and BOE's primary financial and administrative software platform and supports critical business operations including Finance, Human Resources, Payroll, Purchasing, Accounts Payable, Accounts Receivable, Project and Grant Accounting, Employee Self-Service, Content Management, Reporting, and Vendor Self-Service.

The City has utilized the Tyler Munis platform since approximately 2000 and relies on the system daily to manage financial transactions, budgeting, payroll processing, purchasing activities, grant management, employee services, and regulatory reporting. The Munis system is shared by both the City of Norwalk and Norwalk Public Schools (Board of Education), with more than 200 active users, including approximately 100 City users and 100 Board of Education users. Continued access to the platform is essential to maintain uninterrupted financial and administrative operations for both organizations.

The proposed renewal extends the City's SaaS agreement through September 30, 2028. As part of this amendment, the annual renewal period will be aligned with the City's fiscal cycle, changing the SaaS term to October 1 through September 30. The agreement also limits annual fee increases to no more than five percent (5%) during the renewal term, providing predictable budgeting and cost control.

The Year 1 annual SaaS renewal cost is $334,201 and includes cloud hosting, software maintenance, technical support, security updates, software enhancements, and continued access to all currently licensed Munis modules.

Given the critical nature of the City's ERP system and the importance of maintaining uninterrupted financial, payroll, purchasing, and human resources operations for both the City and Board of Education, timely approval is necessary to ensure continued service and vendor support.

Please let me know if you need any additional information or documentation to support this request. Thank you for your consideration and continued support.

Sincerely,

CITY OF NORWALK
Joyce Liu
Director/Information Technology
125 East Avenue Room 203
Norwalk, CT 06851
Office: (203) 854-7714
www.norwalkct.gov
jliu@norwalkct.gov

Joyce Liu

IT Director

ACTION REQUESTED:

Authorize the Purchasing Agent to issue a purchase order to Tyler Technologies, Inc. in an amount not to exceed $334,201.00 for the annual Tyler Munis ERP SaaS Renewal Agreement. Account Allocation: 011370-5742.

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DEPT OF FINANCE - Purchasing Department

NONCOMPETITIVE PROCUREMENT JUSTIFICATION FORM

DATE: 06/02/2026 **DEPARTMENT:** Information Technology

Procurement by non–competitive proposals may be used only when the award of a contract is infeasible under informal competitive Quotations (§3-204), Informal Competitive Request for Proposals (§3-205), seal bids, or competitive proposals and at least one of the following circumstances applies:

Check One:

☑	1	The item is available only from a single source (justification is attached). The provisions of this regulation apply to all sole source procurements unless emergency conditions exist as defined by Purchasing Guideline on Emergency Procurements
☐	2	After solicitation of several sources, competition is determined inadequate (record of source contacts and/or attempts to obtain pricing is attached)
☐	3	The compatibility of equipment, accessories, or replacement parts is of paramount consideration
☐	4	The item/service is available on a Cooperative Purchasing Agreement (please provide the organization name, quote, and the contract/agreement number)
☐	5	The public exigency or emergency for the requirement will not permit a delay resulting from competitive solicitation (documented emergency contingency is attached). **Please forward this form and supporting documentation within 48 hours of the Emergency**
☐	6	Other, please explain:

TOTAL COST: $334,201 **MUNIS Account:** 011370-5742

VENDOR: Tyler Technologies, Inc.

Purchasing Agent Signature	**The Purchasing Agent**		**Department Head Signature**
Sharon Conners — Digitally signed by Sharon Conners Date: 2026.06.02 13:55:36 -04'00'	X	**Supports**	Joyce Liu — Digitally signed by Joyce Liu Date: 2026.06.02 10:50:00 -04'00'
Purchasing Agent Name	☐	**Does Not Support**	**Department Head Name**
Date	X	**Single Source Requires Common Council Authorization (in excess of $20,000.00)?**	**Date**

JUSTIFICATION:

Tyler Munis is the City's primary financial management system and is used daily to support critical operations including budgeting, payroll, purchasing, accounts payable, accounts receivable, human resources, project and grant accounting, and financial reporting.

The City and the Board of Education both operate on the same Munis system, supporting more than 200 active users, including approximately 100 City employees and 100 Board of Education employees. The system processes payroll, manages financial transactions, tracks budgets, and supports essential business functions that are required for daily operations.

The City has utilized Tyler Munis since 2000 and relies on the system to ensure accurate financial management, regulatory compliance, and efficient delivery of services. Renewing the agreement will provide continued access to software updates, security enhancements, technical support, and system maintenance.

ANY OTHER VENDORS CONTACTED FOR PRICING? (Please attach quotes): ________________________

Vendor 1: ____

Vendor 2: ____

EMERGENCY: Explain in detail the nature of the emergency

AMENDMENT

This amendment ("Amendment") is effective as of the date of signature of the last party to sign as indicated below ("Amendment Effective Date"), by and between Tyler Technologies, Inc. with offices at One Tyler Drive, Yarmouth, Maine 04096 ("Tyler") and the City of Norwalk, Connecticut ("Client").

WHEREAS, Tyler and the Client are parties to an agreement dated October 24, 2017 ("Agreement"); and

WHEREAS, the Term of the Agreement expires February 28, 2026 ("Expiration Date");

THEREFORE, in consideration of the mutual covenants contained herein, Tyler and the Client agree as follows.

1. SaaS Term Update. As of the Amendment Effective Date, the annual SaaS renewal period is hereby updated to be October 1 through September 30.

2. SaaS Term. The term of the Agreement is hereby renewed for a term commencing on March 1, 2026, and ending September 30, 2028 (for the purposes of this Amendment, the "Renewal Term"). After the completion of the Renewal Term, the Agreement will renew automatically for additional one (1) year terms at our then-current SaaS Fees unless terminated in writing by either party at least sixty (60) days prior to the end of the then-current term. We will provide you notice of any increase in SaaS Fees no less than sixty (60) days prior to the commencement of the renewal term.

3. SaaS Fees. SaaS Fees, as detailed in the attached Sales Quotation, shown as Exhibit 1 to this amendment, for year one are invoiced annually in advance, beginning on the commencement date of the Renewal Term. Tyler shall invoice Client a pro-rated fee for the period March 1, 2026, through September 30, 2026, to align with the SaaS Term Update. Annual SaaS Fees for year two (2) (October 1, 2026, through September 30, 2027) and year three (3) (October 1, 2027, through September 30, 2028) renewals shall be invoiced at no more than a five percent (5%) increase over the previous year's fees. Subsequent annual SaaS Fees are invoiced annually in advance, beginning on the anniversary of the initial invoice date.

4. Users Limits. The SaaS fees may be based on user limits indicated in the attached Sales Quotation and the Agreement, with the Sales Quotation controlling in the event of conflict. Should the number of users be exceeded, Tyler reserves the right to re-negotiate the SaaS fees based upon any resulting changes in the pricing categories.

5. This Amendment shall be governed by and construed in accordance with the terms and conditions of the Agreement.

6. All other terms and conditions of the Agreement shall remain in full force and effect.

SIGNATURE PAGE FOLLOWS

IN WITNESS WHEREOF, persons having been duly authorized and empowered to enter into this Amendment hereunto executed this Amendment effective as of the date last set forth below.

Tyler	City of Norwalk, Connecticut
By: ___________________________	By: ___________________________
Name: _________________________	Name: _________________________
Title: __________________________	Title: __________________________
Date: __________________________	Date: __________________________

tyler technologies

Exhibit 1
Investment Summary

The following Investment Summary details the software, products, and services to be delivered by us to you under the Agreement. This Investment Summary is effective as of the Effective Date, despite any expiration date in the Investment Summary that may have lapsed as of the Effective Date.

REMAINDER OF PAGE INTENTIONALLY LEFT BLANK

Quoted By:	Christian Coons
Quote Expiration:	07/19/26
Quote Name:	City of Norwalk, CT - ERP - SaaS Renewal
Saas Term	1.00

Sales Quotation For:
Norwalk, Ct City Of
P.o. Box 5125

Norwalk CT 06856-5125

Shipping Address:
City of Norwalk
PO Box 5125
125 East Avenue
Norwalk CT 06856-5125

Tyler SaaS and Related Services

Description	Qty	Imp. Hours	Annual Fee
Financial Management			
Accounting/GL/BG/AP	1	0	$ 72,519.00
eProcurement (Vendor Access and Punch-Out)	1	0	$ 30,661.00
Project & Grant Accounting	1	0	$ 12,360.00
Purchase Orders	1	0	$ 19,366.00
Requisitions	1	0	$ 14,422.00
Human Resources Management			
Employee Self Service	1	0	$ 5,139.00
Human Resources & Talent Management	1	0	$ 8,239.00
Payroll	1	0	$ 14,917.00
Revenue Management			
Accounts Receivable	1	0	$ 16,688.00
Content Management			
Content Manager Core includes Onboarding	1	0	$ 23,255.00
Data Insights			
Crystal Reports	1	0	$ 14,650.00

Role Tailored Dashboard	1	0	$ 13,898.00
Additional			
Enterprise ERP Office	1	0	$ 13,921.00
Enterprise Forms Processing Software (including Common Form Set)	1	0	$ 6,437.00
Tax Billing (View Only)	1	0	$ 2,839.00
Subscription Fees			
Concurrent Users	1	0	$ 64,890.00
TOTAL		**0**	**$ 334,201.00**

Summary	**One Time Fees**	**Recurring Fees**
Total Tyler License Fees	$ 0.00	$ 0.00
Total SaaS	$ 0.00	$ 334,201.00
Total Tyler Services	$ 0.00	$ 0.00
Total Third-Party Hardware, Software, Services	$ 0.00	$ 0.00
Summary Total	**$ 0.00**	**$ 334,201.00**

Client’s purchase of the items listed above is subject to the Comments below
Unless otherwise indicated in the contract or amendment thereto, pricing for optional items will be held
For six (6) months from the Quote date or the Effective Date of the Contract, whichever is later.

Customer Approval: ______________________ Date: ______________________

Print Name: ______________________ P.O.#: ______________________

All Primary values quoted in US Dollars

Comments

Client agrees that items in this sales quotation are, upon Client's signature or approval of same, hereby added to the existing agreement ("Agreement") between the parties and subject to its terms. Additionally, payment for said items, as applicable but subject to any listed assumptions herein, shall conform to the following terms:

- License fees for Tyler and third party software are invoiced upon the earlier of (i) deliver of the license key or (ii) when Tyler makes such software available for download by the Client;
- Fees for hardware are invoiced upon delivery;
- Fees for year one of hardware maintenance are invoiced upon delivery of the hardware;
- Annual Maintenance and Support fees, SaaS fees, Hosting fees, and Subscription fees are first payable when Tyler makes the software available for download by the Client (for Maintenance) or on the first day of the month following the date this quotation was signed (for SaaS, Hosting, and Subscription), and any such fees are prorated to align with the applicable term under the Agreement, with renewals invoiced annually thereafter in accord with the Agreement.
- Fees for services included in this sales quotation shall be invoiced as indicated below.
    - Implementation and other professional services fees shall be invoiced as delivered.
    - Fixed-fee Business Process Consulting services shall be invoiced 50% upon delivery of the Best Practice Recommendations, by module, and 50% upon delivery of custom desktop procedures, by module.
    - Fixed-fee conversions are invoiced 50% upon initial delivery of the converted data, by conversion module, and 50% upon Client acceptance to load the converted data into Live/Production environment, by conversion module.
    - Except as otherwise provided, other fixed price services are invoiced upon complete delivery of the service. For the avoidance of doubt, where "Project Planning Services" are provided, payment shall be invoiced upon delivery of the Implementation Planning document. Dedicated Project Management services, if any, will be invoiced monthly in arrears, beginning on the first day of the month immediately following initiation of project planning.
    - If Client has purchased any change management services, those services will be invoiced in accordance with the Agreement.
    - Notwithstanding anything to the contrary stated above, the following payment terms shall apply to services fees specifically for migrations: Tyler will invoice Client 50% of any Migration Fees listed above upon Client approval of the product suite migration schedule. The remaining 50%, by line item, will be billed upon the go-live of the applicable product suite. Tyler will invoice Client for any Project Management Fees listed above upon the go-live of the first product suite. Unless otherwise indicated on this Sales quotation, annual services will be invoiced in advance, for annual terms commencing on the date this sales quotation is signed by the Client. If listed annual service(s) is an addition to the same service presently existing under the Agreement, the first term of the added annual service will be prorated to expire coterminous with the existing annual term for the service, with renewals to occur as indicated in the Agreement.
- Expenses associated with onsite services are invoiced as incurred.

Tyler's quote contains estimates of the amount of services needed, based on our preliminary understanding of the scope, level of engagement, and timeline as defined in the Statement of Work (SOW) for your project. The actual amount of services required may vary, based on these factors.

Tyler's pricing is based on the scope of proposed products and services contracted from Tyler. Should portions of the scope of products or services be altered by the Client, Tyler reserves the right to adjust prices for the remaining scope accordingly.

Unless otherwise noted, prices submitted in the quote do not include travel expenses incurred in accordance with Tyler's then-current Business Travel Policy.

Tyler's prices do not include applicable local, city or federal sales, use excise, personal property or other similar taxes or duties, which you are responsible for determining and remitting. Installations are completed remotely but can be done onsite upon request at an additional cost.

In the event Client cancels services less than four (4) weeks in advance, Client is liable to Tyler for (i) all non-refundable expenses incurred by Tyler on Client's behalf; and (ii) daily fees associated with the cancelled services if Tyler is unable to re-assign its personnel.

The Implementation Hours included in this quote assume a work split effort of 70% Client and 30% Tyler.

Implementation Hours are scheduled and delivered in four (4) or eight (8) hour increments.

Tyler provides onsite training for a maximum of 12 people per class. In the event that more than 12 users wish to participate in a training class or more than one occurrence of a class is needed, Tyler will either provide additional days at then-current rates for training or Tyler will utilize a Train-the-Trainer approach whereby the client designated attendees of the initial training can thereafter train the remaining users.

Content Manager Core includes up to 1TB of storage. Should additional storage be needed it may be purchased as needed at an annual fee of $5,000 per TB.

Financial library includes: 1 A/P check, 1 EFT/ACH, 1 Purchase order, 1099M, 1099INT, 1099S, and 1099G.

In the event Client acquires from Tyler any edition of Content Manager software other than Enterprise Edition, the license for Content Manager is restricted to use with Tyler applications only. If Client wishes to use Content Manager software with non-Tyler applications, Client must purchase or upgrade to Content Manager Enterprise Edition.

Personnel Actions Forms Library includes: standard Personnel Action form - New and standard Personnel Action Form - Change.

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INFORMATION TECHNOLOGY

CITY OF NORWALK
Joyce Liu
Director/Information Technology
125 East Avenue Room 203
Norwalk, CT 06851
Office: (203) 854-7714
www.norwalkct.gov
jliu@norwalkct.gov

TO: Finance & Claim Committee

FROM: Joyce Liu, Director of Information Technology

RE: Palo Alto Cortex XDR Pro and Unit 42 Cybersecurity Monitoring Services

DATE: June 11th, 2026

****

Dear Members of the Finance Committee,

The Information Technology Department respectfully requests approval to purchase a three-year subscription for Palo Alto Cortex XDR Pro and Unit 42 Managed Detection and Response (MDR) services to help protect the City's computer systems, employee accounts, and data from cybersecurity threats.

Cyberattacks against local governments continue to increase and can disrupt City operations, expose sensitive information, and result in costly recovery efforts. The City of Norwalk receives phishing emails and other cyber threats on a daily basis.

Cortex XDR Pro helps the IT Department detect and respond to suspicious activity on City computers and servers before it becomes a major issue. Unit 42 provides 24-hour monitoring by cybersecurity professionals who watch for threats and assist with response efforts when necessary.

Together, these services provide:

- 24x7 monitoring of City systems
- Faster detection and response to cyber threats
- Additional protection against ransomware, phishing attacks, and unauthorized access
- Access to cybersecurity experts without hiring additional staff
- Reduced risk of disruptions to City services

The City does not currently have staff available to monitor cybersecurity threats overnight, on weekends, or during holidays. This service helps fill that gap and provides an extra layer of protection when City staff are not available.

The proposed three-year agreement will provide continuous cybersecurity protection through June 2029 and help the City maintain a stronger security posture against evolving cyber threats. This investment will help protect City systems, safeguard sensitive information, and support the reliable delivery of services to residents, businesses, and visitors.

CITY OF NORWALK
Joyce Liu
Director/Information Technology
125 East Avenue Room 203
Norwalk, CT 06851
Office: (203) 854-7714
www.norwalkct.gov
jliu@norwalkct.gov

Sincerely,

Joyce Liu

IT Director

ACTION REQUESTED:

Authorize the Purchasing Agent to issue a purchase order to Palo Alto Networks, Inc. in an amount not to exceed $146,148.01 for a three-year subscription of Cortex XDR Pro licensing and Unit 42 Managed Detection and Response (MDR) services. These services provide advanced endpoint protection, threat detection, incident response, and 24x7 security monitoring to help safeguard the City's information technology systems from cybersecurity threats. Account Allocation: 09261370-5777-C0375.

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DEPT OF FINANCE - Purchasing Department

NONCOMPETITIVE PROCUREMENT JUSTIFICATION FORM

DATE: 06/04/2026 **DEPARTMENT:** Information Technology

Procurement by non–competitive proposals may be used only when the award of a contract is infeasible under informal competitive Quotations (§3-204), Informal Competitive Request for Proposals (§3-205), seal bids, or competitive proposals and at least one of the following circumstances applies:

Check One:

☐	1	The item is available only from a single source (justification is attached). The provisions of this regulation apply to all sole source procurements unless emergency conditions exist as defined by Purchasing Guideline on Emergency Procurements
☐	2	After solicitation of several sources, competition is determined inadequate (record of source contacts and/or attempts to obtain pricing is attached)
☐	3	The compatibility of equipment, accessories, or replacement parts is of paramount consideration
☑	4	The item/service is available on a Cooperative Purchasing Agreement (please provide the organization name, quote, and the contract/agreement number)
☐	5	The public exigency or emergency for the requirement will not permit a delay resulting from competitive solicitation (documented emergency contingency is attached). **Please forward this form and supporting documentation within 48 hours of the Emergency**
☐	6	Other, please explain:

TOTAL COST: $146,148 **MUNIS Account:** 0926-1370-5777-C0375

VENDOR: Palo Alto Networks, Inc. (GovConnection,Inc.)

Purchasing Agent Signature	**The Purchasing Agent**		**Department Head Signature**
Sharon Conners Digitally signed by Sharon Conners Date: 2026.06.04 13:24:01 -04'00'	X	**Supports**	Joyce Liu Digitally signed by Joyce Liu Date: 2026.06.04 10:42:41 -04'00'
Purchasing Agent Name	☐	**Does Not Support**	**Department Head Name**
Date	☐	**Single Source Requires Common Council Authorization (in excess of $20,000.00)?**	**Date**

JUSTIFICATION:

The City of Norwalk has been using Palo Alto Cortex XDR for approximately seven years to protect City computers and servers from cybersecurity threats. The software has been an important part of the City's cybersecurity program and is already deployed throughout the organization.

This purchase upgrades the City to Cortex XDR Pro and adds Unit 42 Managed Detection and Response (MDR) services. The upgrade provides additional threat detection capabilities and 24-hour monitoring by cybersecurity professionals.

Currently, the City's IT staff monitor cybersecurity alerts during normal business hours. The City does not have staff available to monitor security threats overnight, on weekends, or during holidays. Unit 42 provides 24x7 monitoring and will notify the IT Department if a serious threat is detected, allowing faster response to potential cybersecurity incidents.

Continuous monitoring and managed detection services are recommended by federal and state cybersecurity programs, including CISA, as a best practice for protecting government systems from ransomware, phishing attacks, and other cyber threats.

Palo Alto Networks has provided special pricing that is available through July 31, 2026. Approving the purchase now allows the City to take advantage of this discounted pricing while improving cybersecurity protection for City systems and data.

This investment will help protect City operations, reduce cybersecurity risk, and provide around-the-clock monitoring without the cost of hiring additional full-time staff.

PA Review/Notes: Cooperative Purchasing Association Agreement OMNIA Partners/Region 4 ESC Contract # R250605.

ANY OTHER VENDORS CONTACTED FOR PRICING? (Please attach quotes): ______________________

Vendor 1: ____

Vendor 2: ____

EMERGENCY: Explain in detail the nature of the emergency

Connection
PUBLIC SECTOR SOLUTIONS
we solve IT

SALES QUOTE

GovConnection, Inc.
732 Milford Road
Merrimack, NH 03054

Account Executive: Anthony Forno
Phone: (800) 800-0019 ext. 75004
Fax: 603-683-0827
Email: anthony.forno@connection.com

 # 25894014.01

PLEASE REFER TO THE ABOVE QUOTE # WHEN ORDERING

Date: **6/4/2026**
Valid Through: **7/24/2026**
Account #: **S01766**

Customer Contact: Joyce Liu
Email: jliu@norwalkct.org
Phone: (203) 854-7726
Fax: (203) 857-0143

QUOTE PROVIDED TO:	SHIP TO:
AB#: 12884	AB#: 14774888
CITY OF NORWALK	**CITY OF NORWALK CONNECTICUT**
ACCOUNTS PAYABLE/CITY HAL	AnneMArie Silva
PO BOX 5125	125 EAST AVE STE 203
125 EAST AVE, RM 233	NORWALK, CT 06851
NORWALK, CT 06854	US
US	
(203) 854-7712	(203) 854-7849

DELIVERY	FOB	SHIP VIA	PRODUCT WEIGHT	TERMS	CONTRACT ID#
5-30 Days A/R/O	Destination	Small Pkg Ground Service Level	.00 lbs	Net 30	R250605

Important Notice: --- THIS QUOTATION IS SUBJECT TO THE FOLLOWING Terms of Sale: All purchases from GovConnection, Inc. are subject to the Terms and Conditions of our OMNIA Partners/Region 4 ESC Contract # R250605. Any Order accepted by GovConnection for the items included in this Quotation is expressly limited to those Terms and Conditions; any other terms and conditions referenced or appearing in your Purchase Order are considered null and void. No other terms and conditions shall apply without the written consent of GovConnection, Inc. Please refer to our Quote Number in your order.

*	Line #	Qty	Item #	Mfg. Part #	Description	Mfg.	Price	Ext
	1	950	38337602	PAN-XDR-ADV-EP	Cortex XDR Pro 1 Endpoint 30 Days -	Palo Alto Networks	$ 23.93	$ 22,733.50
	2	1	42102253	PAN-UNIT42-MDR-EP	EXTENDED MANAGEDDETECTION AND RESPONSE SERVICE FOR XDR PROEP AND CLOUD. SUBSCRIPTION INCLUDES XTHCAP -	Palo Alto Networks	$ 77,748.01	$ 77,748.01
	3	950	41549817	PAN-XDR-FRNS	Annual Forensics add-on for Cortex XDR -	Palo Alto Networks	$ 42.73	$ 40,593.50
	4	950	41207767	PAN-XDR-HOST-INST	Host Insights Add-On for Cortex XDR -	Palo Alto Networks	$ 5.34	$ 5,073.00
	5	1	41564994	PAN-CONSULT-XDR-EP-QS-S	Palo Alto Networks : QuickStart Services for Cortex XDR - up to 2000 Agents -	Palo Alto Networks	$ -	$ -
	6	950	42131642	PA-MDR-1Y	SOCaaS annual MDR subscription per endpoint 500 endpoint minimum -	Palo Alto Networks	$ -	$ -
	7	950	42131642	PA-MDR-1Y	SOCaaS annual MDR subscription per endpoint 500 endpoint minimum -	Palo Alto Networks	$ -	$ -
	8	950	42131642	PA-MDR-1Y	SOCaaS annual MDR subscription per endpoint 500 endpoint minimum -	Palo Alto Networks	$ -	$ -

Subtotal	**$ 146,148.01**
Fee	**$ 0.00**
Shipping and Handling	**$ 0.00**
Tax	**Exempt!**
Total	**$ 146,148.01**

Connection
PUBLIC SECTOR SOLUTIONS
we solve IT

SALES QUOTE

GovConnection, Inc.
732 Milford Road
Merrimack, NH 03054

Account Executive: Anthony Forno
Phone: (800) 800-0019 ext. 75004
Fax: 603-683-0827
Email: anthony.forno@connection.com

 # 25894014.01

PLEASE REFER TO THE ABOVE QUOTE # WHEN ORDERING

Date: 6/4/2026
Valid Through: 7/24/2026
Account #: S01766

Customer Contact: Joyce Liu
Email: jliu@norwalkct.org
Phone: (203) 854-7726
Fax: (203) 857-0143

QUOTE PROVIDED TO:	SHIP TO:
AB#: 12884	AB#: 14774888
CITY OF NORWALK	**CITY OF NORWALK CONNECTICUT**
ACCOUNTS PAYABLE/CITY HAL	AnneMArie Silva
PO BOX 5125	125 EAST AVE STE 203
125 EAST AVE, RM 233	NORWALK, CT 06851
NORWALK, CT 06854	US
US	
(203) 854-7712	(203) 854-7849

DELIVERY	FOB	SHIP VIA	PRODUCT WEIGHT	TERMS	CONTRACT ID#
5-30 Days A/R/O	Destination	Small Pkg Ground Service Level	.00 lbs	Net 30	R250605

Important Notice: --- THIS QUOTATION IS SUBJECT TO THE FOLLOWING Terms of Sale: All purchases from GovConnection, Inc. are subject to the Terms and Conditions of our OMNIA Partners/Region 4 ESC Contract # R250605. Any Order accepted by GovConnection for the items included in this Quotation is expressly limited to those Terms and Conditions; any other terms and conditions referenced or appearing in your Purchase Order are considered null and void. No other terms and conditions shall apply without the written consent of GovConnection, Inc. Please refer to our Quote Number in your order.

*	Line #	Qty	Item #	Mfg. Part #	Description	Mfg.	Price	Ext

QUOTE TERMS AND CONDITIONS

Unless you have a written master purchase agreement in effect with PC Connection, Inc., PC Connection Sales Corporation, MoreDirect, Inc., or GovConnection, Inc. (each doing business as Connection), that expressly governs this transaction, all orders are governed by Connection s Terms and Conditions of Sale available at: https://www.govconnection.com/content/about/legal/terms-and-conditions-sale (the Agreement), which are incorporated by reference as if fully set forth in this Quote.

Some products and services sold by Connection come with end user license agreements (EULAs) from the original manufacturer or service provider (OEM), as well as certain required reseller pass-through terms that Connection must provide or enforce. These terms may be shared with you either by the OEM or by Connection. For your convenience, applicable terms for certain products are available here: https://www.govconnection.com/content/about/legal/oem-cloud-software-mandatory-end-customer-notice . Please review this page to see whether any of the products you are purchasing are listed. These terms apply in addition to this Agreement or any applicable master purchase agreement.

Most license and subscription products renew automatically under OEM terms. You are responsible for timely cancellation as required by the OEM. Cancellation and refund rights are governed by OEM terms, and some products or services may be non-cancellable and non-refundable once ordered, activated, or renewed. You remain responsible for any non-cancellable or non-refundable charges.

By placing an order in response to this Quote or using the products or services described, you agree to the Agreement (if no master purchase agreement applies) and all OEM and pass-through terms. No signature is required. Any additional or different customer terms are rejected. If you do not agree, do not place an order or use the products or services.

Pricing and availability are subject to change prior to shipment (in the case of equipment) or delivery (in the case of software). Connection reserves the right, prior to shipment or delivery, to adjust pricing or cancel any order for any reason, including manufacturer price increases, allocation changes, tariffs, exchange rate fluctuations, supply constraints, or other factors beyond Connection s reasonable control. Orders are not binding until shipment or delivery.

From:	Conners, Sharon
To:	Liu, Joyce
Cc:	Lam, Chitsamay
Subject:	RE: MDR service purchase x 3 years
Date:	Thursday, June 4, 2026 1:17:00 PM
Attachments:	image002.png image003.png

Thanks for the explanation.

Sharon Conners
Purchasing Agent
City of Norwalk
125 East Avenue
PO BOX 5125
Norwalk, CT 06856-5125
203-854-7947 office

Purchasing & Central Services

From: Liu, Joyce <JLiu@norwalkct.gov>
Sent: Thursday, June 4, 2026 12:15 PM
To: Conners, Sharon <sconners@norwalkct.gov>
Cc: Lam, Chitsamay <CLam@norwalkct.gov>
Subject: RE: MDR service purchase x 3 years

Yes. Cortex XDR is the base version, and we have been planning to upgrade to Cortex XDR Pro as soon as possible.

For some background, last October we were in the middle of transitioning network services from a DBO to City-managed services. DBO is hard to work with before and after the transition. With the Cortex renewal deadline approaching in November, we renewed the existing Cortex XDR licenses was the least disruptive option.

We reached out to Palo Alto early this year to make sure we have enough time to upgrade to XDR pro and explore the MDR unit 42. Palo mentioned that that they are running a special special pricing for Cortex XDR Pro combined with Unit 42 MDR services and end on 7/31/2026. It is aligned with our MDR capital request for FY 2026-2027. After reviewing the costs, the savings from the special pricing more than offset the remaining value of the current Cortex XDR licenses. And City can gain the enhanced capabilities of XDR Pro and 24x7 monitoring through Unit 42 sooner.

Joyce Liu
Director/Information Technology
City of Norwalk
125 East Ave Room 203
Norwalk, CT 06851-5125

Office: (203) 854-7726
www.norwalkct.gov
jliu@norwalkct.gov

I ♥ NORWALK
INFORMATION TECHNOLOGY

From: Conners, Sharon <sconners@norwalkct.gov>
Sent: Thursday, June 4, 2026 11:36 AM
To: Liu, Joyce <JLiu@norwalkct.gov>
Cc: Lam, Chitsamay <CLam@norwalkct.gov>
Subject: RE: MDR service purchase x 3 years

Question: Is our current Endpoint Security(Cortex XDR) with DBO/Advance Network ending on 11/22/2026? Or did that end already?

Sharon Conners
Purchasing Agent
City of Norwalk
125 East Avenue
PO BOX 5125
Norwalk, CT 06856-5125
203-854-7947 office

Purchasing & Central Services

I ♥ NORWALK
PURCHASING DEPARTMENT

From: Liu, Joyce <JLiu@norwalkct.gov>
Sent: Thursday, June 4, 2026 10:46 AM
To: Conners, Sharon <sconners@norwalkct.gov>
Cc: Lam, Chitsamay <CLam@norwalkct.gov>
Subject: MDR service purchase x 3 years

Sharon,
This item will be added to 6/11 Finance and Claim. Any questions, please let me know.
Joyce Liu
Director/Information Technology
City of Norwalk
125 East Ave Room 203
Norwalk, CT 06851-5125
Office: (203) 854-7726
www.norwalkct.gov

ClearGov® Amendment

2 Mill & Main; Suite 630; Maynard, MA 01754

Created By	Michael Lanza
Contact Phone	(617) 816-7726
Contact Email	mlanza@cleargov.com

Order Date	**Apr 14, 2026**
Order Valid If Signed By	**Apr 30, 2026**

Customer Information

Customer	City of Norwalk	**Customer Annual Budgeted Expenditures - All Funds Total**			**$540,000,000**
Address	125 East Avenue	**Contact**	Barbara C. Smyth	**Billing Contact**	Tom Ellis
City, St, Zip	Norwalk, CT 06851	**Title**	Mayor	**Title**	Director of Management and Budgets
Phone	(203) 854-7708	**Email**	bcsmyth@norwalkct.gov	**Email**	tellis@norwalkct.gov
				PO (Y/N)	

The following Services are hereby added to the scope of the Original Agreement:

Setup Services	**Service Fees**
ClearGov Setup: Includes activation, onboarding, and training for ClearGov solutions	$ 11,880.00
Total ClearGov Setup Service Fee - Billed ONE TIME	**$ 11,880.00**
Subscription Services	
ClearGov Platform	
ClearGov Operational Budgeting	
ClearGov Subscription Service Fee	$ 36,300.00
ClearGov Existing Customer Discount:	$ (5,445.00)
Total Net ClearGov Subscription Service Fee - Billed ANNUALLY IN ADVANCE	**$ 30,855.00**

ClearGov will provide your Services according to this schedule:

Period	Start Date	End Date	Description
Setup	Jul 1, 2026	Jul 1, 2026	ClearGov Setup Services
Initial	Jul 1, 2026	Jun 30, 2029	ClearGov Subscription Services

To be clear, you will be billed as follows:

Billing Date(s)	Amount(s)	Notes
Jul 1, 2026	$42,735.00	One-time Setup & Annual Subscription Fee
Jul 1, 2027	$32,397.75	Annual Subscription Fee
Jul 1, 2028	$34,017.63	Annual Subscription Fee
Additional subscription years and/or renewals will be billed annually in accordance with pricing and terms set forth herein.		

Billing Terms & Conditions

Valid Until	**Apr 30, 2026**	Pricing set forth herein is valid only if ClearGov Service Order is executed on or before this date.
Payment	**Net 30**	All invoices are due Net 30 days from the date of invoice.
Rate Increase	5% per annum	The Annual Subscription Service Fee shall automatically increase by this amount.

General Terms & Conditions

Original Service Order Amendment	As of 07/01/2026, this Amendment amends the Orginal ClearGov Service Order with an Order Date of 06/30/2024.
Statement of Work	ClearGov and Customer mutually agree to the ClearGov Service activation and onboarding process set forth in the attached Statement of Work. Please note that ClearGov will not activate and/or implement services for any Customer with outstanding balance past due over 90 days for any previous subscription services.

Taxes	The Service Fees and Billing amounts set forth above in this ClearGov Service Order **DO NOT** include applicable taxes. In accordance with the laws of the applicable state, in the event that sales, use or other taxes apply to this transaction, ClearGov shall include such taxes on applicable invoices and Customer is solely responsible for such taxes, unless documentation is provided to ClearGov demonstrating Customer's exemption from such taxes.

Customer	
Signature	
Name	Barbara C. Smyth
Title	Mayor

ClearGov, Inc.	
Signature	
Name	Michael Mattson
Title	Chief Revenue Officer

Please e-mail signed Service Order to Orders@ClearGov.com or Fax to (774) 759-3045

Order Type (ClearGov Internal Use Only)			
Select Order Type for this Service Order	XS	**If XS: Original Service Order Date**	6/30/24

Statement of Work

This Statement of Work outlines the roles and responsibilities by both ClearGov and Customer required for the activation and onboarding of the ClearGov Service. ClearGov will begin this onboarding process upon execution of this Service Order. All onboarding services and communications will be provided through remote methods - email, phone, and web conferencing.

ClearGov Responsibilities

- ClearGov will activate ClearGov Service subscription(s) as of the applicable Start Date(s). ClearGov will create the initial Admin User account, and the Customer Admin User will be responsible for creating additional User accounts.

- ClearGov will assign an Implementation Manager (IM) responsible for managing the activation and onboarding process. ClearGov IM will coordinate with other ClearGov resources, as necessary.

- ClearGov IM will provide a Kickoff Call scheduling link to the Customer’s Primary Contact. Customer should schedule Kickoff Call within two weeks after the Service Order has been executed.

- If Customer is subscribing to any products that require data onboarding:
  - ClearGov IM will provide a Data Discovery Call scheduling link to the Customer’s Primary Contact. Customer should schedule Data Discovery Call based on the availability of Customer’s staff.
  - ClearGov will provide Customer with financial data requirements and instructions, based on the ClearGov Service subscription(s).
  - ClearGov will review financial data files and confirm that data is complete, or request additional information, if necessary. Once complete financial data files have been received, ClearGov will format the data, upload it to the ClearGov platform and complete an initial mapping of the data.
  - After initial mapping, ClearGov will schedule a Data Review call with a ClearGov Data Onboarding Consultant (DOC), who will present how the data was mapped, ask for feedback, and address open questions. Depending upon Customer feedback and the complexity of data mapping requests, there may be additional follow-up calls or emails required to complete the data onboarding process.

- ClearGov will inform Customer of all training, learning, and support options. ClearGov recommends all Users attend ClearGov Academy training sessions and/or read Support Center articles before using the ClearGov Service to ensure a quick ramp and success. As needed, ClearGov will design and deliver customized remote training and configuration workshops for Admins and one for End Users - via video conference - and these sessions will be recorded for future reference.

- ClearGov will make commercially reasonable efforts to complete the onboarding/activation process in a timely fashion, provided Customer submits financial data files and responds to review and approval requests by ClearGov in a similarly timely fashion. Any delay by Customer in meeting these deliverable requirements may result in a delayed data onboarding process. Any such delay shall not affect or change the Service Period(s) as set forth in the applicable Service Order.

Customer Responsibilities

- Customer's Primary Contact will coordinate the necessary personnel to attend the Kickoff and Data Discovery Calls within two weeks after the Service Order has been executed. If Customer needs to change the date/time of either of these calls, the Primary Contact will notify the ClearGov IM at least one business day in advance.

- If Customer is subscribing to any products that require data onboarding:
   - Customer will provide a complete set of requested financial data files (revenue, expense, chart of accounts, etc.) to ClearGov in accordance with the requirements provided by ClearGov.
   - Customer's Primary Contact will coordinate the necessary personnel to attend the Data Discovery and Data Review calls. It is recommended that all stakeholders with input on how data should be mapped should attend. Based on these calls and any subsequent internal review, Customer shall provide a detailed list of data mapping requirements and requested changes to data mapping drafts in a timely manner, and Customer will approve the final data mapping, once completed to Customer's satisfaction.

- Customer will complete recommended on-demand training modules in advance of customized training & configuration workshops.

- Customer shall be solely responsible for importing and/or inputting applicable text narrative, custom graphics, performance metrics, capital requests, personnel data, and other such information for capital budget, personnel budget, budget books, projects, dashboards, etc.

DEPT OF FINANCE - Purchasing Department

NONCOMPETITIVE PROCUREMENT JUSTIFICATION FORM

DATE: 5/15/24 **DEPARTMENT:** Finance -- MGT & Budgets

Procurement by non–competitive proposals may be used only when the award of a contract is infeasible under informal competitive Quotations (§3-204), Informal Competitive Request for Proposals (§3-205), seal bids, or competitive proposals and at least one of the following circumstances applies:

Check One:

☐	1	The item is available only from a single source (justification is attached). The provisions of this regulation apply to all sole source procurements unless emergency conditions exist as defined by Purchasing Guideline on Emergency Procurements
☐	2	After solicitation of several sources, competition is determined inadequate (record of source contacts and/or attempts to obtain pricing is attached)
☐	3	The compatibility of equipment, accessories, or replacement parts is of paramount consideration
☑	4	The item/service is available on a Cooperative Purchasing Agreement (please provide the organization name, quote, and the contract/agreement number)
☐	5	The public exigency or emergency for the requirement will not permit a delay resulting from competitive solicitation (documented emergency contingency is attached). **Please forward this form and supporting documentation within 48 hours of the Emergency**
☐	6	Other, please explain:

TOTAL COST: $40,000.00 **MUNIS Account:** 09241350-5777-C0090

VENDOR: ______________________________

Purchasing Agent Signature	**The Purchasing Agent**		**Department Head Signature**
Sharon Conners Digitally signed by Sharon Conners Date: 2024.06.13 13:54:18 -04'00'	☑	**Supports**	
Purchasing Agent Name	☐	**Does Not Support**	**Department Head Name**
	☐	**Single Source Requires Common Council Authorization (in excess of $20,000.00)?**	Tom Ellis
Date			**Date** 5/15/24

JUSTIFICATION:

The Finance Department produces at least 4 Budget Books per year, mandated by various State Statutes and City Charter requirements. There are Recommended and Approved Budget Books for both the Operating and Capital expenditures. These books are manually created using spreadsheets, word documents, PDF's, and charts. They are very labor and time intensive too produce and take a significant amount of supplies (binders, printing, mailings). Increasingly, more and more municipalities have been migrating to an electronic platform to create Digital Budget Books. There are vendors that utilize cloud based software to house all of the data and information in one location. This enable faster and more efficient production as well as a more refined and polished end product. Over the last several years, the Finance Department has interviewed various vendors and seen multiple demonstrations of the products. We have also spoken to numerous municipalities in Connecticut that have transitioned to the Digital Budget Books to hear about their implementation experience.

Among all the vendors we have seen and reviewed, ClearGov is the only one that is part of the CRCOG (Central Region Council of Governments) Purchasing Cooperative. By selecting ClearGov as the vendor of choice we will be able to get pricing that allows us to stay within the $40,000 authorized appropriation amount of this project.

ANY OTHER VENDORS CONTACTED FOR PRICING? (Please attach quotes): ______________________

Vendor 1: ____

Vendor 2: ____

EMERGENCY: Explain in detail the nature of the emergency

ClearGov® — Service Order

2 Mill & Main; Suite 630; Maynard, MA 01754

Created by	Rob Battaglia
Contact Phone	631-747-3253
Contact Email	rbattaglia@cleargov.com

Order Date	May 10, 2024
Order valid if signed by	**Jun 30, 2024**

Customer Information

Customer	City of Norwalk	**Contact**	Tom Ellis	**Billing Contact**	
Address	125 East Avenue	**Title**	Director of Management and Budgets	**Title**	
City, St, Zip	Norwalk, CT 06851	**Email**	tellis@norwalkct.gov	**Email**	
Phone	203-854-7708			**PO # (If any)**	

The Services you will receive and the Fees for those Services are...

Set up Services	Tier/Rate	Service Fees
ClearGov Setup: Includes activation, onboarding and training for ClearGov solutions	Tier 4	$ 6,180.00
ClearGov Setup: BCM Bundle Discount - Discount for bundled BCM solutions	Tier 4	$ (4,180.00)
Total ClearGov Setup Service Fee - Billed ONE-TIME		**$ 2,000.00**
Subscription Services	**Tier**	**Service Fees**
ClearGov BCM Capital Budgeting - Civic Edition	Tier 4	$ 15,500.00
ClearGov BCM Digital Budget Book - Civic Edition	Tier 4	$ 14,160.00
ClearGov BCM Bundle Discount: Discount for bundled BCM solutions	Tier 4	$ (5,932.00)
Total ClearGov Subscription Service Fee - Billed ANNUALLY IN ADVANCE		**$ 23,728.00**

ClearGov will provide your Services according to this schedule...

Period	Start Date	End Date	Description
Setup	Jul 1, 2024	Jul 1, 2024	ClearGov Setup Services
Initial	Jul 1, 2024	Jun 30, 2029	ClearGov Subscription Services

To be clear, you will be billed as follows...

Billing Date(s)	Amount(s)	Notes
Jul 1, 2024	$2,000.00	One Time Setup Fee
Jul 1, 2024	$23,728.00	Annual Subscription Fee

Additional subscription years and/or renewals will be billed annually in accordance with pricing and terms set forth herein.

Billing Terms and Conditions

Valid Until	**Jun 30, 2024**	Pricing set forth herein is valid only if ClearGov Service Order is executed on or before this date.
Payment	**Net 30**	All invoices are due Net 30 days from the date of invoice.
Initial Period Rate Increase	3% per annum	During the Initial Service Period, the Annual Subscription Service Fee shall automatically increase by this amount.
Rate Increase	6% per annum	After the Initial Service Period, the Annual Subscription Service Fee shall automatically increase by this amount.

General Terms & Conditions

Customer Satisfaction Guarantee	During the first thirty (30) days of the Service, Customer shall have the option to terminate the Service, by providing written notice. In the event that Customer exercises this customer satisfaction guarantee option, such termination shall become effective immediately and Customer shall be eligible for a full refund of the applicable Service Fees.

Statement of Work	ClearGov and Customer mutually agree to the ClearGov Service activation and onboarding process set forth in the attached Statement of Work. Please note that ClearGov will not activate and/or implement services for any Customer with outstanding balance past due over 90 days for any previous subscription services.
Taxes	The Service Fees and Billing amounts set forth above in this ClearGov Service Order **DO NOT** include applicable taxes. In accordance with the laws of the applicable state, in the event that sales, use or other taxes apply to this transaction, ClearGov shall include such taxes on applicable invoices and Customer is solely responsible for such taxes, unless documentation is provided to ClearGov demonstrating Customer's exemption from such taxes.
Term & Termination	Subject to the termination rights and obligations set forth in the ClearGov BCM Service Agreement, this ClearGov Service Order commences upon the Order Date set forth herein and shall continue until the completion of the Service Period(s) for the Service(s) set forth herein. Each Service shall commence upon the Start Date set forth herein and shall continue until the completion of the applicable Service Period. To be clear, Customer shall have the option to Terminate this Service Order on an annual basis by providing notice at least sixty (60) days prior to the end of the then current Annual Term.
Appropriations	Customer shall have the option to terminate this ClearGov Service Order in advance of any annual renewal in the event that the applicable appropriating body does not appropriate funds for such upcoming renewal period.
Auto-Renewal	After the Initial Period, the Service Period for any ClearGov Annual Subscription Services shall automatically renew for successive annual periods (each an ***"Annual Term"***), unless either Party provides written notice of its desire not to renew at least sixty (60) days prior to the end of the then current Annual Term.
Agreement	The signature herein affirms your commitment to pay for the Service(s) ordered in accordance with the terms set forth in this ClearGov Service Order and also acknowledges that you have read and agree to the terms and conditions set forth in the ClearGov BCM Service Agreement found at the following URL: http://www.ClearGov.com/terms-and-conditions. This Service Order incorporates by reference the terms of such ClearGov BCM Service Agreement.
CRCOG Agreement and Conflicting Terms	This ClearGov Service Order and the BCM Service Agreement shall be subject to the Professional Services Agreement by and between Capitol Region Council of Governments and ClearGov for Municipal Budget Software (the "CRCOG Agreement") executed by both Parties. In the event that any terms set forth in the ClearGov Service Order or BCM Service Agreement should conflict in any way with the terms set forth in the CRCOG Agreement, the CRCOG Agreement terms shall prevail and take precedence.

Customer	
Signature	
Name	
Title	

ClearGov, Inc.	
Signature	
Name	Bryan A. Burdick
Title	President

Please e-mail signed Service Order to Orders@ClearGov.com or Fax to (774) 759-3045

Customer Upgrades (ClearGov internal use only)			
This Service Order is a Customer Upgrade	No	**If Yes: Original Service Order Date**	

Statement of Work

This Statement of Work outlines the roles and responsibilities by both ClearGov and Customer required for the activation and onboarding of the ClearGov Service. ClearGov will begin this onboarding process upon execution of this Service Order. All onboarding services and communications will be provided through remote methods - email, phone, and web conferencing.

ClearGov Responsibilities
- ClearGov will activate ClearGov Service subscription(s) as of the applicable Start Date(s). ClearGov will create the initial Admin User account, and the Customer Admin User will be responsible for creating additional User accounts. - ClearGov will assign an Implementation Manager (IM) responsible for managing the activation and onboarding process. ClearGov IM will coordinate with other ClearGov resources, as necessary. - ClearGov IM will provide a Kickoff Call scheduling link to the Customer’s Primary Contact. Customer should schedule Kickoff Call within two weeks after the Service Order has been executed. - If Customer is subscribing to any products that require data onboarding: - ClearGov IM will provide a Data Discovery Call scheduling link to the Customer’s Primary Contact. Customer should schedule Data Discovery Call based on the availability of Customer’s staff. - ClearGov will provide Customer with financial data requirements and instructions, based on the ClearGov Service subscription(s). - ClearGov will review financial data files and confirm that data is complete, or request additional information, if necessary. Once complete financial data files have been received, ClearGov will format the data, upload it to the ClearGov platform and complete an initial mapping of the data. - After initial mapping, ClearGov will schedule a Data Review call with a ClearGov Data Onboarding Consultant (DOC), who will present how the data was mapped, ask for feedback, and address open questions. Depending upon Customer feedback and the complexity of data mapping requests, there may be additional follow-up calls or emails required to complete the data onboarding process. - ClearGov will inform Customer of all training, learning, and support options. ClearGov recommends all Users attend ClearGov Academy training sessions and/or read Support Center articles before using the ClearGov Service to ensure a quick ramp and success. As needed, ClearGov will design and deliver customized remote training and configuration workshops for Admins and one for End Users - via video conference - and these sessions will be recorded for future reference. - ClearGov will make commercially reasonable efforts to complete the onboarding/activation process in a timely fashion, provided Customer submits financial data files and responds to review and approval requests by ClearGov in a similarly timely fashion. Any delay by Customer in meeting these deliverable requirements may result in a delayed data onboarding process. Any such delay shall not affect or change the Service Period(s) as set forth in the applicable Service Order.

Customer Responsibilities
- Customer's Primary Contact will coordinate the necessary personnel to attend the Kickoff and Data Discovery Calls within two weeks after the Service Order has been executed. If Customer needs to change the date/time of either of these calls, the Primary Contact will notify the ClearGov IM at least one business day in advance. - If Customer is subscribing to any products that require data onboarding: - Customer will provide a complete set of requested financial data files (revenue, expense, chart of accounts, etc.) to ClearGov in accordance with the requirements provided by ClearGov. - Customer's Primary Contact will coordinate the necessary personnel to attend the Data Discovery and Data Review calls. It is recommended that all stakeholders with input on how data should be mapped should attend. Based on these calls and any subsequent internal review, Customer shall provide a detailed list of data mapping requirements and requested changes to data mapping drafts in a timely manner, and Customer will approve the final data mapping, once completed to Customer’s satisfaction. - Customer will complete recommended on-demand training modules in advance of customized training & configuration workshops. - Customer shall be solely responsible for importing and/or inputting applicable text narrative, custom graphics, performance metrics, capital requests, personnel data, and other such information for capital budget, personnel budget, budget books, projects, dashboards, etc.

APPENDIX A
SIDE LETTER AGREEMENT

____

____

____
(Member Name and Address)

Re: Budgeting Software to CRCOG as an agency and to member communities for a partnership to be administered by the Capitol Region Council of Governments ("CRCOG"); such to be provided by (the "Vendor").

Dear_______________ and ClearGov:
(Member) (Vendor)

This letter ("Letter Agreement") is intended to confirm the agreement of (the "Vendor"), CRCOG and the Town/Agency of _________________ (the "Member") as one of the members of the CRCOG (each a "Member", collectively, the "Members") to participate in the Budgeting Software Agreement (the "Agreement") for the provision of budgeting software to CRCOG member communities for the period commencing November 15, 2022 and ending June 30, 2025, with additional multiple two-year extension options. By executing this side letter agreement, the undersigned Member agrees to be bound by the terms and conditions of the agreement.

The parties to this side letter agreement agree that (the "Vendor") will provide budgeting software. This software product and services shall be provided during the term of the Agreement and under the terms and conditions contained in the Agreement to be attached to this letter and thereby incorporated herein by reference.

Further, (the "Member") agrees to promptly pay all fees in accordance with the terms and conditions of the Agreement and any and all attachments thereto. If (the "Member") fails to meet its obligations under this letter, (the "Vendor") quote and any and all attachments thereto, (the "Vendor") agrees that it shall pursue its legal remedies against the (the "Member") and that (the "Vendor") shall have no legal remedies whatsoever against CRCOG. The (the "Member") agrees to indemnify, defend and hold CRCOG harmless against any and all claims made by (Vendor) arising from this side letter agreement and/or any services rendered hereunder by (the "Vendor") to (the "Member").

The Parties agree that CRCOG has agreed to act as the administrator of the Agreement, which includes the duties to manage any renewal options, or other administrative tasks that exist under the Agreement.

Acting as the administrator does not include any of the following day-to-day management tasks: monitoring services, monitoring of town-based project work, or responsibility for any payments under the Agreement.

Please acknowledge your acceptance of the terms contained in this letter by **signing three copies** of this letter where indicated below, **retaining one original for your file, and returning two to my attention.**

Sincerely,

Matthew W. Hart
Executive Director, CRCOG

Accepted and agreed to:

VENDOR

Signature: ____

Name: VENDOR PRESIDENT/OWNER

Date: __________________

Accepted and agreed to:

Member Organization: ____

Signature: ____

Printed Name: ____

Date: __________________

REQUEST OF LAW DEPARTMENT

DEPARTMENT, COMMISSION, COMMITTEE OR AGENCY MAKING REQUEST: Purchasing Department

REQUEST FOR: TELEPHONE #: 203-854-7712

OPINION:___ LITIGATION:___ LEGISLATION:___ TAX REFERRAL:___

CONTRACT/LEASE REVIEW:___ CONTRACT / LEASE PREPARATION: X

PROPERTY AQUISITION:___ EASEMENT PREPARATION / REVIEW:___

OTHER:___

SUBJECT:___

REASON FOR REQUEST: Contract preparation resulting from RFP/BID:

STATUTORY / CHARTER REFERENCE (If Applicable):___

IF COMMON COUNCIL ACTION IS REQUIRED,
DATE OF APPROVAL OR AUTHORIZATION: Authorized by C.C. on 06/25/2024

DATE NEEDED BY: Project Manager will opine on email (electronic copies)

PLEASE SET A PRIORITY:___
(Priority #1 – within five (5) working days of receipt; Priority #2 – within two (2) weeks of receipt; Priority #3 – within one (1) month of receipt; Priority #4 – other)

To Be Completed By Purchasing Agent

THE PURCHASING AGENT HAS DETERMINED THAT ALL APPLICABLE LOCAL, STATE, AND FEDERAL PURCHASING LAWS, REGULATIONS, POLICIES AND RULES HAVE BEEN FOLLOWED (Note: All single source procurements in excess of $20,000 require express approval of single source procurement method by the Common Council in addition to approval by the Purchasing Agent):

Date:___ By: Sharon Conners Digitally signed by Sharon Conners Date: 2024.06.25 21:21:33 -04'00'
Purchasing Agent

THE PURCHASING AGENT HAS DETERMINED THAT NO LOCAL, STATE, OR FEDERAL PURCHASING LAWS, REGULATIONS, POLICIES OR RULES ARE APPLICABLE TO THIS REQUEST:

Date:___ By:___
Purchasing Agent

PLEASE PROVIDE ANY ADDITIONAL INFORMATION, COMMENTS, TERMS, REFERENCES TO PRIOR OPINIONS, SPECIAL INSTRUCTION, ETC., WHICH WILL FACILITATE COMPLIANC WITH THIS REQUEST, AND LIST ALL ATTACHMENTS SUBMITTED.

Cleargov

{00103241.DOCX 1}

DATE OF REQUEST:____________________

____
Signature of Person Making Request

PROJECT MANAGER: see email

PHONE #: see email

____
Signature of Department Head, or
Commissioner/Committee/Agency
Chair Person

{00103241.DOCX 1}

CITY OF NORWALK, DEPARTMENT OF FINANCE
Jared D. Schmitt
Chief Financial Officer
jschmitt@norwalkct.gov

P: 203-854-7870

125 East Avenue, PO BOX 5125
Norwalk, CT 06856-5125

FINANCE DEPARTMENT

June 1, 2026

Barbara Smyth, Mayor
Members of the City Council
Members of the Board of Estimate and Taxation
Members of the Planning Commission

Transmitted herewith is my recommendation for the "most feasible and economical measures to finance" the FY 27 Capital Budget, together with a comprehensive list of FY 27 capital projects, as approved by the City Council on April 14, 2026.

I am recommending that, whenever possible and practical, the City will maximize the use of grant funding from other levels of government or private entities in order to reduce the tax impact on Norwalk residents. However, a great majority of funds to finance the FY 27 Capital Plan will require the use of General Obligation (GO) bonds, with terms that are typically 10, 20, or 30 years, depending on the lifespan of each project. In rare (but significant) instances, the City will exercise the option to issue short-term Bond Anticipation Notes (BANs) to meet cash flow needs that arise due to lagging grant payments, which often come in the form of reimbursement for project expenditures. The term of BANs will typically be between one and three years.

The City relies on the expertise of a Municipal Financial Advisor (MFA) to provide guidance throughout the process, leading up to the sale and issuance of BANs and GO Bonds. As the need for borrowing has increased over recent years, the City's MFA updates analyses of our borrowing history and future plans to identify strengths and weaknesses in the context of the scoring methodologies employed by rating agencies.

The goal of the administration is to protect our AAA rating so that we can continue to access capital funding at the lowest rates possible.

After conducting a comprehensive analysis of all elements of rating agency reports and the City's outstanding and proposed debt, our Financial Advisor has determined that the authorized debt load that the City can sustain is $650 million. If our debt were to exceed that ceiling, we may jeopardize our AAA rating. Additionally, we will continue to monitor the ratio of annual debt service payments (principal and interest) as it relates to the overall General Fund budget. The goal is to keep this ratio under 12%.

I believe this is a fiscally responsible plan that balances the need for important capital investments in schools, roads, law enforcement and fire departments, parks, safety and compliance with regulations, maintenance of our many buildings, water pollution control, economic development, community services, transportation and parking.

Based on the FY 27 Tentative Operating Budget recently approved by both the Board of Estimate and Taxation and The Common Council, our ratio of Annual Debt Service to Operating Budget is currently 8.89% ($43 million debt service to $483 million total operating expenditures).

FYE 2027 CAPITAL BUDGET

The schedule below summarizes the FY 25 capital project budget. City capital projects total gross $70,217,180 with an expected revenue offset of $602,800 for a net capital project cost of $69,614,480. This is made up of $45,367,280 for the City and Board of Ed, and $24,850,00 for Enterprise Funds (WPCA and Parking Authority). Board of Education capital projects total $8,017,000 with no expected revenue offsets.

In total, City and Board of Education gross appropriations for FY 25 are $70,217,280 with expected offsetting revenues of $602,800. This results in a total net bonding requirement of $69,614,480. The detailed list of FYE 2025 appropriated projects is attached to this letter as Exhibit A.

	FY2027 Approved Capital Budget
City of Norwalk	$37,900,379
Norwalk Public Schools	$10,725,620
Total w/o Enterprise	$48,625,999
Enterprise Funds	$19,225,000
Grand Total	$67,850,999

The administration is working closely with its Chiefs and Department Heads as well as with the Norwalk Public Schools to ensure that funds are available when needed for capital project expenditures while maintaining the City's AAA bond rating.

I would like to thank the departments and agencies for their cooperation and assistance in compiling this capital budget, and commend my staff (Management & Budgets team of Tom Ellis and Kimberlee Kinsella and Comptroller Chitsamay Lam) for their work in preparing this document. I look forward to implementing a workable, financially sound capital plan.

Respectfully Submitted,

Jared D. Schmitt
Chief Financial Officer

EXHIBIT A
2023-2024 CAPITAL BUDGET APPROPRIATIONS

EXHIBIT A
2026-2027 CAPITAL BUDGET APPROPRIATIONS

Division	Department	Proj ID	Project Name	Approved
Community Services	CHIEF OF COMMUNITY SERVICES	C0884	ADA PLAN IMPLEMENTATION	336,000
	CHIEF OF COMMUNITY SERVICES Total			**336,000**
Community Services	LIBRARY	C0548	NORWALK NEWSPAPER DIGITIZATION	23,456
Community Services	LIBRARY	NEW	SELF CHECKOUT MACHINES REPLACEMENT	60,000
	LIBRARY Total			**83,456**
Community Services Total				***419,456***
Econ & Comm Dev	ARTS COMMISSION	C0804	ARTS IN PUBLIC PLACES PROGRAM	24,520
Econ & Comm Dev	ARTS COMMISSION	NEW	PUBLIC ART INVENTORY	268,265
	ARTS COMMISSION Total			**292,785**
Econ & Comm Dev	BUSINESS DEV & TOURISM	C0773	SMALL BUSINESS/MAIN ST. PROGRAM	100,000
	BUSINESS DEV & TOURISM Total			**100,000**
Econ & Comm Dev	CODE ENFORCEMENT	C0806	STREETSCAPE IMPROVEMENTS	141,000
	CODE ENFORCEMENT Total			**141,000**
Econ & Comm Dev	HISTORICAL COMMISSION	C0186	L-M MANSION CODE & REPAIRS	1,250,000
Econ & Comm Dev	HISTORICAL COMMISSION	C0430	SMITH STREET BUILDINGS	105,000
Econ & Comm Dev	HISTORICAL COMMISSION	C0549	LOCKWOOD HOUSE ADA	140,000
Econ & Comm Dev	HISTORICAL COMMISSION	C0521	ADA ACCESS MILL HILL	34,500
	HISTORICAL COMMISSION Total			**1,529,500**
Econ & Comm Dev	PLANNING & ZONING	C0732	LAND USE DOCUMENT SCANNING	120,000
	PLANNING & ZONING Total			**120,000**
Econ & Comm Dev	REDEVELOP AGENCY	NEW	MLK CORRIDOR MOBILITY SUPP FUNDING	500,000
	REDEVELOP AGENCY Total			**500,000**
Econ & Comm Dev	TRANSP MOB & PARK	C0649	NEW SIDEWALK CONSTRUCTION	902,500
Econ & Comm Dev	TRANSP MOB & PARK	C0232	TRAFFIC SIGNALS EQUIPMENT	150,000
Econ & Comm Dev	TRANSP MOB & PARK	C0800	WALL ST CORRID IMPROV-PHASE1,II,III	600,000
Econ & Comm Dev	TRANSP MOB & PARK	C0441	SAFE ROUTES TO SCHOOL	400,000
Econ & Comm Dev	TRANSP MOB & PARK	C0528	TRAFFIC SYSTEM ENHANCEMENT	450,000
Econ & Comm Dev	TRANSP MOB & PARK	C0777	NORWALK RIVER VALLEY TRAIL	50,000
Econ & Comm Dev	TRANSP MOB & PARK	NEW	TRAFFIC SIGNAL BUCKET TRUCK	180,000
Econ & Comm Dev	TRANSP MOB & PARK	C0562	PAVEMENT MARKINGS & SIGNAGE	150,000
Econ & Comm Dev	TRANSP MOB & PARK	C0679	STREET LIGHTS	75,000
	TRANSP MOB & PARK Total			**2,957,500**
Economic & Comm Dev Total				***5,640,785***
Finance	INFORMATION TECH	NEW	CONTINUING TECHNOLOGY REFRESH	290,000
Finance	INFORMATION TECH	NEW	FIBER EXTENSION TO SENIOR CENTER	85,000
	INFORMATION TECH Total			**375,000**
Finance	MGT & BUDGETS	NEW	CLEARGOV OPERATIONAL BUDGETING	50,000
	MGT & BUDGETS Total			**50,000**
Finance Total				***425,000***
Fire Department	FIRE DEPARTMENT	NEW	APPARATUS REPLACEMENT PLAN - ENGINE	1,464,900
	FIRE DEPARTMENT Total			**1,464,900**
Fire Department Total				***1,464,900***
Nwk Public Schools	BOARD OF EDUCATION	C0537	ENHANCEMENT TO SCHOOL SECURITY	250,000
Nwk Public Schools	BOARD OF EDUCATION	C0738	K-12 LITERARY CURRICULUM & TEXTBOOKS	270,000

EXHIBIT A
2026-2027 CAPITAL BUDGET APPROPRIATIONS

Division	Department	Proj ID	Project Name	Approved
Nwk Public Schools	BOARD OF EDUCATION	C0740	STUDENT TECHNOLOGY	457,250
Nwk Public Schools	BOARD OF EDUCATION	C0609	SCIENCE & SOCIAL STUDIES CURRICULUM	360,000
Nwk Public Schools	BOARD OF EDUCATION	C0685	BAND INSTRUMENTS REPLACEMENTS	270,000
Nwk Public Schools	BOARD OF EDUCATION	C0112	INSTRUCTIONAL TECHNOLOGY	1,340,930
Nwk Public Schools	BOARD OF EDUCATION	C0595	BOE ASBESTOS ABATEMENT PROGRAM	600,000
Nwk Public Schools	BOARD OF EDUCATION	C0587	BOE CAPITAL REPAIRS & REPLACEMENT	27,440
Nwk Public Schools	BOARD OF EDUCATION	C0516	SCHOOL DISTRICT PAVE&ADA COMPLIANCE	400,000
Nwk Public Schools	BOARD OF EDUCATION	C0587	CAPITAL REPAIRS AND REPLACEMENT	224,000
Nwk Public Schools	BOARD OF EDUCATION	C0687	SCHOOL PROJECTS AND EQUIPMENT	240,000
Nwk Public Schools	BOARD OF EDUCATION	C0623	DISTRICT VEHICLES	150,000
Nwk Public Schools	BOARD OF EDUCATION	C0878	*** NHS/PTECH CONST ($22MM FULL ASK)	6,600,000
	BOARD OF EDUCATION Total			**11,189,620**
Norwalk Public Schools Total				***11,189,620***
Ops/PW/Rec&Parks	BUILDING MGT	C0439	CITY HALL REPAIRS & IMPROVEMENTS	920,000
Ops/PW/Rec&Parks	BUILDING MGT	C0119	PUBLIC WORKS CENTER	1,032,500
Ops/PW/Rec&Parks	BUILDING MGT	C0266	NATHANIEL ELY IMPROVEMENTS	571,000
Ops/PW/Rec&Parks	BUILDING MGT	C0295	BEN FRANKLIN - VARIOUS REPAIRS	78,788
Ops/PW/Rec&Parks	BUILDING MGT	C0644	BRANCH LIBRARY IMPROVEMENTS	30,000
Ops/PW/Rec&Parks	BUILDING MGT	C0717	MATHEWS PARK	20,000
Ops/PW/Rec&Parks	BUILDING MGT	C0718	ELECTRIC VEH/SUSTAINABILITY PROJS	150,000
	BUILDING MGT Total			**2,802,288**
Ops/PW/Rec&Parks	ENGINEERING	C0315	BRIDGE REPAIR	200,000
Ops/PW/Rec&Parks	ENGINEERING	C0021	PAVEMENT MANAGEMENT PROGRAM	5,400,000
Ops/PW/Rec&Parks	ENGINEERING	C0318	SIDEWALKS & CURBS	5,200,000
Ops/PW/Rec&Parks	ENGINEERING	C0503	FOOTPATH REPLACEMENT	250,000
Ops/PW/Rec&Parks	ENGINEERING	C0302	GENERAL DRAINAGE	400,000
Ops/PW/Rec&Parks	ENGINEERING	C0440	WATERCOURSE MAINTENANCE	1,300,000
Ops/PW/Rec&Parks	ENGINEERING	C0281	DREDGING MARINAS AND EASEMENTS	500,000
Ops/PW/Rec&Parks	ENGINEERING	C0425	STORMWATER MGMT PLAN	450,000
Ops/PW/Rec&Parks	ENGINEERING	C0712	NEW CANAAN AVE/PONUS STORM DRAIN	3,000,000
Ops/PW/Rec&Parks	ENGINEERING	C0713	GLENDENNING & CANNON ST STORM DRAIN	500,000
Ops/PW/Rec&Parks	ENGINEERING	NEW	GLENWOOD AVE RM DRAINAGE IMPROVE	250,000
Ops/PW/Rec&Parks	ENGINEERING	C0233	TREE PLANTING-DPW	200,000
Ops/PW/Rec&Parks	ENGINEERING	C0471	EAST AVE RECONSTRUCTION	1,500,000
	ENGINEERING Total			**19,150,000**
Ops/PW/Rec&Parks	FLEET	C0313	FLEET REPLACEMENT	992,000
Ops/PW/Rec&Parks	FLEET	C0716	CENTRALIZED FLEET MAINTENANCE	150,000
	FLEET Total			**1,142,000**
Ops/PW/Rec&Parks	PW-SOLID WASTE	C0711	TRANSFER STATION IMPROVEMENTS	200,000
	PW-SOLID WASTE Total			**200,000**
Ops/PW/Rec&Parks	RECREATION & PARKS	NEW	MALMQUIST FIELD/CITY HALL FIELD UPGRADE	3,500,000
Ops/PW/Rec&Parks	RECREATION & PARKS	C0365	CALF PASTURE BEACH	1,125,000
Ops/PW/Rec&Parks	RECREATION & PARKS	C0366	CRANBURY PARK.	883,000
Ops/PW/Rec&Parks	RECREATION & PARKS	C0486	VEHICLES RECS & PARKS	95,000

EXHIBIT A
2026-2027 CAPITAL BUDGET APPROPRIATIONS

Division	Department	Proj ID	Project Name	Approved
Ops/PW/Rec&Parks	RECREATION & PARKS	NEW	ADA PROJECTS	150,000
Ops/PW/Rec&Parks	RECREATION & PARKS	C0575	ROWAYTON COMMUNITY DOCKS	150,000
Ops/PW/Rec&Parks	RECREATION & PARKS	NEW	SWIMMING POOL	75,000
Ops/PW/Rec&Parks	RECREATION & PARKS	NEW	WOODS POND	72,000
Ops/PW/Rec&Parks	RECREATION & PARKS	C0364	SCHOOLS AND PARK PLAYGROUNDS	60,000
	RECREATION & PARKS Total			**6,110,000**
Ops/PW/Rec&Parks	WPCA	C0791	WWTP REHABILITATION/IMPROVE	10,000,000
Ops/PW/Rec&Parks	WPCA	C0360	PUMP STATION UPGRADE/REPLACE	8,000,000
Ops/PW/Rec&Parks	WPCA	C0361	COLLECTION SYSTEM REHABILITATION	-
	WPCA Total			**18,000,000**
Ops/PW/Bldg/Rec&Parks Total				***47,404,288***
Parking Authority	TRANSP MOB & PARK	C0303	PARKING GARAGES	1,225,000
	TRANSP MOB & PARK Total			**1,225,000**
Parking Authority Total				***1,225,000***
	POLICE DEPARTMENT Total			**-**
Police Department Total				***-***
Registrar of Voters	REG OF VOTERS	NEW	POLL PADS	81,950
	REG OF VOTERS Total			**81,950**
Registrar of Voters Total				***81,950***
Grand Total				***67,850,999***
VARIOUS SUBTOTALS				
Total City & NPS/Bd of Ed				***48,625,999***
NPS/Board of Ed				***11,189,620***
City				***37,436,379***
Total Enterprise funds only				***19,225,000***
WPCA				**18,000,000**
Parking Authority				**1,225,000**
Ops/PW/Rec&Parks less WPCA				***29,404,288***

RESOLUTION: MAKING APPROPRIATIONS FOR VARIOUS PUBLIC IMPROVEMENTS AGGREGATING $67,850,999 FOR THE FISCAL YEAR 2026-2027 CAPITAL BUDGET AND AUTHORIZING THE ISSUANCE OF $67,850,999 GENERAL OBLIGATION BONDS OF THE CITY TO MEET CERTAIN APPROPRIATIONS IN THE FISCAL YEAR 2026-2027 CAPITAL BUDGET

RESOLVED:

Section 1. Appropriations aggregating $67,850,999 are hereby made by the City of Norwalk, Connecticut (the "City") for each subtotal set forth opposite the City's departments and entities (herein collectively "Departments") attached hereto as Exhibit A. Each Departmental subtotal shall constitute an appropriation to meet the estimated costs of the projects or purposes (the "Projects") specified for each Department, respectively, as attached on Exhibit A.

Section 2. To meet such portion of the appropriation for each Department not funded from other sources, a maximum of $67,850,999 of bonds of the City are hereby authorized to be issued to fund the Projects in the amounts set forth on Exhibit A attached hereto.

Section 3. Said bonds may be issued and sold, subject to final approval by the Committee (as defined and described below) in one or more series as determined by the Chief Financial Officer in an amount necessary to meet the City's share of the cost of the Projects determined after considering the estimated amount of State and Federal grants-in-aid of the Projects, or the actual amounts thereof if this be ascertainable, and the anticipated times of the receipt of the proceeds thereof, provided that the total amount of bonds to be issued shall not be less than an amount which will provide funds sufficient with other funds available for such purpose to pay the principal of and the interest on all temporary borrowings in anticipation of the receipt of the proceeds of said bonds outstanding at the time of the issuance thereof, and to pay for the administrative, financing, legal and other costs of issuance of such bonds. Subject to final approval by the Committee, the bonds of each series shall mature not later than the maximum maturity permitted by the General Statutes of Connecticut, as amended from time to time (the "Connecticut General Statutes") and may be issued subject to earlier redemption by the City. The bonds of each series shall be in the denomination of $1,000 or a whole multiple thereof, be issued in fully registered form, be executed in the name and on behalf of the City by the manual or facsimile signatures of the Mayor, Comptroller and the Chief Financial Officer, bear the City seal or a facsimile thereof, be payable at a bank or trust company designated by the Chief Financial Officer, be certified by such bank or trust company, which bank or trust company may also be designated as the registrar and transfer agent, and be approved as to their legality by Shipman & Goodwin LLP, bond counsel to the City. The bonds shall be general obligations of the City and each of the bonds shall recite that every requirement of law relating to its issue has been duly complied with, that such bond is within every debt and other limit prescribed by law, and that the full faith and credit of the City are pledged to the payment of the principal thereof and the interest thereon. The Common Council hereby delegates to the Mayor and the Chief Financial Officer, subject to the final approval of the President of the Common Council, the Majority Leader of the Common Council, the Minority Leader of the Common Council, and the Chairman of the Finance Committee of the Common Council, or any two of them (the "Committee"), the authority to determine the number of series to be issued, the principal amount of the bonds of each series to be issued, the annual installments of principal, redemption provisions, if any, and other terms, details and particulars of such bonds including the rate or rates of interest payable thereon and the terms of any purchase agreement executed in connection with the sale of the bonds in a negotiated underwriting.

Section 4. Said bonds shall be sold by the Mayor and the Chief Financial Officer in a competitive offering or by negotiation, in their discretion. If sold in a competitive offering, the bonds shall be sold at not less than par and accrued interest on the basis of the lowest net or true interest cost to the City. If the bonds are sold by negotiation, the purchase agreement shall be signed by the Mayor and the Chief Financial Officer, subject to the final approval by the Committee. The Mayor and the Chief Financial Officer are authorized to prepare and distribute preliminary and final Official Statements of the City for use in connection with the offering and sale of any bonds.

Section 5. The Mayor and the Chief Financial Officer are authorized to make temporary borrowings in anticipation of the receipt of the proceeds of said bonds. Notes evidencing such borrowings shall be in such denominations, bear interest at such rate or rates and be payable at such time or times as shall be determined by the Mayor and the Chief Financial Officer, be executed in the name of the City by the manual or facsimile signatures of the Mayor and the Chief Financial Officer, have the City seal or a facsimile thereof affixed, be certified by a bank or trust company designated by the Chief Financial Officer, and be approved as to their legality by Shipman & Goodwin LLP, as bond counsel. Such notes shall be issued with maturity dates which comply with the provisions of the Connecticut General Statutes governing the issuance of such notes, as the same may be amended from time to time. The notes shall be general obligations of the City and each of the notes shall recite that every requirement of law relating to its issue has been duly complied with, that such note is within every debt and other limit prescribed by law, and that the full faith and credit of the City are pledged to the payment of the principal thereof and the interest thereon. The net interest cost on such notes, including renewals thereof, and the expense of preparing, issuing and marketing them, to the extent paid from the proceeds of such renewals or said bonds, shall be included as a cost of the capital improvements for the financing of which said notes were issued. Upon the sale of the bonds, the proceeds thereof, to the extent required, shall be applied forthwith to the payment of the principal of and the interest on any such notes then outstanding or shall be deposited with a bank or trust company in trust for such purpose.

Section 6. In connection with the issuance of any bonds or notes authorized herein, the City may exercise any power delegated to municipalities pursuant to Section 7-370b, as may be approved and executed by the Mayor and the Chief Financial Officer, including the authority to enter into agreements moderating interest rate fluctuation, provided any such agreement or exercise of authority shall be subject to final approval by the Committee.

Section 7. To meet any portion of the costs of such projects determined by the State of Connecticut Department of Energy and Environmental Protection to be eligible for funding under Section 22a-475 et seq. of the Connecticut General Statutes, as the same may be amended from time to time (the “Clean Water Fund Program”), the City is authorized and may issue interim funding obligations in anticipation of project loan obligations and project loan obligations (“Clean Water Fund Obligations”) in such denominations as the Mayor and the Chief Financial Officer shall determine. The Mayor and the Chief Financial Officer are hereby authorized to determine the amount, date, maturity, interest rate, form and other details and particulars of such Clean Water Fund Obligations, subject to the provisions of the Clean Water Fund Program, and the Mayor, Chief Financial Officer and Treasurer are authorized to execute and deliver the same. Said Clean Water Fund Obligations shall be secured as to both principal and interest by (i) a pledge of revenues to be derived from sewage system use and/or connection charges, benefit assessments, or both, (ii) the full faith and credit of the City, or (iii) any combination of (i) and (ii). The Mayor is hereby authorized to execute and deliver to the State in the name of and on behalf of the City Project Loan and Project Grant Agreements under the Clean Water Fund Program.

Section 8. Any appropriation, or portion thereof, not required, in the determination of the Common Council, for any Department set forth in Section 1, may be transferred by resolution of the Common Council to any other Department of the City.

Section 9. The City hereby expresses its official intent pursuant to §1.150-2 of the Federal Income Tax Regulations (the "Regulations"), to reimburse expenditures paid sixty days prior to and any time after the date of passage of this resolution, or otherwise as may be allowed under the Regulations, in the maximum amount and for the Projects with the proceeds of bonds, notes, or other obligations ("Tax Exempt Obligations") authorized to be issued by the City. The Tax Exempt Obligations shall be issued to reimburse such expenditures not later than 18 months after the later of the date of the expenditure or the substantial completion of the Projects, or such later date the Regulations may authorize. The City hereby certifies that the intention to reimburse as expressed herein is based upon its reasonable expectations as of this date. The Chief Financial Officer or his designee is authorized to pay Project expenses in accordance herewith pending the issuance of Tax Exempt Obligations. The Chief Financial Officer is authorized to amend such expression of official intent to bind the City pursuant to such changes he deems necessary or advisable to maintain the continued exemption from federal income taxation of interest on the Tax Exempt Obligations.

Section 10. The Mayor and the Chief Financial Officer are hereby authorized, on behalf of the City, to enter into agreements or otherwise covenant for the benefit of bondholders or noteholders to provide information on an annual or other periodic basis to the Municipal Securities Rulemaking Board (the "MSRB") and to provide notices to the MSRB of material events as enumerated in Securities and Exchange Commission Exchange Act Rule 15c2-12, as amended, as may be necessary, appropriate or desirable to effect the sale of the bonds and notes authorized by this resolution. Any agreements or representations to provide information to the MSRB made prior hereto are hereby confirmed, ratified and approved.

Section 11. The Mayor and the Chief Financial Officer are hereby authorized, on behalf of the City, to enter into any other agreements, instruments, documents and certificates, including tax and investment agreements, for the consummation of the transactions contemplated by this resolution. The Mayor is hereby authorized, on behalf of the City, to apply for and accept any and all Federal and State loans and/or grants-in-aid of the Projects, to expend said funds in accordance with the terms hereof, and in connection therewith to contract in the name of the City with engineers, contractors and others to complete the Projects.

Section 12. The Mayor and the Chief Financial Officer are hereby authorized, on behalf of the City, to issue all or any portion of the bonds as bonds which may bear interest which is includable in the gross income of holders thereof for Federal income tax purposes pursuant to the Internal Revenue Code of 1986, as amended, and the issuance of such taxable bonds is hereby determined to be in the public interest.

City of Norwalk
Tom Ellis
Director of Management & Budgets
tellis@norwalkct.gov

Office: 203-854-7708

125 East Avenue, PO BOX 5125
Norwalk, CT 06856-5125

FINANCE DEPARTMENT

MEMORANDUM

June 1st, 2026

To: Members of the Board of Estimate & Taxation
Members of the Planning & Zoning Commission
Members of the City Council

From: Jared Schmitt, Chief Financial Officer
Tom Ellis, Director of Management & Budgets

Re: Special Capital Appropriation Requests – additional projects for FYE 2027

The Finance Department recommends the following resolution for approval:

RESOLUTION TO AUTHORIZE FUNDS FOR PUBLIC IMPROVEMENTS

WHEREAS, After the adoption of the Mayor's proposed FYE 2027 Capital Budget, four additional projects were identified for inclusion in the City and Board of Education totals;

WHEREAS, The Finance Department is committed to maintaining total bond authorizations at the final amount approved by the City Council during their April 14, 2026 meeting;

WHEREAS, the City of Norwalk received additional Municipal Grant in Aid (MGIA) funding from the State of Connecticut for a two-year period, and such funding can be utilized to reduce bond authorizations;

NOW, THEREFORE, BE IT RESOLVED, that the following items are approved:

Section 1. (a) $3,300,000 in total reductions to the FYE 2027 Capital Budget in the following accounts and amounts, and (b) authorization of the same accounts and amounts for expenditure from the City's Municipal Grant in Aid allocation:

TM&P acct # 092-73750-5777-C0824 – Roadway Design and Construction: $1,500,000 from the FY 26 MGIA allocation

DPW acct # 092-74021-5777-C0315 – Bridge Repairs: $1,200,000 from the FY 26 MGIA allocation

DPW acct # 092-74021-5777-C0021 – Paving Management: $600,000 from the FY 27 MGIA allocation

Section 2. $3,300,000 in additions to the FYE 2027 Capital Budget in the following accounts and amounts:

Recreation & Parks acct # 092-76030-5777-C0873 – Malmquist Field	$2,500,000
Community Services acct # 092-72010-5777-C0884 – ADA Implementation Plan	$336,000
NPS acct # 092-75010-5777-C0587 – Capital Repairs & Replacement	$224,000
NPS acct # 092-75010-5777-C0687 – School Projects & Equipment	$240,000
Total	**$3,300,000**

Chapter 118 Zoning

City of Norwalk's Zoning Regulations and Map are available at the Planning and Zoning Office. They may also be accessed at the following website address:
https://www.norwalkct.gov/3445/Zoning-Regulations-Map

Chapter 118 Zoning

City of Norwalk's Zoning Regulations and Map~~, effective December 5, 2025,~~ are available at the Planning and Zoning Office.
They may also be accessed at the following website address:
https://www.norwalkct.gov/3445/Zoning-Regulations-Map

~~The entirety of Chapter 118 of Norwalk's City Code is being removed as they are outdated and inaccurate. Here is a link to the outdated and inaccurate language that is being removed. See, https://ecode360.com/31653775.~~

Permit

I ❤ NORWALK
DEPARTMENT OF RECREATION & PARKS

City of Norwalk Online
125 East Ave.
Room 225
Norwalk, CT 06851

PHONE:(203) 854-7806
EMAIL:recreation@norwalkct.gov

Permit # R3674
Status Tentative
Date of Issue Jun 4, 2026 11:33 AM
Expiration Date Jun 27, 2026

Customer Name	Fritzsareth Gilmore - 6016	**Home Phone Number**	(475) 777-0070
Customer Type	General Public	**Cell Phone Number**	(475) 777-0070
Mailing Address	6 N Star Dr 6 N Star Dr Seymour, CT 06483	**Email Address**	ejsheartinc@gmail.com
System User	Internet User		

Rental Fee	$400.00
Discounts	$0.00
Subtotal	$400.00
Deposits	$0.00
Deposit Discounts	$0.00
Total Permit Fee	$400.00
Total Payment	$0.00
Refunds	$0.00
Balance	$400.00

Walk For Elijah - 10 Year

1 resource(s) **1** booking(s) **Subtotal: $400.00**

Booking Summary

Veterans Memorial Park (Event) **Center: Veterans Memorial Park**

START DATE/TIME	END DATE/TIME	ATTENDEE	AMT W/O TAX
Sat, Jul 11, 2026 7:00 AM	Sat, Jul 11, 2026 12:00 PM	80	$0.00
Resource level fees			$400.00

Custom Questions

QUESTION	ANSWER
*Will you require lights? (Fields only)	No
Are you a Non-Profit or 501C3?	Yes
Are you requesting a tent? Any tent 10x10 or larger needs approval and permit from Code Enforcement Dept.	No
Are you using a food truck?	No
Are you using the pavilion? (Cranbury, Calf Pasture & Fodor Farm sites only)	No
Do you plan on serving alcohol at your event? (No glass or glass bottles allowed at City parks)	No
If so, how many (Up to 2 allowed. Food Trucks not allowed at beach)	0

Is there a 2nd date in mind or a rain date or location?	No
Number of people attending? (For the groups at the Cranbury Pavilion I, groups of over 70 are required to rent a portajohn)	80
What is the setup time?	7am
What type of event?	Walk
What will you be bringing onto the site? (No helium balloons, confetti or drones allowed on City property)	DJ with one speaker
Will the group be going into the water? (Beach permits only)	No
Will the public be invited to the event?	Yes
Will there be music? No amplified music at the beach.	Yes
Will you be bringing a grill? (Not allowed on grass, propane only)	No
Will you be having portable restrooms?	No
Will you be selling food, beverages, goods or wares?	Yes
Will you be using any inflatables? (Bounce houses, climb on and slides strictly prohibited)	No
Will you be using display advertising?	Yes
Will you be using temporary electrical resources?	No
Will you have a catering tent? (Gallaher Mansion site only)	No
Will you have over 200 guests- if so police officer will be required.	No
Will you need the Showmobile? (Calf Pasture only)	No
Will you solicit contributions at your event?	Yes

Waivers and Information

WAIVER NAME	DUE DATE	FOR	SIGNING STATUS
Facility- Facility Rental Event Application Form	Jul 11, 2026	Fritzsareth Gilmore	Waiver Signed by: Fritzsareth Gilmore on Apr 8, 2026

City of Norwalk Recreation & Parks Department Facility Rental Event Application Form
This Contract is further subject to the following covenants and agreements:
1.Renter is responsible to ensure that no accumulation of debris or waste or unsafe or hazardous condition is allowed on the premises; that the premises are at all times kept in a safe and clean condition; and that no damage to or destruction of property or the premises itself and its surrounding grounds, roadways and driveways occurs.
2.Dogs are strictly prohibited at all beaches, school grounds and parks except Taylor Farm and parts of Cranbury Park. This rule applies to all beaches at all times. Violation of this rule will result in issuance of a $100 fine.
3.The City of Norwalk is not responsible for damage to or loss of Renter's property or that of Renter's licensees, invitees, agents and guests. Renter assumes all risks of damage and loss of its personal property. 4.The Renter may bring the following in or onto the Premises: *Any tent (structure) 10 X 10 Feet or larger, including but not limited to; additional electrical lighting equipment, which requires a separate permit from the Code Enforcement Department. It is the Renter's responsibility to obtain this permit from Code Enforcement, Room 121 at Norwalk City Hall *Dunking tanks and other forms of entertainment rentals must be preapproved prior to presenting to the Recreation & Parks subcommittee meeting. At no time will bounce houses be allowed on any city owned properties. Use of such rentals without approval may jeopardize future rental for the person/persons. Any and all rentals, machines, novelties will require a separate Insurance Certificate, which must be obtained prior to the event *No other furniture, structures; machinery or other equipment shall be brought in or onto the premises without the prior written approval of the City of Norwalk, by the Director of Recreation and Parks *Open fires are strictly prohibited from all our indoor facilities, tented areas, under pavilions, or on the Great Lawn in Cranbury Park. Items include candles, sparklers, tiki torches, fire pits, etc. Open wood burning grills are prohibited from being used at any City owned property, unless a separate permit is obtained from the Fire Marshall. Propane grills are allowed however they may not exceed 60" in length*Recreation & Parks strictly prohibits the use of personal or commercial drones at any of the City of Norwalk's properties where private events are taking place. If such usage is reported, appropriate action will be taken immediately and violators will risk disqualification from all future rentals 5.HOLD HARMLESS: Additionally, Renter agrees to indemnify, defend and save harmless the City of Norwalk, it's employees, agents and officials, from and against any and all claims, demands, suits proceedings, liabilities, judgments, financial losses, costs or damages, including attorneys' fees and court costs, on account of bodily injury or death, damage or destruction to property or other financial losses, costs and expenses, of any nature and to any extent which may arise out of or be related in any way to the actions or omissions of the Renter, his or her employees, agents, servants, guests, invitees, or licensees, in connection with Renter's use of the Premises hereunder whether arising directly or indirectly there from. The provisions of this section shall survive the expiration or early termination of this Agreement and shall not be limited in any way by reason of any insurance coverage.
6.Renter hereby releases the City of Norwalk, its agents, officers and employees from and against any and all claims it may have at any time arising out of the condition of the Premises or any fixtures or installations thereon7.ALL POLICIES OF INSURANCE REQUIRED HEREUNDER IN CONNECTION WITH THE ACTIVITIES CONTEMPLATED HEREIN SHOULD INCLUDE A WAIVER OF SUBROGATION 8.The renter is entitled to use only the Premises described herein, including parking areas, and designated means of ingress to and egress from the Premises on such date and during such hours as stated on application. If additional time is used beyond the contracted hours, the renter will be responsible for any and all costs incurred and will be subtracted from the security deposit 9.The City of Norwalk reserves the right to cancel the Event for public health or safety reasons as determined by the City of Norwalk in its sole discretion. The City of Norwalk shall not be liable for damages arising from the cancellation of the Event.10.CANCELLATION POLICY: If an event is cancelled by the Renter less than ninety (90) days prior to the confirmed date, there will be no refund of monies paid. If an event is cancelled more than ninety (90) days prior to the confirmed date, then any money paid to date will be refunded, less the non-refundable deposit- which will be retained by the City. However, if the scheduled date is thereafter booked by another event, then the deposit may, at the discretion of the City, be refunded The total fee for your use of the Premises are based upon rates pre-determined by the Recreation and Parks Committee. Facility application must be presented with a $100 non-refundable deposit to confirm the date. Fees are payable by checks made out to Norwalk Recreation and Parks Department (please include phone number and driver's license number on check for processing purposes) or credit/debit card (NO American Express) Deposit is required at time of reservation to hold the date; the insurance, security deposit and balance of facility rental are due 45 days prior to the event date
MAIL TO: NORWALK RECREATION AND PARKS DEPARTMENT NORWALK CITY HALL ATTN: REBECCA KOVACS125 EAST AVENUE NORWALK, CT 06851 PHONE: 203-854-7806 FAX: 203-854-7869

Facility - Rental Agreement	Jul 11, 2026	Fritzsareth Gilmore	Waiver Signed by: Fritzsareth Gilmore on Apr 8, 2026

A REFUNDABLE SECURITY DEPOSIT IS REQUIRED TO COVER DAMAGE CREATED BY THE RENTER, THEIR GUESTS OR THEIR CONTRACTORS. THE SECURITY DEPOSIT IS DUE (30) DAYS IN ADVANCE OF THE EVENT DATE. IF THE FACILITY IS NOT LEFT IN PROPER ORDER, NORWALK RESERVES THE RIGHT TO HOLD THE ENTIRE DEPOSIT UNTIL ADJUSTMENTS ARE MADE TO CORRECT ANY DAMAGE. THE SECURITY DEPOSIT LESS ANY DEDUCTIONS FOR DAMAGES IS REFUNABLE AFTER THE EVENT.

Separate arrangements for a police / security officer MUST be made with the Norwalk Police Department if attendance is expected to be 200 people or more for all events including weddings.

RENTAL AGREEMENT
TERMS AND REQUIREMENTS
1.In consideration of RENTER agreeing to pay the user fee of, and having agreed to the terms and conditions set forth herein, the CITY hereby grants permission to the RENTER to utilize, (hereinafter the SITE) for the purpose of holding the EVENT described on the attached application, (hereinafter the EVENT) in compliance with all requirements, rules and regulations of the CITY.

2.The RENTER is permitted to use the SITE solely for purposes of the EVENT on the date(s) and time(s) set out on the application page. Such use must conform to all requirements of this agreement.
3.The RENTER agrees to pay in full all charges due under this Agreement 45 days prior to the date of the EVENT, in accordance with the payment schedule set forth herein.
4. This shall include on-site parking on the day of the EVENT for guests of the RENTER. The RENTER shall furnish sufficient personnel to manage the parking areas throughout the EVENT; shall adhere to and enforce all traffic and parking requirements of the CITY; and shall be fully responsible for the safety of all vehicles, their operators and passengers traveling along or parking on the Norwalk City Property in connection with the EVENT
5. The RENTER will provide, at its own expense, all equipment, staff and services necessary for its EVENT. The CITY has no responsibility for providing any equipment, personnel or services for the EVENT
6. The RENTER shall not assign this Agreement, nor permit any use of the SITE other than as is herein specified
7. The RENTER shall not:
•Commit any nuisance on the SITE or do or permit to be done anything which may result in the creation or commission of a nuisance on the SITE
•Allow or participate in any of the following: (1) activities related to the exposure or display for sale of any food, beverage, goods or wares on the SITE unless with the express, written permission of the Norwalk City Clerk; (2) the solicitation at the SITE of any contribution (except entry fees)
•The display of any advertising for commercial purposes on the SITE at any time-except for banners advertising the EVENT sponsors, which banners must be approved in writing by the Director of Recreation and Parks prior to installation at the SITE

8. The RENTER shall provide, at its expense, all reasonably necessary security, cleanup, garbage collection and removal services and shall be responsible for ensuring that the SITE is at all times maintained in a clean, orderly and safe condition. The RENTER is responsible for restoring the SITE and all surrounding areas at the conclusion of the EVENT. Representatives of the CITY shall inspect the SITE prior to the initial setup in order to establish the condition thereof and again, after the EVENT, in order to assess any resulting damage to the City's property. Following the EVENT, the RENTER shall restore (or cause to be restored) the SITE to the condition established at the initial inspection, ordinary wear and tear accepted. If the SITE, any portion thereof, or any surrounding area, is in any way damaged by the actions, omissions, default or negligence of the RENTER, its agents, employees patrons, volunteers, guests, or any person admitted to the SITE by or with the knowledge of the RENTER, the RENTER shall be responsible to pay to the CITY, upon demand, such sums as may be necessary to restore the SITE to its condition immediately prior to RENTER's use. The RENTER agrees to provide a certified bank check made payable to the City of Norwalk in the amount of Fifteen Hundred Dollars ($1,500.00), to insure the satisfactory clean up, restoration, and/or repair of the SITE and surrounding areas following the completion of the EVENT. A check will be promptly returned by the CITY following inspection of the SITE and approval of its condition. [6]

9. The RENTER hereby assumes full responsibility for the character, acts and conduct of any and all persons admitted to the SITE by or with the consent of the RENTER or its employees, volunteers, agents, or any person acting for and on behalf of the RENTER. The RENTER agrees to have on SITE at all time, sufficient security to maintain order and protect all persons and property. If the expected attendance is to be 200 or more at any event, including weddings (200 is the maximum permitted at the Mansion) separate arrangements for security must be made with the Norwalk Police Department. All expenses related to such officer has to be paid directly to Norwalk Police Department – 203-854- 3023. The RENTER is responsible for taking any and all reasonable precautions necessary to ensure the safety of all persons coming into the SITE during its period of contracted use. The RENTER shall promptly notify the on-site staff member or the Director of the Recreation and Parks Department Office in writing (an email) of any physical defects impacting the safety of the SITE of which it is aware or should become aware of prior to or during its use. The RENTER is responsible for any damage to City property as a direct or indirect result of or in connection with the EVENT; and shall be responsible for making restitution to the City for any and all such damages based on the reasonable cost of restoration as determined by the City. Such restitution shall be due within thirty days following demand and may be deducted from the Security Deposit without the prior consent or permission of the RENTER.
10. The RENTER shall indemnify, defend, and save harmless the CITY OF NORWALK, and all of its officers, agents, and employees, from any and all
suits, actions, claims, demands, financial losses and liabilities (including reasonable attorney's fees), of any character, name or description arising out
of the RENTER's use of the SITE; or on account of any act or omission, neglect, default or misconduct of the RENTER, its agents, officers, employees,
volunteers, guests, invitees or any other person on the SITE with RENTER's permission or authorization. The provisions of this paragraph shall not be limited by the insurance coverage provided hereunder, shall be separate and independent of any other condition or requirement stated herein,
and shall survive the termination or expiration of this Agreement.
11. The RENTER shall release and hold harmless the CITY from any and all liability, damages of any nature and claims that may arise directly or indirectly in connection with or as a result of the EVENT, regardless of whether caused by vendors or any individuals and/or entities participating in the EVENT or anyone directly or indirectly employed by or acting as an agent, volunteer or employee, on behalf of any of them or by anyone for whose actions or omission any of such actors, including RENTER, are or may be liable. RENTER is solely responsible for the conduct of the EVENT and for all actions undertaken by participants of the EVENT, and agrees not to look to the CITY in terms of any claim or liability arising out of the conduct of the EVENT except to the extent of any negligence or willful misconduct of any CITY employee. The City is not responsible for damage to or loss of RENTER's property or that of RENTER's licensees, invitees, agents and guests.
12. The RENTER may bring only the following in or onto the SITE:

Unless listed above, no furniture, machinery or equipment may be brought onto the SITE without the prior written approval of the City of Norwalk, acting by its Director of Recreation and Parks Department.
13. Insurance Coverage: The RENTER shall maintain, at its own cost, insurance coverage applicable to its use of the SITE as stated herein.
Such coverage shall be maintained in effect throughout the term of RENTER's use of the SITE until such time as the CITY indicates
IN WRITING that RENTER has fulfilled its responsibilities hereunder. A Certificate of Insurance must be presented by the RENTER
evidencing the coverage set out in the attached Insurance Rider. Insurance may be purchased through Recreation and Parks for the event.
14. If Alcoholic Beverages are being Served or Sold:
If alcoholic beverages will be SOLD at the EVENT, then the RENTER must:
•Contact the State Department of Consumer Protection Liquor Control Division and apply for a temporary permit. A copy of such permit must be provided to the City no later than two weeks prior to the date of the EVENT
•RENTER must provide Liquor Liability Insurance with minimum coverage of One Million Dollars and such Policy should name the City of Norwalk as an additional insured

If alcoholic beverages will be SERVED at the EVENT, then the RENTER must:
•Provide evidence of applicable Host Liquor Liability Insurance coverage in accordance with the requirements set out in the

Insurance Rider attached
•The Certificate of Insurance must indicate and the coverage must provide that the applicable insurance policies are written on a per occurrence basis and have been endorsed to name the City of Norwalk as an additional insured party. Such certificates must be presented with this Application and shall indicate that all coverage remain valid until the expiration of the RENTER's responsibilities hereunder

The City of Norwalk hereby issues the permit referenced above with the understanding that the RENTER has agreed to abide by and fulfill the conditions set forth herein and in the documents attached, which documents are incorporated into this Permit by reference.
15. The City may revoke this permit and any or all privileges hereby granted at any time if the RENTER fails to abide by the terms and requirements of
this permit or breaches any obligation or responsibility hereunder or if the CITY makes a determination that revoking this permit would be in its best interests. Effective upon revocation. [7]

16. Miscellaneous: No amendment of the Agreement shall be effective unless agreed to in writing by both parties. In the event that any provision of
this Agreement shall be held invalid or unenforceable, such provision shall be severed and the remainder of the Agreement shall continue in full force and effect, The Agreement, constitutes the entire Agreement between the parties and supersedes all prior written or oral understandings, bids,
offers, negotiations, or communications of every kind.
The undersigned hereby represents the following:
I hereby represent for myself and/ or the entity on behalf of which I am acting in connection with this permit that I have read, understood and agree to abide by the terms and conditions set forth above as a condition of being issued this permit.
If, as the undersigned, I am not acting as an individual but am acting on behalf of a corporation, LLC, partnership or other legal entity, I represent that I have been granted all necessary authority to execute this permit; to act on behalf of and bind the entity listed as the RENTER; and that I have complied with all applicable requirements necessary to bind such entity under the terms of this permit.
I hereby affirm my authority to act on behalf of and bind the RENTER to the terms set forth herein
SCHEDULE "B"
INSURANCE RIDER
The RENTER shall provide and maintain insurance coverage in compliance with the following requirements:
The insurance required shall be written for not less than the scope and limits of insurance specified hereunder, or required by applicable federal, state and/or municipal law, regulation or requirement, whichever coverage requirement is greater. It is agreed and understood that the scope and limits of insurance specified hereunder are minimum requirements and shall in no way limit or preclude the City from requiring additional limits and coverage to be provided under the RENTER's policies.
ALL POLICIES SHALL INCLUDE A WAIVER OF SUBROGATION
Minimum Scope and Limits of Insurance:
Commercial General Liability: Commercial General Liability insurance providing for a total limit of One Million Dollars ($1,000,000.00) coverage per occurrence for all damages arising out of bodily injury, personal injury, property damage, products/completed operations, and contractual liability coverage for the indemnification obligations arising under this Agreement. The annual aggregate limit shall not be less than Two Million Dollars ($2,000,000.00).
Liquor Liability: Whenever liquor will be served at an EVENT or on the SITE, RENTER shall carry a policy providing a minimum of one million dollars coverage for damages arising out of bodily injury and property damage imposed on the Renter as a result or by reason of the selling, serving or furnishing of any alcoholic beverage. Host Liquor Liability should be purchased with a minimum of one million dollars coverage for organizations not in
the business of manufacturing, distributing, selling or furnishing alcoholic beverages.
Acceptability of Insurers: The RENTER's policies shall be written by insurance companies licensed to do business in the State of Connecticut, with an AM Best rating of A-VII, or otherwise acceptable to the City. Additionally, all carriers are subject to approval by the City of Norwalk and/or the Norwalk Board of Education, as appropriate.
Aggregate Limits: Any aggregate limits must be declared to and be approved by the City. It is agreed that the RENTER shall notify the City

whenever fifty percent (50%) of the aggregate limits are eroded during the required coverage period. If the aggregate limit is eroded for the full limit, the RENTER agrees to reinstate or purchase additional limits to meet the minimum limit requirements stated herein. Any premium for such shall be paid by the RENTER.

Deductibles and Self-Insured Retentions: Any deductible or self-insured retention must be declared to and approved by the City. All deductibles or self-insured retentions are the sole responsibility of the RENTER to pay and/or to indemnify.

Notice of Cancellation or Nonrenewal: Each insurance policy required shall be endorsed to state that coverage shall not be suspended, voided or cancelled before the expiration date except after thirty (30) days prior written notice by certified mail, return receipt requested, has been given to the City. Notwithstanding this requirement, the RENTER is primarily responsible for providing such written notice to the CITY thirty (30) days prior to any policy change or cancellation that would result in a change of the amount or type of coverage provided. In the EVENT of any such change the RENTER shall provide comparable substitute coverage so that there is no lapse in applicable coverage or reduction in the amount of coverage available to the CITY related to the RENTER's services.

Waiver of Governmental Immunity: Unless requested otherwise by the City, the RENTER and its insurer shall waive governmental immunity as defense and shall not use the defense of governmental immunity in the adjustment of claims or in the defense of any suit brought against the City.

Additional Insured: The liability insurance coverage, except Errors and Omissions, Professional Liability, or Workers' Compensation, if included, required for the performance of the Project shall include the City as an Additional Insured with respect to the RENTER's activities to be performed under this Agreement. Coverage shall be primary and noncontributory with any other insurance and self-insurance.

Certificate of Insurance: As evidence of the insurance coverage required by this Agreement, the RENTER shall furnish Certificate(s) of Insurance to the City Clerk's Office prior to the RENTER's EVENT. The Certificate(s) will specify all parties who are endorsed on the policy as Additional Insured (or Loss Payees). The Certificates and endorsements for each insurance policy are to be signed by a person authorized by the insurer to bind coverage on its behalf. Renewals of expiring Certificates shall be filed thirty (30) days prior to expiration. The City reserves the right to require complete, certified copies of all required policies at any time.

All insurance documents required should be mailed to the City of Norwalk Corporation Counsel, 125 East Avenue, Room 237, and P.O. Box 5125, Norwalk, Connecticut 06856-5125.

Waiver of requirements: The Corporation Counsel may vary these insurance requirements at Corporation Counsel's sole discretion if Corporation Counsel determines that the City's interests will be adequately protected by the provision of different types or other amounts of coverage.

Signature ____________________

Payment Schedules

Original Balance: $400.00 Current Balance: $400.00

DUE DATE	AMOUNT DUE	AMOUNT PAID	WITHDRAWAL ADJUSTMENT	BALANCE
Jul 11, 2026	$400.00	$0.00	$0.00	$400.00

X: ____________________

Date: ____________________

City of Norwalk Online
Mailing Address: 125 East Ave., Room 225, Norwalk, CT 06851
Phone Number: (203) 854-7806
Email Address: recreation@norwalkct.gov

X: ____________________

Date: ____________________

Fritzsareth Gilmore
Customer ID: 6016
Home Phone Number: (475) 777-0070
Cell Phone Number: (475) 777-0070
Email Address: ejsheartinc@gmail.com

Permit

I ♥ NORWALK
DEPARTMENT OF RECREATION & PARKS

City of Norwalk Online
125 East Ave.
Room 225
Norwalk, CT 06851

PHONE:(203) 854-7806
EMAIL:recreation@norwalkct.gov

Permit # R3446

Status Tentative
Date of Issue Jun 4, 2026 11:32 AM
Expiration Date Jun 4, 2026

Customer Name	Susan Brown Gordon - 8809	**Home Phone Number**	(518) 852-6478
Customer Type	General Public	**Cell Phone Number**	(518) 852-6478
Mailing Address	26 Yew Street Norwalk, CT 06850	**Email Address**	Suebg.art@gmail.com
System User	Internet User		

Rental Fee	$1,580.00
Discounts	$0.00
Subtotal	$1,580.00
Deposits	$1,000.00
Deposit Discounts	$0.00
Total Permit Fee	$2,580.00
Total Payment	$0.00
Refunds	$0.00
Balance	$2,580.00

SoNo Arts Festival

1 resource(s) **2** booking(s) **Subtotal: $2,580.00**

Event Notes:
Event slated for 6/10 Rec & parks meeting and 6/23 City Council meeting. Please do not advertise until all approvals are complete.
Special event permit on file

Booking Summary

Washington St. Plaza (Event) **Center: Washington St. Plaza**

START DATE/TIME	END DATE/TIME	ATTENDEE	AMT W/O TAX
Sat, Aug 1, 2026 7:00 AM	Sat, Aug 1, 2026 5:00 PM	99	$790.00
Sun, Aug 2, 2026 7:00 AM	Sun, Aug 2, 2026 5:00 PM	1	$790.00
Resource level fees			$1,000.00

Custom Questions

QUESTION	ANSWER
*Will you require lights? (Fields only)	No
Are you a Non-Profit or 501C3?	Yes
Are you requesting a tent? Any tent 10x10 or larger needs approval and permit from Code Enforcement Dept.	No
Are you using a food truck?	No
Are you using the pavilion? (Cranbury, Calf Pasture & Fodor Farm sites only)	No

Do you plan on serving alcohol at your event? (No glass or glass bottles allowed at City parks)	No
If so, how many (Up to 2 allowed. Food Trucks not allowed at beach)	0
Is there a 2nd date in mind or a rain date or location?	no
Number of people attending? (For the groups at the Cranbury Pavilion I, groups of over 70 are required to rent a portajohn)	250-499 per day
What is the setup time?	6:30 am
What type of event?	Arts Festival
What will you be bringing onto the site? (No helium balloons, confetti or drones allowed on City property)	art and crafts
Will the group be going into the water? (Beach permits only)	No
Will the public be invited to the event?	Yes
Will there be music? No amplified music at the beach.	Yes
Will you be bringing a grill? (Not allowed on grass, propane only)	No
Will you be having portable restrooms?	Yes
Will you be selling food, beverages, goods or wares?	No
Will you be using any inflatables? (Bounce houses, climb on and slides strictly prohibited)	No
Will you be using display advertising?	No
Will you be using temporary electrical resources?	No
Will you have a catering tent? (Gallaher Mansion site only)	No
Will you have over 200 guests- if so police officer will be required.	Yes
Will you need the Showmobile? (Calf Pasture only)	No
Will you solicit contributions at your event?	No

Waivers and Information

WAIVER NAME	DUE DATE	FOR	SIGNING STATUS
Facility- Facility Rental Event Application Form	Aug 1, 2026	Susan Brown Gordon	Waiver Signed by: Susan Brown Gordon on Feb 27, 2026

City of Norwalk Recreation & Parks Department Facility Rental Event Application Form
This Contract is further subject to the following covenants and agreements:
1.Renter is responsible to ensure that no accumulation of debris or waste or unsafe or hazardous condition is allowed on the premises; that the premises are at all times kept in a safe and clean condition; and that no damage to or destruction of property or the premises itself and its surrounding grounds, roadways and driveways occurs.
2.Dogs are strictly prohibited at all beaches, school grounds and parks except Taylor Farm and parts of Cranbury Park. This rule applies to all beaches at all times. Violation of this rule will result in issuance of a $100 fine.
3.The City of Norwalk is not responsible for damage to or loss of Renter's property or that of Renter's licensees, invitees, agents and guests. Renter assumes all risks of damage and loss of its personal property. 4.The Renter may bring the following in or onto the Premises: *Any tent (structure) 10 X 10 Feet or larger, including but not limited to; additional electrical lighting equipment, which requires a separate permit from the Code Enforcement Department. It is the Renter's responsibility to obtain this permit from Code Enforcement, Room 121 at Norwalk City Hall *Dunking tanks and other forms of entertainment rentals must be preapproved prior to presenting to the Recreation & Parks subcommittee meeting. At no time will bounce houses be allowed on any city owned properties. Use of such rentals without approval may jeopardize future rental for the person/persons. Any and all rentals, machines, novelties will require a separate Insurance Certificate, which must be obtained prior to the event *No other furniture, structures; machinery or other equipment shall be brought in or onto the premises without the prior written approval of the City of Norwalk, by the Director of Recreation and Parks *Open fires are strictly prohibited from all our indoor facilities, tented areas, under pavilions, or on the Great Lawn in Cranbury Park. Items include candles, sparklers, tiki torches, fire pits, etc. Open wood burning grills are prohibited from being used at any City owned property, unless a separate permit is obtained from the Fire Marshall. Propane grills are allowed however they may not exceed 60” in length*Recreation & Parks strictly prohibits the use of personal or commercial drones at any of the City of Norwalk's properties where private events are taking place. If such usage is reported, appropriate action will be taken immediately and violators will risk disqualification from all future rentals 5.HOLD HARMLESS: Additionally, Renter agrees to indemnify, defend and save harmless the City of Norwalk, it's employees, agents and officials, from and against any and all claims, demands, suits proceedings, liabilities, judgments, financial losses, costs or damages, including attorneys' fees and court costs, on account of bodily injury or death, damage or destruction to property or other financial losses, costs and expenses, of any nature and to any extent which may arise out of or be related in any way to the actions or omissions of the Renter, his or her employees, agents, servants, guests, invitees, or licensees, in connection with Renter's use of the Premises hereunder whether arising directly or indirectly there from. The provisions of this section shall survive the expiration or early termination of this Agreement and shall not be limited in any way by reason of any insurance coverage.
6.Renter hereby releases the City of Norwalk, its agents, officers and employees from and against any and all claims it may have at any time arising out of the condition of the Premises or any fixtures or installations thereon7.ALL POLICIES OF INSURANCE REQUIRED HEREUNDER IN CONNECTION WITH THE ACTIVITIES CONTEMPLATED HEREIN SHOULD INCLUDE A WAIVER OF SUBROGATION 8.The renter is entitled to use only the Premises described herein, including parking areas, and designated means of ingress to and egress from the Premises on such date and during such hours as stated on application. If additional time is used beyond the contracted hours, the renter will be responsible for any and all costs incurred and will be subtracted from the security deposit 9.The City of Norwalk reserves the right to cancel the Event for public health or safety reasons as determined by the City of Norwalk in its sole discretion. The City of Norwalk shall not be liable for damages arising from the cancellation of the Event.10.CANCELLATION POLICY: If an event is cancelled by the Renter less than ninety (90) days prior to the confirmed date, there will be no refund of monies paid. If an event is cancelled more than ninety (90) days prior to the confirmed date, then any money paid to date will be refunded, less the non-refundable deposit- which will be retained by the City. However, if the scheduled date is thereafter booked by another event, then the deposit may, at the discretion of the City, be refunded The total fee for your use of the Premises are based upon rates pre-determined by the Recreation and Parks Committee. Facility application must be presented with a $100 non-refundable deposit to confirm the date. Fees are payable by checks made out to Norwalk Recreation and Parks Department (please include phone number and driver's license number on check for processing purposes) or credit/debit card (NO American Express) Deposit is required at time of reservation to hold the date; the insurance, security deposit and balance of facility rental are due 45 days prior to the event date
MAIL TO: NORWALK RECREATION AND PARKS DEPARTMENT NORWALK CITY HALL ATTN: REBECCA KOVACS125 EAST AVENUE NORWALK, CT 06851 PHONE: 203-854-7806 FAX: 203-854-7869

Facility - Rental Agreement	Aug 1, 2026	Susan Brown Gordon	Waiver Signed by: Susan Brown Gordon on Feb 27, 2026

A REFUNDABLE SECURITY DEPOSIT IS REQUIRED TO COVER DAMAGE CREATED BY THE RENTER, THEIR GUESTS OR THEIR CONTRACTORS. THE SECURITY DEPOSIT IS DUE (30) DAYS IN ADVANCE OF THE EVENT DATE. IF THE FACILITY IS NOT LEFT IN PROPER ORDER, NORWALK RESERVES THE RIGHT TO HOLD THE ENTIRE DEPOSIT UNTIL ADJUSTMENTS ARE MADE TO CORRECT ANY DAMAGE. THE SECURITY DEPOSIT LESS ANY DEDUCTIONS FOR DAMAGES IS REFUNABLE AFTER THE EVENT.

Separate arrangements for a police / security officer MUST be made with the Norwalk Police Department if attendance is expected to be 200 people or more for all events including weddings.

RENTAL AGREEMENT
TERMS AND REQUIREMENTS
1.In consideration of RENTER agreeing to pay the user fee of, and having agreed to the terms and conditions set forth herein, the CITY hereby grants permission to the RENTER to utilize, (hereinafter the SITE) for the purpose of holding the EVENT described on the attached application,

(hereinafter the EVENT) in compliance with all requirements, rules and regulations of the CITY.
2.The RENTER is permitted to use the SITE solely for purposes of the EVENT on the date(s) and time(s) set out on the application page. Such use must conform to all requirements of this agreement.
3.The RENTER agrees to pay in full all charges due under this Agreement 45 days prior to the date of the EVENT, in accordance with the payment schedule set forth herein.
4. This shall include on-site parking on the day of the EVENT for guests of the RENTER. The RENTER shall furnish sufficient personnel to manage the parking areas throughout the EVENT; shall adhere to and enforce all traffic and parking requirements of the CITY; and shall be fully responsible for the safety of all vehicles, their operators and passengers traveling along or parking on the Norwalk City Property in connection with the EVENT
5. The RENTER will provide, at its own expense, all equipment, staff and services necessary for its EVENT. The CITY has no responsibility for providing any equipment, personnel or services for the EVENT
6. The RENTER shall not assign this Agreement, nor permit any use of the SITE other than as is herein specified
7. The RENTER shall not:
•Commit any nuisance on the SITE or do or permit to be done anything which may result in the creation or commission of a nuisance on the SITE
•Allow or participate in any of the following: (1) activities related to the exposure or display for sale of any food, beverage, goods or wares on the SITE unless with the express, written permission of the Norwalk City Clerk; (2) the solicitation at the SITE of any contribution (except entry fees)
•The display of any advertising for commercial purposes on the SITE at any time-except for banners advertising the EVENT sponsors, which banners must be approved in writing by the Director of Recreation and Parks prior to installation at the SITE

8. The RENTER shall provide, at its expense, all reasonably necessary security, cleanup, garbage collection and removal services and shall be responsible for ensuring that the SITE is at all times maintained in a clean, orderly and safe condition. The RENTER is responsible for restoring the SITE and all surrounding areas at the conclusion of the EVENT. Representatives of the CITY shall inspect the SITE prior to the initial setup in order to establish the condition thereof and again, after the EVENT, in order to assess any resulting damage to the City's property. Following the EVENT, the RENTER shall restore (or cause to be restored) the SITE to the condition established at the initial inspection, ordinary wear and tear accepted. If the SITE, any portion thereof, or any surrounding area, is in any way damaged by the actions, omissions, default or negligence of the RENTER, its agents, employees patrons, volunteers, guests, or any person admitted to the SITE by or with the knowledge of the RENTER, the RENTER shall be responsible to pay to the CITY, upon demand, such sums as may be necessary to restore the SITE to its condition immediately prior to RENTER's use. The RENTER agrees to provide a certified bank check made payable to the City of Norwalk in the amount of Fifteen Hundred Dollars ($1,500.00), to insure the satisfactory clean up, restoration, and/or repair of the SITE and surrounding areas following the completion of the EVENT. A check will be promptly returned by the CITY following inspection of the SITE and approval of its condition. [6]

9. The RENTER hereby assumes full responsibility for the character, acts and conduct of any and all persons admitted to the SITE by or with the consent of the RENTER or its employees, volunteers, agents, or any person acting for and on behalf of the RENTER. The RENTER agrees to have on SITE at all time, sufficient security to maintain order and protect all persons and property. If the expected attendance is to be 200 or more at any event, including weddings (200 is the maximum permitted at the Mansion) separate arrangements for security must be made with the Norwalk Police Department. All expenses related to such officer has to be paid directly to Norwalk Police Department – 203-854- 3023. The RENTER is responsible for taking any and all reasonable precautions necessary to ensure the safety of all persons coming into the SITE during its period of contracted use. The RENTER shall promptly notify the on-site staff member or the Director of the Recreation and Parks Department Office in writing (an email) of any physical defects impacting the safety of the SITE of which it is aware or should become aware of prior to or during its use. The RENTER is responsible for any damage to City property as a direct or indirect result of or in connection with the EVENT; and shall be responsible for making restitution to the City for any and all such damages based on the reasonable cost of restoration as determined by the City. Such restitution shall be due within thirty days following demand and may be deducted from the Security Deposit without the prior consent or permission of the RENTER.
10. The RENTER shall indemnify, defend, and save harmless the CITY OF NORWALK, and all of its officers, agents, and employees, from any and all
suits, actions, claims, demands, financial losses and liabilities (including reasonable attorney's fees), of any character, name or description arising out
of the RENTER's use of the SITE; or on account of any act or omission, neglect, default or misconduct of the RENTER, its agents, officers, employees,
volunteers, guests, invitees or any other person on the SITE with RENTER's permission or authorization. The provisions of this paragraph shall not be limited by the insurance coverage provided hereunder, shall be separate and independent of any other condition or requirement stated herein,
and shall survive the termination or expiration of this Agreement.
11. The RENTER shall release and hold harmless the CITY from any and all liability, damages of any nature and claims that may arise directly or indirectly in connection with or as a result of the EVENT, regardless of whether caused by vendors or any individuals and/or entities participating in the EVENT or anyone directly or indirectly employed by or acting as an agent, volunteer or employee, on behalf of any of them or by anyone for whose actions or omission any of such actors, including RENTER, are or may be liable. RENTER is solely responsible for the conduct of the EVENT and for all actions undertaken by participants of the EVENT, and agrees not to look to the CITY in terms of any claim or liability arising out of the conduct of the EVENT except to the extent of any negligence or willful misconduct of any CITY employee. The City is not responsible for damage to or loss of RENTER's property or that of RENTER's licensees, invitees, agents and guests.
12. The RENTER may bring only the following in or onto the SITE:

Unless listed above, no furniture, machinery or equipment may be brought onto the SITE without the prior written approval of the City of Norwalk, acting by its Director of Recreation and Parks Department.
13. Insurance Coverage: The RENTER shall maintain, at its own cost, insurance coverage applicable to its use of the SITE as stated herein.
Such coverage shall be maintained in effect throughout the term of RENTER's use of the SITE until such time as the CITY indicates
IN WRITING that RENTER has fulfilled its responsibilities hereunder. A Certificate of Insurance must be presented by the RENTER
evidencing the coverage set out in the attached Insurance Rider. Insurance may be purchased through Recreation and Parks for the event.
14. If Alcoholic Beverages are being Served or Sold:
If alcoholic beverages will be SOLD at the EVENT, then the RENTER must:
•Contact the State Department of Consumer Protection Liquor Control Division and apply for a temporary permit. A copy of such permit must be provided to the City no later than two weeks prior to the date of the EVENT
•RENTER must provide Liquor Liability Insurance with minimum coverage of One Million Dollars and such Policy should name the City of Norwalk as an additional insured

If alcoholic beverages will be SERVED at the EVENT, then the RENTER must:
•Provide evidence of applicable Host Liquor Liability Insurance coverage in accordance with the requirements set out in the

Insurance Rider attached
•The Certificate of Insurance must indicate and the coverage must provide that the applicable insurance policies are written on a per occurrence basis and have been endorsed to name the City of Norwalk as an additional insured party. Such certificates must be presented with this Application and shall indicate that all coverage remain valid until the expiration of the RENTER's responsibilities hereunder

The City of Norwalk hereby issues the permit referenced above with the understanding that the RENTER has agreed to abide by and fulfill the conditions set forth herein and in the documents attached, which documents are incorporated into this Permit by reference.
15. The City may revoke this permit and any or all privileges hereby granted at any time if the RENTER fails to abide by the terms and requirements of
this permit or breaches any obligation or responsibility hereunder or if the CITY makes a determination that revoking this permit would be in its best interests. Effective upon revocation. [7]

16. Miscellaneous: No amendment of the Agreement shall be effective unless agreed to in writing by both parties. In the event that any provision of
this Agreement shall be held invalid or unenforceable, such provision shall be severed and the remainder of the Agreement shall continue in full force and effect, The Agreement, constitutes the entire Agreement between the parties and supersedes all prior written or oral understandings, bids,
offers, negotiations, or communications of every kind.
The undersigned hereby represents the following:
I hereby represent for myself and/ or the entity on behalf of which I am acting in connection with this permit that I have read, understood and agree to abide by the terms and conditions set forth above as a condition of being issued this permit.
If, as the undersigned, I am not acting as an individual but am acting on behalf of a corporation, LLC, partnership or other legal entity, I represent that I have been granted all necessary authority to execute this permit; to act on behalf of and bind the entity listed as the RENTER; and that I have complied with all applicable requirements necessary to bind such entity under the terms of this permit.
I hereby affirm my authority to act on behalf of and bind the RENTER to the terms set forth herein
SCHEDULE "B"
INSURANCE RIDER
The RENTER shall provide and maintain insurance coverage in compliance with the following requirements:
The insurance required shall be written for not less than the scope and limits of insurance specified hereunder, or required by applicable federal, state and/or municipal law, regulation or requirement, whichever coverage requirement is greater. It is agreed and understood that the scope and limits of insurance specified hereunder are minimum requirements and shall in no way limit or preclude the City from requiring additional limits and coverage to be provided under the RENTER's policies.
ALL POLICIES SHALL INCLUDE A WAIVER OF SUBROGATION
Minimum Scope and Limits of Insurance:
Commercial General Liability: Commercial General Liability insurance providing for a total limit of One Million Dollars ($1,000,000.00) coverage per occurrence for all damages arising out of bodily injury, personal injury, property damage, products/completed operations, and contractual liability coverage for the indemnification obligations arising under this Agreement. The annual aggregate limit shall not be less than Two Million Dollars ($2,000,000.00).
Liquor Liability: Whenever liquor will be served at an EVENT or on the SITE, RENTER shall carry a policy providing a minimum of one million dollars coverage for damages arising out of bodily injury and property damage imposed on the Renter as a result or by reason of the selling, serving or furnishing of any alcoholic beverage. Host Liquor Liability should be purchased with a minimum of one million dollars coverage for organizations not in
the business of manufacturing, distributing, selling or furnishing alcoholic beverages.
Acceptability of Insurers: The RENTER's policies shall be written by insurance companies licensed to do business in the State of Connecticut, with an AM Best rating of A-VII, or otherwise acceptable to the City. Additionally, all carriers are subject to approval by the City of Norwalk and/or the Norwalk Board of Education, as appropriate.

Aggregate Limits: Any aggregate limits must be declared to and be approved by the City. It is agreed that the RENTER shall notify the City whenever fifty percent (50%) of the aggregate limits are eroded during the required coverage period. If the aggregate limit is eroded for the full limit, the RENTER agrees to reinstate or purchase additional limits to meet the minimum limit requirements stated herein. Any premium for such shall be paid by the RENTER.
Deductibles and Self-Insured Retentions: Any deductible or self-insured retention must be declared to and approved by the City. All deductibles or self-insured retentions are the sole responsibility of the RENTER to pay and/or to indemnify.
Notice of Cancellation or Nonrenewal: Each insurance policy required shall be endorsed to state that coverage shall not be suspended, voided or cancelled before the expiration date except after thirty (30) days prior written notice by certified mail, return receipt requested, has been given to the City. Notwithstanding this requirement, the RENTER is primarily responsible for providing such written notice to the CITY thirty (30) days prior to any policy change or cancellation that would result in a change of the amount or type of coverage provided. In the EVENT of any such change the RENTER shall provide comparable substitute coverage so that there is no lapse in applicable coverage or reduction in the amount of coverage available to the CITY related to the RENTER's services.
Waiver of Governmental Immunity: Unless requested otherwise by the City, the RENTER and its insurer shall waive governmental immunity as defense and shall not use the defense of governmental immunity in the adjustment of claims or in the defense of any suit brought against the City.
Additional Insured: The liability insurance coverage, except Errors and Omissions, Professional Liability, or Workers' Compensation, if included, required for the performance of the Project shall include the City as an Additional Insured with respect to the RENTER's activities to be performed under this Agreement. Coverage shall be primary and noncontributory with any other insurance and self-insurance.
Certificate of Insurance: As evidence of the insurance coverage required by this Agreement, the RENTER shall furnish Certificate(s) of Insurance to the City Clerk's Office prior to the RENTER's EVENT. The Certificate(s) will specify all parties who are endorsed on the policy as Additional Insured (or Loss Payees). The Certificates and endorsements for each insurance policy are to be signed by a person authorized by the insurer to bind coverage on its behalf. Renewals of expiring Certificates shall be filed thirty (30) days prior to expiration. The City reserves the right to require complete, certified copies of all required policies at any time.
All insurance documents required should be mailed to the City of Norwalk Corporation Counsel, 125 East Avenue, Room 237, and P.O. Box 5125, Norwalk, Connecticut 06856-5125.
Waiver of requirements: The Corporation Counsel may vary these insurance requirements at Corporation Counsel's sole discretion if Corporation Counsel determines that the City's interests will be adequately protected by the provision of different types or other amounts of coverage.

Signature

Deposit

EVENT	RESOURCE	DEPOSIT FEE	CHARGE	TAX	AMOUNT PAID	REFUNDS	BALANCE
SoNo Arts Festival	Washington St. Plaza	Security Deposit	$1,000.00	$0.00	$0.00	$0.00	$1,000.00

Payment Schedules

Original Balance: $2,580.00 Current Balance: $2,580.00

DUE DATE	AMOUNT DUE	AMOUNT PAID	WITHDRAWAL ADJUSTMENT	BALANCE
May 20, 2026	$2,180.00	$0.00	$0.00	$2,180.00
Aug 1, 2026	$400.00	$0.00	$0.00	$400.00

X:

Date:

City of Norwalk Online
Mailing Address: 125 East Ave., Room 225, Norwalk, CT 06851
Phone Number: (203) 854-7806
Email Address: recreation@norwalkct.gov

X:

Date:

Susan Brown Gordon
Customer ID: 8809
Home Phone Number: (518) 852-6478
Cell Phone Number: (518) 852-6478
Email Address: Suebg.art@gmail.com

Permit

I ❤ NORWALK
DEPARTMENT OF RECREATION & PARKS

City of Norwalk Online
125 East Ave.
Room 225
Norwalk, CT 06851

PHONE:(203) 854-7806
EMAIL:recreation@norwalkct.gov

Permit # R3839
Status Tentative
Date of Issue May 11, 2026 3:08 PM
Expiration Date Jun 10, 2026

Customer Name	Colin Hosten - 17255	**Work Phone Number**	(203) 343-0384
Customer Type	General Public	**Home Phone Number**	(718) 613-9433
Mailing Address	69 Wall Street Norwalk, CT 06850	**Email Address**	development@thenorwalkconservatory.org
System User	Internet User		

Rental Fee	$0.00
Discounts	$0.00
Subtotal	$0.00
Deposits	$0.00
Deposit Discounts	$0.00
Total Permit Fee	$0.00
Total Payment	$0.00
Refunds	$0.00
Balance	$0.00

Broadway in the Park

1 resource(s) **2** booking(s) **Subtotal: $0.00**

Booking Summary

Mathews Park (Event) **Center: Mathews Park**

START DATE/TIME	END DATE/TIME	ATTENDEE	AMT W/O TAX
Sat, Aug 22, 2026 5:00 PM	Sat, Aug 22, 2026 8:00 PM	275	$0.00
Sat, Aug 29, 2026 5:00 PM	Sat, Aug 29, 2026 8:00 PM	275	$0.00
Resource level fees			$0.00

Custom Questions

QUESTION	ANSWER
*Will you require lights? (Fields only)	Yes
Are you a Non-Profit or 501C3?	Yes
Are you requesting a tent? Any tent 10x10 or larger needs approval and permit from Code Enforcement Dept.	No
Are you using a food truck?	No
Are you using the pavilion? (Cranbury, Calf Pasture & Fodor Farm sites only)	No
Do you plan on serving alcohol at your event? (No glass or glass bottles allowed at City parks)	Yes
If so, how many (Up to 2 allowed. Food Trucks not allowed at beach)	NA

Is there a 2nd date in mind or a rain date or location?	N/A
Number of people attending? (For the groups at the Cranbury Pavilion I, groups of over 70 are required to rent a portajohn)	275
What is the setup time?	Setup and rehearsal to be confirmed with venue
What type of event?	Community Performance
What will you be bringing onto the site? (No helium balloons, confetti or drones allowed on City property)	Stage and sets similar to Broadway in the Park 2025
Will the group be going into the water? (Beach permits only)	No
Will the public be invited to the event?	Yes
Will there be music? No amplified music at the beach.	Yes
Will you be bringing a grill? (Not allowed on grass, propane only)	No
Will you be having portable restrooms?	Yes
Will you be selling food, beverages, goods or wares?	Yes
Will you be using any inflatables? (Bounce houses, climb on and slides strictly prohibited)	No
Will you be using display advertising?	Yes
Will you be using temporary electrical resources?	Yes
Will you have a catering tent? (Gallaher Mansion site only)	No
Will you have over 200 guests- if so police officer will be required.	Yes
Will you need the Showmobile? (Calf Pasture only)	No
Will you solicit contributions at your event?	No

Waivers and Information

WAIVER NAME	DUE DATE	FOR	SIGNING STATUS
Facility- Facility Rental Event Application Form	Aug 22, 2026	Colin Hosten	Waiver Signed by: Colin Hosten on May 11, 2026

This Contract is further subject to the following covenants and agreements:
1.Renter is responsible to ensure that no accumulation of debris or waste or unsafe or hazardous condition is allowed on the premises; that the premises are at all times kept in a safe and clean condition; and that no damage to or destruction of property or the premises itself and its surrounding grounds, roadways and driveways occurs.
2.Dogs are strictly prohibited at all beaches, school grounds and parks except Taylor Farm and parts of Cranbury Park. This rule applies to all beaches at all times. Violation of this rule will result in issuance of a $100 fine.
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MAIL TO: NORWALK RECREATION AND PARKS DEPARTMENT NORWALK CITY HALL ATTN: REBECCA KOVACS125 EAST AVENUE NORWALK, CT 06851 PHONE: 203-854-7806 FAX: 203-854-7869

Facility - Rental Agreement	Aug 22, 2026	Colin Hosten	Waiver Signed by: Colin Hosten on May 11, 2026

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4. This shall include on-site parking on the day of the EVENT for guests of the RENTER. The RENTER shall furnish sufficient personnel to manage the parking areas throughout the EVENT; shall adhere to and enforce all traffic and parking requirements of the CITY; and shall be fully responsible for the safety of all vehicles, their operators and passengers traveling along or parking on the Norwalk City Property in connection with the EVENT
5. The RENTER will provide, at its own expense, all equipment, staff and services necessary for its EVENT. The CITY has no responsibility for providing any equipment, personnel or services for the EVENT
6. The RENTER shall not assign this Agreement, nor permit any use of the SITE other than as is herein specified
7. The RENTER shall not:
•Commit any nuisance on the SITE or do or permit to be done anything which may result in the creation or commission of a nuisance on the SITE
•Allow or participate in any of the following: (1) activities related to the exposure or display for sale of any food, beverage, goods or wares on the SITE unless with the express, written permission of the Norwalk City Clerk; (2) the solicitation at the SITE of any contribution (except entry fees)
•The display of any advertising for commercial purposes on the SITE at any time-except for banners advertising the EVENT sponsors, which banners must be approved in writing by the Director of Recreation and Parks prior to installation at the SITE

8. The RENTER shall provide, at its expense, all reasonably necessary security, cleanup, garbage collection and removal services and shall be responsible for ensuring that the SITE is at all times maintained in a clean, orderly and safe condition. The RENTER is responsible for restoring the SITE and all surrounding areas at the conclusion of the EVENT. Representatives of the CITY shall inspect the SITE prior to the initial setup in order to establish the condition thereof and again, after the EVENT, in order to assess any resulting damage to the City's property. Following the EVENT, the RENTER shall restore (or cause to be restored) the SITE to the condition established at the initial inspection, ordinary wear and tear accepted. If the SITE, any portion thereof, or any surrounding area, is in any way damaged by the actions, omissions, default or negligence of the RENTER, its agents, employees patrons, volunteers, guests, or any person admitted to the SITE by or with the knowledge of the RENTER, the RENTER shall be responsible to pay to the CITY, upon demand, such sums as may be necessary to restore the SITE to its condition immediately prior to RENTER's use. The RENTER agrees to provide a certified bank check made payable to the City of Norwalk in the amount of Fifteen Hundred Dollars ($1,500.00), to insure the satisfactory clean up, restoration, and/or repair of the SITE and surrounding areas following the completion of the EVENT. A check will be promptly returned by the CITY following inspection of the SITE and approval of its condition. [6]

9. The RENTER hereby assumes full responsibility for the character, acts and conduct of any and all persons admitted to the SITE by or with the consent of the RENTER or its employees, volunteers, agents, or any person acting for and on behalf of the RENTER. The RENTER agrees to have on SITE at all time, sufficient security to maintain order and protect all persons and property. If the expected attendance is to be 200 or more at any event, including weddings (200 is the maximum permitted at the Mansion) separate arrangements for security must be made with the Norwalk Police Department. All expenses related to such officer has to be paid directly to Norwalk Police Department – 203-854- 3023. The RENTER is responsible for taking any and all reasonable precautions necessary to ensure the safety of all persons coming into the SITE during its period of contracted use. The RENTER shall promptly notify the on-site staff member or the Director of the Recreation and Parks Department Office in writing (an email) of any physical defects impacting the safety of the SITE of which it is aware or should become aware of prior to or during its use. The RENTER is responsible for any damage to City property as a direct or indirect result of or in connection with the EVENT; and shall be responsible for making restitution to the City for any and all such damages based on the reasonable cost of restoration as determined by the City. Such restitution shall be due within thirty days following demand and may be deducted from the Security Deposit without the prior consent or permission of the RENTER.
10. The RENTER shall indemnify, defend, and save harmless the CITY OF NORWALK, and all of its officers, agents, and employees, from any and all
suits, actions, claims, demands, financial losses and liabilities (including reasonable attorney's fees), of any character, name or description arising out
of the RENTER's use of the SITE; or on account of any act or omission, neglect, default or misconduct of the RENTER, its agents, officers, employees,
volunteers, guests, invitees or any other person on the SITE with RENTER's permission or authorization. The provisions of this paragraph shall not be limited by the insurance coverage provided hereunder, shall be separate and independent of any other condition or requirement stated herein,
and shall survive the termination or expiration of this Agreement.
11. The RENTER shall release and hold harmless the CITY from any and all liability, damages of any nature and claims that may arise directly or indirectly in connection with or as a result of the EVENT, regardless of whether caused by vendors or any individuals and/or entities participating in the EVENT or anyone directly or indirectly employed by or acting as an agent, volunteer or employee, on behalf of any of them or by anyone for whose actions or omission any of such actors, including RENTER, are or may be liable. RENTER is solely responsible for the conduct of the EVENT and for all actions undertaken by participants of the EVENT, and agrees not to look to the CITY in terms of any claim or liability arising out of the conduct of the EVENT except to the extent of any negligence or willful misconduct of any CITY employee. The City is not responsible for damage to or loss of RENTER's property or that of RENTER's licensees, invitees, agents and guests.
12. The RENTER may bring only the following in or onto the SITE:

Unless listed above, no furniture, machinery or equipment may be brought onto the SITE without the prior written approval of the City of Norwalk, acting by its Director of Recreation and Parks Department.
13. Insurance Coverage: The RENTER shall maintain, at its own cost, insurance coverage applicable to its use of the SITE as stated herein. Such coverage shall be maintained in effect throughout the term of RENTER's use of the SITE until such time as the CITY indicates IN WRITING that RENTER has fulfilled its responsibilities hereunder. A Certificate of Insurance must be presented by the RENTER evidencing the coverage set out in the attached Insurance Rider. Insurance may be purchased through Recreation and Parks for the event.
14. If Alcoholic Beverages are being Served or Sold:
If alcoholic beverages will be SOLD at the EVENT, then the RENTER must:
•Contact the State Department of Consumer Protection Liquor Control Division and apply for a temporary permit. A copy of such permit must be provided to the City no later than two weeks prior to the date of the EVENT
•RENTER must provide Liquor Liability Insurance with minimum coverage of One Million Dollars and such Policy should name the City of Norwalk as an additional insured

If alcoholic beverages will be SERVED at the EVENT, then the RENTER must:
•Provide evidence of applicable Host Liquor Liability Insurance coverage in accordance with the requirements set out in the

Insurance Rider attached
•The Certificate of Insurance must indicate and the coverage must provide that the applicable insurance policies are written on a per occurrence basis and have been endorsed to name the City of Norwalk as an additional insured party. Such certificates must be presented with this Application and shall indicate that all coverage remain valid until the expiration of the RENTER's responsibilities hereunder

The City of Norwalk hereby issues the permit referenced above with the understanding that the RENTER has agreed to abide by and fulfill the conditions set forth herein and in the documents attached, which documents are incorporated into this Permit by reference.
15. The City may revoke this permit and any or all privileges hereby granted at any time if the RENTER fails to abide by the terms and requirements of
this permit or breaches any obligation or responsibility hereunder or if the CITY makes a determination that revoking this permit would be in its best interests. Effective upon revocation. [7]

16. Miscellaneous: No amendment of the Agreement shall be effective unless agreed to in writing by both parties. In the event that any provision of
this Agreement shall be held invalid or unenforceable, such provision shall be severed and the remainder of the Agreement shall continue in full force and effect, The Agreement, constitutes the entire Agreement between the parties and supersedes all prior written or oral understandings, bids,
offers, negotiations, or communications of every kind.
The undersigned hereby represents the following:
I hereby represent for myself and/ or the entity on behalf of which I am acting in connection with this permit that I have read, understood and agree to abide by the terms and conditions set forth above as a condition of being issued this permit.
If, as the undersigned, I am not acting as an individual but am acting on behalf of a corporation, LLC, partnership or other legal entity, I represent that I have been granted all necessary authority to execute this permit; to act on behalf of and bind the entity listed as the RENTER; and that I have complied with all applicable requirements necessary to bind such entity under the terms of this permit.
I hereby affirm my authority to act on behalf of and bind the RENTER to the terms set forth herein
SCHEDULE "B"
INSURANCE RIDER
The RENTER shall provide and maintain insurance coverage in compliance with the following requirements:
The insurance required shall be written for not less than the scope and limits of insurance specified hereunder, or required by applicable federal, state and/or municipal law, regulation or requirement, whichever coverage requirement is greater. It is agreed and understood that the scope and limits of insurance specified hereunder are minimum requirements and shall in no way limit or preclude the City from requiring additional limits and coverage to be provided under the RENTER's policies.
ALL POLICIES SHALL INCLUDE A WAIVER OF SUBROGATION
Minimum Scope and Limits of Insurance:
Commercial General Liability: Commercial General Liability insurance providing for a total limit of One Million Dollars ($1,000,000.00) coverage per occurrence for all damages arising out of bodily injury, personal injury, property damage, products/completed operations, and contractual liability coverage for the indemnification obligations arising under this Agreement. The annual aggregate limit shall not be less than Two Million Dollars ($2,000,000.00).
Liquor Liability: Whenever liquor will be served at an EVENT or on the SITE, RENTER shall carry a policy providing a minimum of one million dollars coverage for damages arising out of bodily injury and property damage imposed on the Renter as a result or by reason of the selling, serving or furnishing of any alcoholic beverage. Host Liquor Liability should be purchased with a minimum of one million dollars coverage for organizations not in
the business of manufacturing, distributing, selling or furnishing alcoholic beverages.
Acceptability of Insurers: The RENTER's policies shall be written by insurance companies licensed to do business in the State of Connecticut, with an AM Best rating of A-VII, or otherwise acceptable to the City. Additionally, all carriers are subject to approval by the City of Norwalk and/or the Norwalk Board of Education, as appropriate.
Aggregate Limits: Any aggregate limits must be declared to and be approved by the City. It is agreed that the RENTER shall notify the City

whenever fifty percent (50%) of the aggregate limits are eroded during the required coverage period. If the aggregate limit is eroded for the full limit, the RENTER agrees to reinstate or purchase additional limits to meet the minimum limit requirements stated herein. Any premium for such shall be paid by the RENTER.

Deductibles and Self-Insured Retentions: Any deductible or self-insured retention must be declared to and approved by the City. All deductibles or self-insured retentions are the sole responsibility of the RENTER to pay and/or to indemnify.

Notice of Cancellation or Nonrenewal: Each insurance policy required shall be endorsed to state that coverage shall not be suspended, voided or cancelled before the expiration date except after thirty (30) days prior written notice by certified mail, return receipt requested, has been given to the City. Notwithstanding this requirement, the RENTER is primarily responsible for providing such written notice to the CITY thirty (30) days prior to any policy change or cancellation that would result in a change of the amount or type of coverage provided. In the EVENT of any such change the RENTER shall provide comparable substitute coverage so that there is no lapse in applicable coverage or reduction in the amount of coverage available to the CITY related to the RENTER’s services.

Waiver of Governmental Immunity: Unless requested otherwise by the City, the RENTER and its insurer shall waive governmental immunity as defense and shall not use the defense of governmental immunity in the adjustment of claims or in the defense of any suit brought against the City.

Additional Insured: The liability insurance coverage, except Errors and Omissions, Professional Liability, or Workers' Compensation, if included, required for the performance of the Project shall include the City as an Additional Insured with respect to the RENTER's activities to be performed under this Agreement. Coverage shall be primary and noncontributory with any other insurance and self-insurance.

Certificate of Insurance: As evidence of the insurance coverage required by this Agreement, the RENTER shall furnish Certificate(s) of Insurance to the City Clerk’s Office prior to the RENTER's EVENT. The Certificate(s) will specify all parties who are endorsed on the policy as Additional Insured (or Loss Payees). The Certificates and endorsements for each insurance policy are to be signed by a person authorized by the insurer to bind coverage on its behalf. Renewals of expiring Certificates shall be filed thirty (30) days prior to expiration. The City reserves the right to require complete, certified copies of all required policies at any time.

All insurance documents required should be mailed to the City of Norwalk Corporation Counsel, 125 East Avenue, Room 237, and P.O. Box 5125, Norwalk, Connecticut 06856-5125.

Waiver of requirements: The Corporation Counsel may vary these insurance requirements at Corporation Counsel's sole discretion if Corporation Counsel determines that the City's interests will be adequately protected by the provision of different types or other amounts of coverage.

Signature ______________________

X: ______________________

Date: ______________________

City of Norwalk Online
Mailing Address: 125 East Ave., Room 225, Norwalk, CT 06851
Phone Number: (203) 854-7806
Email Address: recreation@norwalkct.gov

X: ______________________

Date: ______________________

Colin Hosten
Customer ID: 17255
Work Phone Number: (203) 343-0384
Home Phone Number: (718) 613-9433
Email Address: development@thenorwalkconservatory.org

Permit

I ♥ NORWALK
DEPARTMENT OF RECREATION & PARKS

City of Norwalk Online
125 East Ave.
Room 225
Norwalk, CT 06851

PHONE:(203) 854-7806
EMAIL:recreation@norwalkct.gov

Permit # R3495

Status	Tentative
Date of Issue	Jun 4, 2026 3:25 PM
Expiration Date	Jun 26, 2026

Customer Name	Morris Redd - 15932	**Home Phone Number**	(203) 855-9555
Customer Type	General Public	**Cell Phone Number**	(202) 640-3750
Mailing Address	16 Quaker Rd Norwalk, CT 06854	**Email Address**	moredd246@gmail.com
System User	Internet User		

Rental Fee	$570.00
Discounts	$0.00
Subtotal	$570.00
Deposits	$1,000.00
Deposit Discounts	$0.00
Total Permit Fee	$1,570.00
Total Payment	$0.00
Refunds	$0.00
Balance	$1,570.00

Gregory Burnett, Sr. Memorial 5k & Fun Run

1 resource(s) 1 booking(s) **Subtotal: $1,570.00**

Event Notes:
-Date changed to Sunday, May 3rd
-$1,000 site deposit added which is refundable after event providing no damage

Booking Summary

Calf Pasture Beach (Event) **Center: Calf Pasture Beach**

START DATE/TIME	END DATE/TIME	ATTENDEE	AMT W/O TAX
Sun, Oct 18, 2026 7:00 AM	Sun, Oct 18, 2026 2:00 PM	249	$0.00
Resource level fees			$1,570.00

Custom Questions

QUESTION	ANSWER
*Will you require lights? (Fields only)	No
Are you a Non-Profit or 501C3?	Yes
Are you requesting a tent? Any tent 10x10 or larger needs approval and permit from Code Enforcement Dept.	No
Are you using a food truck?	Yes
Are you using the pavilion? (Cranbury, Calf Pasture & Fodor Farm sites only)	Yes
Do you plan on serving alcohol at your event? (No glass or glass bottles allowed at City parks)	No

If so, how many (Up to 2 allowed. Food Trucks not allowed at beach)	2
Is there a 2nd date in mind or a rain date or location?	No
Number of people attending? (For the groups at the Cranbury Pavilion I, groups of over 70 are required to rent a portajohn)	249
What is the setup time?	7:00 AM - 8:30 AM
What type of event?	5K Run and Legacy Mile
What will you be bringing onto the site? (No helium balloons, confetti or drones allowed on City property)	Tables, Audio Equipment, Signage, Refreshments for Runners
Will the group be going into the water? (Beach permits only)	No
Will the public be invited to the event?	Yes
Will there be music? No amplified music at the beach.	Yes
Will you be bringing a grill? (Not allowed on grass, propane only)	No
Will you be having portable restrooms?	No
Will you be selling food, beverages, goods or wares?	No
Will you be using any inflatables? (Bounce houses, climb on and slides strictly prohibited)	No
Will you be using display advertising?	Yes
Will you be using temporary electrical resources?	Yes
Will you have a catering tent? (Gallaher Mansion site only)	No
Will you have over 200 guests- if so police officer will be required.	Yes
Will you need the Showmobile? (Calf Pasture only)	No
Will you solicit contributions at your event?	No

Waivers and Information

WAIVER NAME	DUE DATE	FOR	SIGNING STATUS
Facility- Facility Rental Event Application Form	May 9, 2026	Morris Redd	Waiver Signed by: Morris Redd on Mar 10, 2026

City of Norwalk Recreation & Parks Department Facility Rental Event Application Form

This Contract is further subject to the following covenants and agreements:

1.Renter is responsible to ensure that no accumulation of debris or waste or unsafe or hazardous condition is allowed on the premises; that the premises are at all times kept in a safe and clean condition; and that no damage to or destruction of property or the premises itself and its surrounding grounds, roadways and driveways occurs.

2.Dogs are strictly prohibited at all beaches, school grounds and parks except Taylor Farm and parts of Cranbury Park. This rule applies to all beaches at all times. Violation of this rule will result in issuance of a $100 fine.

3.The City of Norwalk is not responsible for damage to or loss of Renter's property or that of Renter's licensees, invitees, agents and guests. Renter assumes all risks of damage and loss of its personal property. 4.The Renter may bring the following in or onto the Premises: *Any tent (structure) 10 X 10 Feet or larger, including but not limited to; additional electrical lighting equipment, which requires a separate permit from the Code Enforcement Department. It is the Renter's responsibility to obtain this permit from Code Enforcement, Room 121 at Norwalk City Hall *Dunking tanks and other forms of entertainment rentals must be preapproved prior to presenting to the Recreation & Parks subcommittee meeting. At no time will bounce houses be allowed on any city owned properties. Use of such rentals without approval may jeopardize future rental for the person/persons. Any and all rentals, machines, novelties will require a separate Insurance Certificate, which must be obtained prior to the event *No other furniture, structures; machinery or other equipment shall be brought in or onto the premises without the prior written approval of the City of Norwalk, by the Director of Recreation and Parks *Open fires are strictly prohibited from all our indoor facilities, tented areas, under pavilions, or on the Great Lawn in Cranbury Park. Items include candles, sparklers, tiki torches, fire pits, etc. Open wood burning grills are prohibited from being used at any City owned property, unless a separate permit is obtained from the Fire Marshall. Propane grills are allowed however they may not exceed 60” in length*Recreation & Parks strictly prohibits the use of personal or commercial drones at any of the City of Norwalk's properties where private events are taking place. If such usage is reported, appropriate action will be taken immediately and violators will risk disqualification from all future rentals 5.HOLD HARMLESS: Additionally, Renter agrees to indemnify, defend and save harmless the City of Norwalk, it's employees, agents and officials, from and against any and all claims, demands, suits proceedings, liabilities, judgments, financial losses, costs or damages, including attorneys' fees and court costs, on account of bodily injury or death, damage or destruction to property or other financial losses, costs and expenses, of any nature and to any extent which may arise out of or be related in any way to the actions or omissions of the Renter, his or her employees, agents, servants, guests, invitees, or licensees, in connection with Renter's use of the Premises hereunder whether arising directly or indirectly there from. The provisions of this section shall survive the expiration or early termination of this Agreement and shall not be limited in any way by reason of any insurance coverage.

6.Renter hereby releases the City of Norwalk, its agents, officers and employees from and against any and all claims it may have at any time arising out of the condition of the Premises or any fixtures or installations thereon7.ALL POLICIES OF INSURANCE REQUIRED HEREUNDER IN CONNECTION WITH THE ACTIVITIES CONTEMPLATED HEREIN SHOULD INCLUDE A WAIVER OF SUBROGATION 8.The renter is entitled to use only the Premises described herein, including parking areas, and designated means of ingress to and egress from the Premises on such date and during such hours as stated on application. If additional time is used beyond the contracted hours, the renter will be responsible for any and all costs incurred and will be subtracted from the security deposit 9.The City of Norwalk reserves the right to cancel the Event for public health or safety reasons as determined by the City of Norwalk in its sole discretion. The City of Norwalk shall not be liable for damages arising from the cancellation of the Event.10.CANCELLATION POLICY: If an event is cancelled by the Renter less than ninety (90) days prior to the confirmed date, there will be no refund of monies paid. If an event is cancelled more than ninety (90) days prior to the confirmed date, then any money paid to date will be refunded, less the non-refundable deposit- which will be retained by the City. However, if the scheduled date is thereafter booked by another event, then the deposit may, at the discretion of the City, be refunded The total fee for your use of the Premises are based upon rates pre-determined by the Recreation and Parks Committee. Facility application must be presented with a $100 non-refundable deposit to confirm the date. Fees are payable by checks made out to Norwalk Recreation and Parks Department (please include phone number and driver's license number on check for processing purposes) or credit/debit card (NO American Express) Deposit is required at time of reservation to hold the date; the insurance, security deposit and balance of facility rental are due 45 days prior to the event date

MAIL TO: NORWALK RECREATION AND PARKS DEPARTMENT NORWALK CITY HALL ATTN: REBECCA KOVACS125 EAST AVENUE NORWALK, CT 06851 PHONE: 203-854-7806 FAX: 203-854-7869

MorrisRedd

Facility - Rental Agreement	May 9, 2026	Morris Redd	Waiver Signed by: Morris Redd on Mar 10, 2026

A REFUNDABLE SECURITY DEPOSIT IS REQUIRED TO COVER DAMAGE CREATED BY THE RENTER, THEIR GUESTS OR THEIR CONTRACTORS. THE SECURITY DEPOSIT IS DUE (30) DAYS IN ADVANCE OF THE EVENT DATE. IF THE FACILITY IS NOT LEFT IN PROPER ORDER, NORWALK RESERVES THE RIGHT TO HOLD THE ENTIRE DEPOSIT UNTIL ADJUSTMENTS ARE MADE TO CORRECT ANY DAMAGE. THE SECURITY DEPOSIT LESS ANY DEDUCTIONS FOR DAMAGES IS REFUNABLE AFTER THE EVENT.

Separate arrangements for a police / security officer MUST be made with the Norwalk Police Department if attendance is expected to be 200 people or more for all events including weddings.

RENTAL AGREEMENT

TERMS AND REQUIREMENTS

1.In consideration of RENTER agreeing to pay the user fee of, and having agreed to the terms and conditions set forth herein, the CITY hereby grants permission to the RENTER to utilize, (hereinafter the SITE) for the purpose of holding the EVENT described on the attached application, (hereinafter the EVENT) in compliance with all requirements, rules and regulations of the CITY.

2.The RENTER is permitted to use the SITE solely for purposes of the EVENT on the date(s) and time(s) set out on the application page. Such use must conform to all requirements of this agreement.
3.The RENTER agrees to pay in full all charges due under this Agreement 45 days prior to the date of the EVENT, in accordance with the payment schedule set forth herein.
4. This shall include on-site parking on the day of the EVENT for guests of the RENTER. The RENTER shall furnish sufficient personnel to manage the parking areas throughout the EVENT; shall adhere to and enforce all traffic and parking requirements of the CITY; and shall be fully responsible for the safety of all vehicles, their operators and passengers traveling along or parking on the Norwalk City Property in connection with the EVENT
5. The RENTER will provide, at its own expense, all equipment, staff and services necessary for its EVENT. The CITY has no responsibility for providing any equipment, personnel or services for the EVENT
6. The RENTER shall not assign this Agreement, nor permit any use of the SITE other than as is herein specified
7. The RENTER shall not:
•Commit any nuisance on the SITE or do or permit to be done anything which may result in the creation or commission of a nuisance on the SITE
•Allow or participate in any of the following: (1) activities related to the exposure or display for sale of any food, beverage, goods or wares on the SITE unless with the express, written permission of the Norwalk City Clerk; (2) the solicitation at the SITE of any contribution (except entry fees)
•The display of any advertising for commercial purposes on the SITE at any time-except for banners advertising the EVENT sponsors, which banners must be approved in writing by the Director of Recreation and Parks prior to installation at the SITE

8. The RENTER shall provide, at its expense, all reasonably necessary security, cleanup, garbage collection and removal services and shall be responsible for ensuring that the SITE is at all times maintained in a clean, orderly and safe condition. The RENTER is responsible for restoring the SITE and all surrounding areas at the conclusion of the EVENT. Representatives of the CITY shall inspect the SITE prior to the initial setup in order to establish the condition thereof and again, after the EVENT, in order to assess any resulting damage to the City's property. Following the EVENT, the RENTER shall restore (or cause to be restored) the SITE to the condition established at the initial inspection, ordinary wear and tear accepted. If the SITE, any portion thereof, or any surrounding area, is in any way damaged by the actions, omissions, default or negligence of the RENTER, its agents, employees patrons, volunteers, guests, or any person admitted to the SITE by or with the knowledge of the RENTER, the RENTER shall be responsible to pay to the CITY, upon demand, such sums as may be necessary to restore the SITE to its condition immediately prior to RENTER's use. The RENTER agrees to provide a certified bank check made payable to the City of Norwalk in the amount of Fifteen Hundred Dollars ($1,500.00), to insure the satisfactory clean up, restoration, and/or repair of the SITE and surrounding areas following the completion of the EVENT. A check will be promptly returned by the CITY following inspection of the SITE and approval of its condition. [6]

9. The RENTER hereby assumes full responsibility for the character, acts and conduct of any and all persons admitted to the SITE by or with the consent of the RENTER or its employees, volunteers, agents, or any person acting for and on behalf of the RENTER. The RENTER agrees to have on SITE at all time, sufficient security to maintain order and protect all persons and property. If the expected attendance is to be 200 or more at any event, including weddings (200 is the maximum permitted at the Mansion) separate arrangements for security must be made with the Norwalk Police Department. All expenses related to such officer has to be paid directly to Norwalk Police Department – 203-854- 3023. The RENTER is responsible for taking any and all reasonable precautions necessary to ensure the safety of all persons coming into the SITE during its period of contracted use. The RENTER shall promptly notify the on-site staff member or the Director of the Recreation and Parks Department Office in writing (an email) of any physical defects impacting the safety of the SITE of which it is aware or should become aware of prior to or during its use. The RENTER is responsible for any damage to City property as a direct or indirect result of or in connection with the EVENT; and shall be responsible for making restitution to the City for any and all such damages based on the reasonable cost of restoration as determined by the City. Such restitution shall be due within thirty days following demand and may be deducted from the Security Deposit without the prior consent or permission of the RENTER.
10. The RENTER shall indemnify, defend, and save harmless the CITY OF NORWALK, and all of its officers, agents, and employees, from any and all
suits, actions, claims, demands, financial losses and liabilities (including reasonable attorney's fees), of any character, name or description arising out
of the RENTER's use of the SITE; or on account of any act or omission, neglect, default or misconduct of the RENTER, its agents, officers, employees,
volunteers, guests, invitees or any other person on the SITE with RENTER's permission or authorization. The provisions of this paragraph shall not be limited by the insurance coverage provided hereunder, shall be separate and independent of any other condition or requirement stated herein,
and shall survive the termination or expiration of this Agreement.
11. The RENTER shall release and hold harmless the CITY from any and all liability, damages of any nature and claims that may arise directly or indirectly in connection with or as a result of the EVENT, regardless of whether caused by vendors or any individuals and/or entities participating in the EVENT or anyone directly or indirectly employed by or acting as an agent, volunteer or employee, on behalf of any of them or by anyone for whose actions or omission any of such actors, including RENTER, are or may be liable. RENTER is solely responsible for the conduct of the EVENT and for all actions undertaken by participants of the EVENT, and agrees not to look to the CITY in terms of any claim or liability arising out of the conduct of the EVENT except to the extent of any negligence or willful misconduct of any CITY employee. The City is not responsible for damage to or loss of RENTER's property or that of RENTER's licensees, invitees, agents and guests.
12. The RENTER may bring only the following in or onto the SITE:

Unless listed above, no furniture, machinery or equipment may be brought onto the SITE without the prior written approval of the City of Norwalk, acting by its Director of Recreation and Parks Department.
13. Insurance Coverage: The RENTER shall maintain, at its own cost, insurance coverage applicable to its use of the SITE as stated herein. Such coverage shall be maintained in effect throughout the term of RENTER's use of the SITE until such time as the CITY indicates IN WRITING that RENTER has fulfilled its responsibilities hereunder. A Certificate of Insurance must be presented by the RENTER evidencing the coverage set out in the attached Insurance Rider. Insurance may be purchased through Recreation and Parks for the event.
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If alcoholic beverages will be SOLD at the EVENT, then the RENTER must:
•Contact the State Department of Consumer Protection Liquor Control Division and apply for a temporary permit. A copy of such permit must be provided to the City no later than two weeks prior to the date of the EVENT
•RENTER must provide Liquor Liability Insurance with minimum coverage of One Million Dollars and such Policy should name the City of Norwalk as an additional insured

If alcoholic beverages will be SERVED at the EVENT, then the RENTER must:
•Provide evidence of applicable Host Liquor Liability Insurance coverage in accordance with the requirements set out in the

Insurance Rider attached
•The Certificate of Insurance must indicate and the coverage must provide that the applicable insurance policies are written on a per occurrence basis and have been endorsed to name the City of Norwalk as an additional insured party. Such certificates must be presented with this Application and shall indicate that all coverage remain valid until the expiration of the RENTER's responsibilities hereunder

The City of Norwalk hereby issues the permit referenced above with the understanding that the RENTER has agreed to abide by and fulfill the conditions set forth herein and in the documents attached, which documents are incorporated into this Permit by reference.
15. The City may revoke this permit and any or all privileges hereby granted at any time if the RENTER fails to abide by the terms and requirements of
this permit or breaches any obligation or responsibility hereunder or if the CITY makes a determination that revoking this permit would be in its best interests. Effective upon revocation. [7]

16. Miscellaneous: No amendment of the Agreement shall be effective unless agreed to in writing by both parties. In the event that any provision of
this Agreement shall be held invalid or unenforceable, such provision shall be severed and the remainder of the Agreement shall continue in full force and effect, The Agreement, constitutes the entire Agreement between the parties and supersedes all prior written or oral understandings, bids,
offers, negotiations, or communications of every kind.
The undersigned hereby represents the following:
I hereby represent for myself and/ or the entity on behalf of which I am acting in connection with this permit that I have read, understood and agree to abide by the terms and conditions set forth above as a condition of being issued this permit.
If, as the undersigned, I am not acting as an individual but am acting on behalf of a corporation, LLC, partnership or other legal entity, I represent that I have been granted all necessary authority to execute this permit; to act on behalf of and bind the entity listed as the RENTER; and that I have complied with all applicable requirements necessary to bind such entity under the terms of this permit.
I hereby affirm my authority to act on behalf of and bind the RENTER to the terms set forth herein
SCHEDULE "B"
INSURANCE RIDER
The RENTER shall provide and maintain insurance coverage in compliance with the following requirements:
The insurance required shall be written for not less than the scope and limits of insurance specified hereunder, or required by applicable federal, state and/or municipal law, regulation or requirement, whichever coverage requirement is greater. It is agreed and understood that the scope and limits of insurance specified hereunder are minimum requirements and shall in no way limit or preclude the City from requiring additional limits and coverage to be provided under the RENTER's policies.
ALL POLICIES SHALL INCLUDE A WAIVER OF SUBROGATION
Minimum Scope and Limits of Insurance:
Commercial General Liability: Commercial General Liability insurance providing for a total limit of One Million Dollars ($1,000,000.00) coverage per occurrence for all damages arising out of bodily injury, personal injury, property damage, products/completed operations, and contractual liability coverage for the indemnification obligations arising under this Agreement. The annual aggregate limit shall not be less than Two Million Dollars ($2,000,000.00).
Liquor Liability: Whenever liquor will be served at an EVENT or on the SITE, RENTER shall carry a policy providing a minimum of one million dollars coverage for damages arising out of bodily injury and property damage imposed on the Renter as a result or by reason of the selling, serving or furnishing of any alcoholic beverage. Host Liquor Liability should be purchased with a minimum of one million dollars coverage for organizations not in
the business of manufacturing, distributing, selling or furnishing alcoholic beverages.
Acceptability of Insurers: The RENTER's policies shall be written by insurance companies licensed to do business in the State of Connecticut, with an AM Best rating of A-VII, or otherwise acceptable to the City. Additionally, all carriers are subject to approval by the City of Norwalk and/or the Norwalk Board of Education, as appropriate.
Aggregate Limits: Any aggregate limits must be declared to and be approved by the City. It is agreed that the RENTER shall notify the City

whenever fifty percent (50%) of the aggregate limits are eroded during the required coverage period. If the aggregate limit is eroded for the full limit, the RENTER agrees to reinstate or purchase additional limits to meet the minimum limit requirements stated herein. Any premium for such shall be paid by the RENTER.

Deductibles and Self-Insured Retentions: Any deductible or self-insured retention must be declared to and approved by the City. All deductibles or self-insured retentions are the sole responsibility of the RENTER to pay and/or to indemnify.

Notice of Cancellation or Nonrenewal: Each insurance policy required shall be endorsed to state that coverage shall not be suspended, voided or cancelled before the expiration date except after thirty (30) days prior written notice by certified mail, return receipt requested, has been given to the City. Notwithstanding this requirement, the RENTER is primarily responsible for providing such written notice to the CITY thirty (30) days prior to any policy change or cancellation that would result in a change of the amount or type of coverage provided. In the EVENT of any such change the RENTER shall provide comparable substitute coverage so that there is no lapse in applicable coverage or reduction in the amount of coverage available to the CITY related to the RENTER's services.

Waiver of Governmental Immunity: Unless requested otherwise by the City, the RENTER and its insurer shall waive governmental immunity as defense and shall not use the defense of governmental immunity in the adjustment of claims or in the defense of any suit brought against the City.

Additional Insured: The liability insurance coverage, except Errors and Omissions, Professional Liability, or Workers' Compensation, if included, required for the performance of the Project shall include the City as an Additional Insured with respect to the RENTER's activities to be performed under this Agreement. Coverage shall be primary and noncontributory with any other insurance and self-insurance.

Certificate of Insurance: As evidence of the insurance coverage required by this Agreement, the RENTER shall furnish Certificate(s) of Insurance to the City Clerk's Office prior to the RENTER's EVENT. The Certificate(s) will specify all parties who are endorsed on the policy as Additional Insured (or Loss Payees). The Certificates and endorsements for each insurance policy are to be signed by a person authorized by the insurer to bind coverage on its behalf. Renewals of expiring Certificates shall be filed thirty (30) days prior to expiration. The City reserves the right to require complete, certified copies of all required policies at any time.

All insurance documents required should be mailed to the City of Norwalk Corporation Counsel, 125 East Avenue, Room 237, and P.O. Box 5125, Norwalk, Connecticut 06856-5125.

Waiver of requirements: The Corporation Counsel may vary these insurance requirements at Corporation Counsel's sole discretion if Corporation Counsel determines that the City's interests will be adequately protected by the provision of different types or other amounts of coverage.

Signature MorrisRedd

Deposit

EVENT	RESOURCE	DEPOSIT FEE	CHARGE	TAX	AMOUNT PAID	REFUNDS	BALANCE
Gregory Burnett, Sr. Memorial 5k & Fun Run	Calf Pasture Beach	Security Deposit	$1,000.00	$0.00	$0.00	$0.00	$1,000.00

Payment Schedules

Original Balance: $1,570.00 Current Balance: $1,570.00

DUE DATE	AMOUNT DUE	AMOUNT PAID	WITHDRAWAL ADJUSTMENT	BALANCE
Mar 18, 2026	$1,000.00	$0.00	$0.00	$1,000.00
May 9, 2026	$570.00	$0.00	$0.00	$570.00

X: ______________________ X: ______________________

Date: ______________________ Date: ______________________

City of Norwalk Online
Mailing Address: 125 East Ave., Room 225, Norwalk, CT 06851
Phone Number: (203) 854-7806
Email Address: recreation@norwalkct.gov

Morris Redd
Customer ID: 15932
Home Phone Number: (203) 855-9555
Cell Phone Number: (202) 640-3750
Email Address: moredd246@gmail.com

Norwalk Department of Police Service

Memo

To:	Common Council and Public Safety and General Government Committee
From:	Deputy Chief Melissa Lepore
CC:	
Re:	Authorization for Connecticut DOT Highway Safety Project 2026 Speed and Aggressive Driving Grant Project Number 0206-0745-4-DH Award
Date:	June 09, 2026

The Connecticut Department of Transportation (DOT) has approved the application submitted by the Norwalk Police Department for an award under the application entitled 2026 Speed and Aggressive Driving grant award. The grant award is approved for $59,993.47. The grant effective date runs from July 1, 2026 to September 5, 2026. The grant is focused on increasing public safety.

According to the Crash Data Repository at UCONN, aggressive driving-related crashes in Norwalk has remained consistently high in past years 1,136 in 2023; 1,110 in 2024; and 1,126 in 2025. Accidents attributed to aggressive driving also has resulted in an increase of injuries. UCONN Crash Data Repository indicates that Norwalk would benefit from additional police presence and enforcement on our roadways. The additional enforcement actions will help in the deterrence of speed related crashes and encourage safe and responsible motor vehicle operation.

The most problematic areas in Norwalk are the main thoroughfares which serve as the municipal arteries of the City. Additional primary roads, used to access these thoroughfares, will also be target areas. Officers will focus on enforcing moving violations. They will issue verbal warnings, written warnings, infraction tickets, or make arrests when appropriate. The grant parameters are set to increase patrols on Friday, Saturday, Sunday, and Monday’s when data shows an increase in speed and aggressive driving problems. Time of day for enforcement is also set by the grant during peak traffic hours.

We are requesting the following authorization:

1. Authorize Mayor Barbara Smyth to execute any and all documents and agreements necessary to accept grant funding under the Department of Transportation 2025 Speed and Aggressive Driving Grant, Project Number 0206-0745-4-DH.

2. Authorize Chief of Police James Walsh to execute any and all documents and agreements as may be necessary to implement the Department of Transportation 2025 Speed and Aggressive Driving Grant, Project Number 0206-0745-4-DH.

CONNECTICUT DEPARTMENT OF TRANSPORTATION
HIGHWAY SAFETY OFFICE

GRANT APPROVAL CONFIRMATION

DELIVERED BY EMAIL TO: **Rita Nigri**

APPROVED PROJECT PERIOD:	**July 01, 2026 - September 05, 2026**
STATE PROJECT NUMBER:	**0206-0745-4-DH**
PROJECT NAME:	**Speed and Aggressive Driving Enforcement**
GOVERNMENTAL UNIT:	**City of Norwalk**
APPLICANT:	**Norwalk Police Department**
FEDERAL FUNDS:	**$59,993.47**
CFDA:	**20.616**

The Department of Transportation would like to notify you of the approval of the Norwalk Police Department's Highway Safety project application entitled Speed and Aggressive Driving Enforcement effective July 01, 2026 - September 05, 2026.

Federal funds in the amount of $59,993.47 are allocated to this project in accordance with the approved 2026 Fiscal Year Connecticut Annual Grant Application. The total project cost may not exceed this amount for the approved project period and no funds may be used for Research and Development.

All grants greater than or equal to $30,000.00 are subject to FFATA (Federal Funding Accountability and Transparency Act) sub-award reporting requirements. For more information go to https://sam.gov.

All costs incurred under this project must be in full compliance with both federal and State regulations, policies and procedures that govern the use of highway safety funds. Costs are subject to review by both Internal and External Auditors.

Please note that deviations from the specifics of the approved budget must be reviewed and approved by the Highway Safety Office prior to their implementation in order for related costs to be eligible for reimbursement.

Reimbursement instructions will be sent to your agency point of contact. All final claims against this project, together with all supporting financial documentation, must be submitted to the Highway Safety Office no later than thirty (30) days after the project period ending date.

If you have any additional questions or concerns regarding this program, please contact me at Joseph.Cristalli@ct.gov or 860-594-2412.

cc'd by email to: clam@norwalkct.gov
dorr@norwalkct.gov

Joseph T. Cristalli, Jr.
Transportation Assistant Planning Director

2800 Berlin Turnpike
P.O. Box 317546
Newington, CT 06131-7546
860-594-2000

CT.GOV/DOT

Applicant Organization Information

Agency Specific Information

Name of Agency * *Norwalk Police Department*

Agency Type * *Municipal PD*

FEIN * *06-6011881*
UEI Number * *V7ZTXNBNKJM9*
Address * *1 Monroe Street*
City * *Norwalk* **County** * *Fairfield County*
State * *Connecticut* **Zip** * *06854*
Website **Phone** * *(203) 854-3007*

Governmental Unit/Agency Information

Name of Governmental Unit/Agency * *City of Norwalk*
Address * *125 East Avenue*

City * *Norwalk* **County** * *Connecticut*

State * *Connecticut* **Zip** * *06851*

Project Contacts

Project Director (Required)	**Name:** *	*David Orr*	**Title:** *	*Lieutenant*	
	Street Address: *	*125 East Ave*	**Street Address 2:**		
	City: *	*Norwalk*	**State:** *	*Connecticut*	**Zip:** * *06851-5702*
	Phone: *	*(203) 854-3007*	**Email:** *	*dorr@norwalkct.gov*	

Authorized Official (Required)	**Name:** *	*Rita Nigri*	**Title:** *	*Grant Administrator*	
	Street Address: *	*125 East Ave*	**Street Address 2:**		
	City: *	*Norwalk*	**State:** *	*Connecticut*	**Zip:** * *06851*
	Phone: *	*(203) 506-4159*	**Email:** *	*rnigri@norwalkct.gov*	

Fiscal Contact (Required)	**Name:** *	*Chitsamay Lam*	**Title:** *	*Comptroller*	
	Street Address: *	*125 East Ave*	**Street Address 2:**		
	City: *	*Norwalk*	**State:** *	*Connecticut*	**Zip:** * *06851-5702*
	Phone: *	*(203) 854-7711*	**Email:** *	*clam@norwalkct.gov*	

Problem ID, Objectives & Activities

Project Title: *

Speed and Aggressive Driving Enforcement

Requested Project Start Date *	Project Period Start Date	Project Period End Date
07/01/2026	07/01/2026	09/05/2026

Problem ID

Statement of the Problem and Background Information

Include local problem identification and data.
Crash data can be obtained from the Connecticut Crash Data Repository at: http://www.ctcrash.uconn.edu/

The City of Norwalk continues to experience a significant and persistent problem with speeding and aggressive driving behaviors that threaten public safety. According to the U.S. Census Bureau, Norwalk's population increased from 91,184 in 2020 to an estimated 94,508 in 2025, a 3.64% increase. This growth has contributed to increased traffic volume and roadway congestion throughout the city. Data from the UConn Connecticut Crash Data Repository demonstrates that aggressive driving remains a substantial contributor to motor vehicle crashes in Norwalk.

During the past three years, aggressive driving-related crashes have remained consistently high:
Year Aggressive Driving Crashes Injury Crashes Fatal Crashes
2023 1,136 306 1
2024 1,110 328 1
2025 1,126 304 1

Despite ongoing enforcement efforts, the number of crashes attributable to aggressive driving has remained largely unchanged, indicating the continued need for targeted enforcement and public awareness initiatives. Crash analysis identifies the City's primary arterial roadways as areas of concern, including Route 1, Route 7, East Avenue, and West Avenue. Additionally, seasonal traffic patterns create increased risks on roads serving Norwalk's recreational destinations, including Gregory Boulevard, Beach Road, West Rocks Road, Fillow Street, Grumman Avenue, and Newtown Avenue.

The City of Norwalk's StreetLight transportation analytics program further identifies several corridors experiencing the highest traffic volumes and most significant speeding activity, including:
- *West Rocks Road*
- *Newtown Avenue*

• Strawberry Hill Avenue
• Van Buren Avenue (Route 1 corridor)
• Dr. Martin Luther King Jr. Boulevard
• Lower Wilson Avenue
• Highland Avenue
• Upper Main Avenue

Traffic volume and speeding complaints are most prevalent during weekday morning and evening commuter periods, midday business traffic periods, and weekend evening hours when residents and visitors frequent Norwalk's entertainment, dining, and waterfront districts. Norwalk has demonstrated effective utilization of prior Connecticut DOT funding. During the 2024 Speed and Aggressive Driving Grant, officers conducted 1,202 traffic stops and issued 1,153 citations utilizing $72,257.76 in grant funding. During the 2025 grant period, officers conducted 964 traffic stops and issued 954 citations utilizing $69,942.06 in funding. These enforcement efforts resulted in a substantial law enforcement presence on targeted roadways and enhanced deterrence of unsafe driving behaviors. Given Norwalk's continued population growth, sustained crash numbers, and documented speeding concerns, additional enforcement resources remain necessary to reduce crashes, prevent injuries, and improve roadway safety for residents and visitors.
*

Objectives

Objective is to decrease fatalities and injuries as a result of motor vehicle crashes caused by Speeding and Aggressive Driving.

- To Increase High Visibility Speed and Aggressive Driving Enforcement, especially in areas with high population, high traffic volumes and roadways with low posted speed limits. These areas have been identified through state level problem identification as the most likely to effect the greatest number of speed related crashes through HVE speed enforcement.

Describe the objectives to be accomplished during this project.

The objectives should be specific, clearly written, measurable, and time-framed.

Examples:

- Reduce the number of speeding and aggressive driving crashes by X% during the grant period.
- Conduct a minimum of XX enforcement hours dedicated to deterring speeding and aggressive drivers.
- Educate community on the dangers of speeding and aggressive driving by reaching X people through outreach.

The Norwalk Police Department will use grant funding to implement a data-driven, high-visibility traffic enforcement initiative to reduce speeding and aggressive driving violations in identified crash corridors and high-risk roadway segments. Through targeted enforcement operations, public education, and increased police visibility, the Department seeks to deter dangerous driving behaviors and improve compliance with Connecticut motor vehicle laws.

Specific objectives include:

Objective 1
Reduce speed-related and aggressive driving crashes by 15% during the grant performance period compared to the same period in 2025.

Objective 2
Conduct highly visible enforcement operations on roadways identified through crash analysis, traffic volume data, and speeding trends.

Objective 3
Increase voluntary compliance with traffic laws through a combination of enforcement activity and public awareness messaging regarding the dangers of speeding and aggressive driving.

Objective 4
Utilize grant-funded officers to conduct approximately 739 hours of dedicated traffic enforcement between July 1, 2026, and September 5, 2026.

Objective 5
Conduct proactive enforcement resulting in traffic stops, citations, warnings, and arrests, when appropriate, for violations related to speeding, reckless driving, distracted driving, and other hazardous moving violations.

By combining evidence-based enforcement strategies with community education efforts, the Norwalk Police Department seeks to reduce crashes, injuries, and traffic-related fatalities while promoting safer roadways throughout the City.
*

Activities

Describe activities and procedures you will undertake to achieve each objective.

Identify project personnel and responsibilities. Include activity timelines.

The Norwalk Police Department will deploy sworn personnel, including officers, sergeants, and lieutenants, to conduct dedicated traffic enforcement details funded through this grant.

Officers will utilize proven traffic safety strategies, including:
- *High-visibility patrol operations*
- *Directed patrols in crash-prone corridors*
- *Stationary enforcement from fixed observation points*
- *Targeted enforcement during peak violation periods*
- *Data-driven deployment based on crash, traffic volume, and speeding analytics*

Grant-funded personnel will operate marked police vehicles and focus enforcement efforts on locations identified through analysis of UConn Crash Data Repository information, StreetLight traffic analytics, citizen complaints, and departmental traffic safety intelligence.

Officers will conduct motor vehicle stops and take appropriate enforcement action, including:
- *Verbal warnings*
- *Written warnings*
- *Infractions*
- *Misdemeanor and felony arrests when warranted*

Enforcement efforts will prioritize violations associated with crash causation, including:
- *Speeding*
- *Reckless driving*
- *Following too closely*
- *Improper passing*
- *Distracted driving*
- *Failure to obey traffic control devices*
- *Other aggressive driving behaviors*

Grant-funded enforcement details will be scheduled during periods with the highest documented crash and violation rates, including weekday commuter periods, midday traffic peaks, and weekend evening hours. The grant period will run from July 1, 2026, through September 5, 2026. Based on a $60,000 funding allocation, the Department will conduct approximately 739 hours of dedicated traffic enforcement, averaging 82 enforcement hours per week. These operations will provide a sustained, highly visible police presence in high-risk traffic corridors and support Connecticut's ongoing efforts to reduce crashes, injuries, and fatalities associated with speeding and aggressive driving.

*

	2022	2023	2024	Project Period Target Goals 2026
Speed Crashes	*1,153*	*1,136*	*1,110*	*943*
Speed Fatalities	*1*	*1*	*1*	*0*
Speed Injuries	*431*	*306*	*328*	*278*
Speed Citations Issued	*660*	*1,633*	*2,576*	*2,600*

Problem Identification

List at least 3 of the following:
Locations with the highest problems:

*Rt. 1**
*Rt. 7**
*West Ave**

East Ave

Strawberry Hill Ave

Highland Ave

Day(s) of the week where data shows increased problems:

*Monday**
*Tuesday**
*Wednesday**

Thursday

Friday

Saturday

Time(s) of Day where data shows increased problems:

7:00 AM	-	*3:00 PM*	*
11:00 AM	-	*7:00 PM*	*
12:00 PM	-	*8:00 PM*	*
	-		

Additional Documentation

Budget Selection Form

Applicant: * *Norwalk Police Department*
Project Title: * *Speed and Aggressive Driving Enforcement*
Agency Type: * *Municipal PD*

Please select all budget categories that apply to your project or grant.

Note: Selecting a category will open a corresponding form where you can enter specific budget details.

Important:
If you decide to deselect a category, please make sure to **clear or delete any information entered** in that category's form **before** unchecking the box.
Toggling these checkboxes only controls the visibility of the budget forms—it does not automatically remove any data previously entered.

- *[X]* **Enforcement - Municipal PD**
- *[X]* **Fringe**
- *[ ]* **Equipment**
- *[ ]* **Indirect Costs**

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Enforcement - Municipal PD

Applicant: * *Norwalk Police Department*
Project Title: * *Speed and Aggressive Driving Enforcement*

Enforcement Activity

	Start	End
Enforcement Period	*07/01/2026*	*09/05/2026*
Enforcement Total:	***$59,136.00***	
Please select the Enforcement Types applicable to this grant	*[X]* **Focus Patrol**	*[ ]* **Checkpoint**

Use an average rate for the overtime hourly rate.
Hours per shift must be between 4 hours and 8 hours per day. Shift hours can't exceed 8 hours per officer. There are 67 patrol days available.

Focus Patrol

Subgrantee Type	Number of Hours	Hourly Rate	Total
Municipal PD	*8*	*$80.00000*	*$640.00*
Municipal PD	*8*	*$80.00000*	*$640.00*
Municipal PD	*8*	*$80.00000*	*$640.00*
Municipal PD	*8*	*$96.00000*	*$768.00*
		Focus Patrol Subtotal	***$2,688.00***

Number of Planned Focus Patrol Days: *22*

Focus Patrol Grand total ***$59,136.00***

Planned Locations

List planned locations below:

Location
Rt. 1
Rt. 7
West Ave
East Ave
Strawberry Hill Ave

Highland Ave
Flax Hill Rd
West Rocks Rd
Newtown Ave
Gregory Blvd

Fringe

Applicant: *Norwalk Police Department*
Project Title: *Speed and Aggressive Driving Enforcement*
Project Period: **Start:** *07/01/2026* **End:** *09/05/2026*
If fringe rate is being charged/reimbursed, this page should be completed.

Fringe Benefits

I hereby certify that the information below is the true and accurate and authorized by "*Norwalk Police Department*" for hours worked by personnel for the following time period:

FROM: *07/01/2026* * **TO:** *09/05/2026* *

Actual Cost Category			*Municipal PD*	
FICA-Medicare	*1.45000* %	%	%	%
Other Cost Category				
	%	%	%	%
Total Fringe Rate			*1.45000*%	

Budget Summary

Total Federal Budget *$59,993.47*
Total Match Budget *$0.00*

Budget Category	Grant Funds Requested	Match	Total	HSO Conditions Apply
Salaries				
Municipal PD	*$59,136.00*		*$59,136.00*	
Fringe				
Municipal PD - *1.45000 %*	*$857.47*		*$857.47*	
Other Costs				
Indirect Costs	*$0.00*	*$0.00*	*$0.00*	
Total Grant Budget	***$59,993.47***	***$0.00***	***$59,993.47***	

Notes

Fringe & Indirect Certification

Applicant: *Norwalk Police Department*
Project Title: *Speed and Aggressive Driving Enforcement*
Project Period: **Start:** *07/01/2026* **End:** *09/05/2026*

Fringe Benefits

Has a Fringe Rate been submitted? *Yes*

[X] * I hereby certify that the information below is the true and accurate and authorized by *Norwalk Police Department* for hours worked by personnel for the following time period:

From	**To**
07/01/2026	*09/05/2026*

Actual Cost Category:			*Municipal PD*	
FICA-Medicare	*1.45000*			
Other Cost Category:				
Total Fringe Rate			*1.45000*	

Indirect Costs

Have Indirect Costs applicable to this grant been charged? *No*

*[X]** I further certify that this statement is correct in all respects and that the Indirect Costs Rate identified below accurately identifies what is allowable.

Is your Indirect Cost de minimus?

Effective Date Range:

Start	**End**

Approved Indirect Rate: *0.00* **%**

Please attach your approved Indirect Rate Agreement:

	Grant	**Match**
Indirect Cost Rates for this grant: *	*0.00* **%**	*0.00* **%**

Budget Category	**Total**	**Applicable Rate Base**	**Grant Funds Requested**	**Applicable Rate Base**	**Match**

Municipal PD - Salaries	*$0.00*		*$0.00*		
Municipal PD - Fringe	*$0.00*		*$0.00*		
Equipment	*$0.00*		*$0.00*		*$0.00*
Total Budget	***$0.00***		***$0.00***		***$0.00***

	Grant	Match
Sum of Indirect Cost Base Categories:		
Total Indirect Costs:		

Certification

	Authorized Official		Financial Officier
Designated Signatories:	*Rita Nigri*	**OR**	*Chitsamay Lam*

Upon saving this page, the Name and Title of the individual that checks this box will appear with the date.

*[X]** By checking this box, Applicant certifies it has read the foregoing acknowledgement and makes the representations, warranties, and certifications within.

Rita Nigri	*Grant Administrator*	*06/02/2026*
Name	**Title**	**Date**

Reimbursement Requirements

Requested Project Start Date	**Approved Project Start Date**	*Billing Period Start Date*	*Billing Period End Date*	**Reimbursement Deadline**
07/01/2026	*07/01/2026*	*07/01/2026*	*09/05/2026*	*10/05/2026*

The HSO-Approved Project Start Date will populate here once the submitted grant has been reviewed by HSO staff.

NOTE: This is a federally reimbursable program. The cost of all expenses incurred under this project must first be paid for with municipal or state agency funds. The sub-grantee may then apply for reimbursement based on the procedures and policies listed below.

- All reimbursements must be signed and dated by the sub-grantee's authorizing official.
- Reimbursements should be submitted on a quarterly/monthly basis, per program, per program manager, during the term of the approved grant.
- Under the terms and conditions of this project application, ALL SUPPORTING DOCUMENTATION must be submitted to the Highway Safety Office no later than thirty (30) days after the project's ending date. Please verify the project start date, project ending date, and reimbursement deadline prior to any project activity.
- All reimbursements must include the invoice as well as proof of payment (examples: for airfare or hotel; a billing statement showing a zero balance, a screen shot from system showing vendor and payment amount with voucher number, copy of front and back of canceled check, or notarized letter which includes check number and date when expenditure was paid).
- Deadline for all federal reimbursements for salary positions must be invoiced to the CT Highway Safety Office (HSO) no later than October 30th. Failure to do so may jeopardize your reimbursement.
- All salary reimbursements must be accompanied by signed timesheets and/or reports. Signature of both the employee and authorizing Supervisor is required.
- Deadline for all federal reimbursements for commodity purchases and other pre-approved grant items should be submitted to the HSO no later than October 30th.
- Photocopies of any media coverage (if applicable) or supportive documentation can be included. Grant category budgets should be adhere to, funding is not fluid between budget categories. Only expenses contained in the approved Highway Safety Project application may be claimed for reimbursement.

FAILURE TO MEET THE REIMBURSEMENT REQUIREMENTS SET FORTH MAY RESULT IN YOUR CLAIM BEING DENIED.

Certification

Designated Signatories:	**Authorized Official**	**OR**	**Financial Officer**
	Rita Nigri		*Chitsamay Lam*

Upon saving this page, the Name and Title of the individual that checks this box will appear with the date.

*[X]** By checking this box, Applicant certifies it has read the foregoing acknowledgement and makes the representations, warranties, and certifications within.

Rita Nigri	*Grant Administrator*	*06/02/2026*
Name	**Title**	**Date**

Certifications & Assurances

Please review the documents attached in the below statements. Once reviewed, please check the box beside each statement confirming your organization complies with the statements within each PDF.

*[X]** NONDISCRIMINATION
*[X]** POLITICAL ACTIVITY (HATCH ACT)
*[X]** CERTIFICATION REGARDING FEDERAL LOBBYING
*[X]** RESTRICTION ON STATE LOBBYING
*[X]** CERTIFICATION REGARDING DEBARMENT AND SUSPENSION
*[X]** BUY AMERICA ACT
*[X]** PROHIBITION ON USING GRANT FUNDS TO CHECK FOR HELMET USAGE

Certification

Designated Signatories:	**Authorized Official** *Rita Nigri*	**OR**	**Financial Officier** *Chitsamay Lam*

Upon saving this page, the Name and Title of the individual that checks this box will appear with the date.

*[X]** By checking this box, I understand that my statements in support of the State's application for Federal grant funds are statements upon which the Federal Government will rely in determining qualification for grant funds, and that knowing misstatements may be subject to civil or criminal penalties under 18 U.S.C. 1001. I sign these Certifications and Assurances based on personal knowledge, and after appropriate inquiry.

Rita Nigri	*Grant Administrator*	*06/02/2026*
Name	**Title**	**Date**

Full Certifications & Assurances

NONDISCRIMINATION

(applies to subrecipients as well as States)

The State highway safety agency will comply with all Federal statutes and implementing regulations relating to nondiscrimination (“Federal Nondiscrimination Authorities). These include but are not limited to:

- **Title VI of the Civil Rights Act of 1964** (42 U.S.C. 2000d et seq., 78 stat. 252),(prohibits discrimination on the basis of race, color, national origin) and 49 CFR part 21;
- **The Uniform Relocation Assistance and Real Property Acquisition Policies** Act of 1970, (42 U.S.C. 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects);
- **Federal-Aid Highway Act** of 1973, (23 U.S.C. 324 et seq.), and **Title IX of the Education Amendments of 1972**, as amended (20 U.S.C. 1681-1683 and 1685-1686) (prohibit discrimination on the basis of sex);
- **Section 504 of the Rehabilitation Act of 1973**, (29 U.S.C. 794 et seq.), as amended, (prohibits discrimination on the basis of disability) and 49 CFR part 27;
- **The Age Discrimination Act of 1975**, as amended, (42 U.S.C. 6101 et seq.), (prohibits discrimination on the basis of age);
- **The Civil Rights Restoration Act of 1987**, (Pub. L. 100-209), (broadens scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms "programs or activities" to include all of the programs or activities of the Federal aid recipients, subrecipients and contractors, whether such programs or activities are Federally-funded or not);
- **Titles II and III of the Americans with Disabilities Act** (42 U.S.C. 12131-12189) (prohibits discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing) and 49 CFR parts 37 and 38;
- **Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations** (prevents discrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations); and
- **Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency** (guards against Title VI national origin discrimination/discrimination because of limited English proficiency (LEP) by ensuring that funding recipients take reasonable steps to ensure that LEP persons have meaningful access to programs (70 FR 74087-74100).

The State highway safety agency—

- Will take all measures necessary to ensure that no person in the United States shall, on the grounds of race, color, national origin, disability, sex, age, limited English proficiency, or membership in any other class protected by Federal Nondiscrimination Authorities, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any of its programs or activities, so long as any portion of the program is Federally-assisted;
- Will administer the program in a manner that reasonably ensures that any of its subrecipients, contractors, subcontractors, and consultants receiving Federal financial assistance under this program will comply with all requirements of the NonDiscrimination Authorities identified in this Assurance;
- Agrees to comply (and require its subrecipients, contractors, subcontractors, and consultants to comply) with all

applicable provisions of law or regulation governing US DOT's or NHTSA's access to records, accounts, documents, information, facilities, and staff, and to cooperate and comply with any program or compliance reviews, and/or complaint investigations conducted by US DOT or NHTSA under any Federal Nondiscrimination Authority;

- Acknowledges that the United States has a right to seek judicial enforcement with regard to any matter arising under these Non-Discrimination Authorities and this Assurance;
- Agrees to insert in all contracts and funding agreements with other State or private entities the following clause:

  "During the performance of this contract/funding agreement, the contractor/funding recipient agrees—

a. To comply with all Federal nondiscrimination laws and regulations, as may be amended from time to time;

b. Not to participate directly or indirectly in the discrimination prohibited by any Federal non-discrimination law or regulation, as set forth in appendix B of 49 CFR part 2l and herein;

c. To permit access to its books, records, accounts, other sources of information, and its facilities as required by the State highway safety office, US DOT or NHTSA;

d. That, in event a contractor/funding recipient fails to comply with any nondiscrimination provisions in this contract/funding agreement, the State highway safety agency will have the right to impose such contract/agreement sanctions as it or NHTSA determine are appropriate, including but not limited to withholding payments to the contractor/funding recipient under the contract/agreement until the contractor/funding recipient complies; and/or cancelling, terminating, or suspending a contract or funding agreement, in whole or in part; and

e. To insert this clause, including paragraphs (a) through (e), in every subcontract and subagreement and in every solicitation for a subcontract or sub-agreement, that receives Federal funds under this program.

POLITICAL ACTIVITY (HATCH ACT)

(applies to subrecipients as well as States)

The State will comply with provisions of the Hatch Act (5 U.S.C. 1501-1508), which limits the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

CERTIFICATION REGARDING FEDERAL LOBBYING

(applies to subrecipients as well as States)

Certification for Contracts, Grants, Loans, and Cooperative Agreements

The undersigned certifies, to the best of his or her knowledge and belief, that:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;

2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions;

3. The undersigned shall require that the language of this certification be included in the award documents for all sub-award at all tiers (including subcontracts, subgrants, and contracts under grant, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each such failure

RESTRICTION ON STATE LOBBYING

(applies to subrecipients as well as States)

None of the funds under this program will be used for any activity specifically designed to urge or influence a State or local legislator to favor or oppose the adoption of any specific legislative proposal pending before any State or local legislative body. Such activities include both direct and indirect (e.g., "grassroots") lobbying activities, with one exception. This does not preclude a State official whose salary is supported with NHTSA funds from engaging in direct communications with State or local legislative officials, in accordance with customary State practice, even if such communications urge legislative officials to favor or oppose the adoption of a specific pending legislative proposal.

CERTIFICATION REGARDING DEBARMENT AND SUSPENSION

(applies to subrecipients as well as States)

Instructions for Primary Tier Participant Certification (States)

1. By signing and submitting this proposal, the prospective primary tier participant is providing the certification set out below and agrees to comply with the requirements of 2 CFR parts 180 and 1200.
2. The inability of a person to provide the certification required below will not necessarily result in denial of participation in this covered transaction. The prospective primary tier participant shall submit an explanation of why it cannot provide the certification set out below. The certification or explanation will be considered in connection with the department or agency's determination whether to enter into this transaction. However, failure of the prospective primary tier participant to furnish a certification or an explanation shall disqualify such person from participation in this transaction.
3. The certification in this clause is a material representation of fact upon which reliance was placed when the department or agency determined to enter into this transaction. If it is later determined that the prospective primary tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause or default or may pursue suspension or debarment.
4. The prospective primary tier participant shall provide immediate written notice to the department or agency to which this proposal is submitted if at any time the prospective primary tier participant learns its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
5. *The terms covered transaction, civil judgment, debarment, suspension, ineligible, participant, person, principal, and voluntarily excluded*, as used in this clause, are defined in 2 CFR parts 180 and 1200. You may contact the department or agency to which this proposal is being submitted for assistance in obtaining a copy of those regulations.
6. The prospective primary tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency entering into this transaction.
7. The prospective primary tier participant further agrees by submitting this proposal that it will include the clause titled “Instructions for Lower Tier Participant Certification including the "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion—Lower Tier Covered Transaction, provided by the department or agency entering into this covered transaction, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions and will require lower tier participants to comply with 2 CFR parts 180 and 1200.
8. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant is responsible for ensuring that its principals are not suspended, debarred, or otherwise ineligible to participate in covered transactions. To verify the eligibility of its principals, as well as the eligibility of any prospective lower tier participants, each participant may, but is not required to, check the System for Award Management Exclusions website (https://www.sam.gov/).
9. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
10. Except for transactions authorized under paragraph 6 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal government, the department or agency may terminate the transaction for cause or default.

Certification Regarding Debarment, Suspension, and Other Responsibility Matters-Primary Tier Covered Transactions

(1) The prospective primary tier participant certifies to the best of its knowledge and belief, that it and its principals:

(a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participating in covered transactions by any Federal department or agency;

(b) Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

(c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or Local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and

(d) Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State, or local) terminated for cause or default.

(2) Where the prospective primary tier participant is unable to certify to any of the Statements in this certification, such prospective participant shall attach an explanation to this proposal.

<u>Instructions for Lower Tier Participant Certification</u>

1. By signing and submitting this proposal, the prospective lower tier participant is providing the certification set out below and agrees to comply with the requirements of 2 CFR parts 180 and 1200.

2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal government, the department or agency with which this transaction originated may pursue available remedies, including suspension or debarment.

3. The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances

4. The terms covered transaction, civil judgment, debarment, suspension, ineligible, participant, person, principal, and voluntarily excluded, as used in this clause, are defined in 2 CFR parts 180 and 1200. You may contact the person to whom this proposal is submitted for assistance in obtaining a copy of those regulations.

5. The prospective lower tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.

6. The prospective lower tier participant further agrees by submitting this proposal that it will include the clause titled “Instructions for Lower Tier Participant Certification including the "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion – Lower Tier Covered Transaction," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions and will require lower tier participants to comply with 2 CFR parts 180 and 1200.

7. The participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant is responsible for ensuring that its principals are not suspended, debarred, or otherwise ineligible to participate in covered transactions. To verify the eligibility of its principals, as well as the eligibility of any prospective lower tier participants, each participant may, but is not required to, check the System for Award Management Exclusions website (https://www.sam.gov/).

8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9,

subpart 9.4, suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal government, department the or agency with which this transaction originated may pursue available remedies, including suspension or debarment.

Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion -- Lower Tier Covered Transactions:

1. The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participating in covered transactions by any Federal department or agency.

2. Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

BUY AMERICA ACT

(applies to subrecipients as well as States)

The State and each subrecipient will comply with the Buy America requirement (23 U.S.C. 313) when purchasing items using Federal funds. Buy America requires a State, or subrecipient, to purchase with Federal funds only steel, iron and manufactured products produced in the United States, unless the Secretary of Transportation determines that such domestically produced items would be inconsistent with the public interest, that such materials are not reasonably available and of a satisfactory quality, or that inclusion of domestic materials will increase the cost of the overall project contract by more than 25 percent. In order to use Federal funds to purchase foreign produced items, the State must submit a waiver request that provides an adequate basis and justification for approval by the Secretary of Transportation.

PROHIBITION ON USING GRANT FUNDS TO CHECK FOR HELMET USAGE

(applies to subrecipients as well as States)

The State and each subrecipient will not use 23 U.S.C. Chapter 4 grant funds for programs to check helmet usage or to create checkpoints that specifically target motorcyclists.

Audit Requirements

Designated Signatories:	**Authorized Official**	**OR**	**Financial Officer**
	Rita Nigri		*Chitsamay Lam*

(NOTE: PLEASE DO NOT SIGN FOR BOTH STATEMENTS)

Attachment A

SINGLE AGENCY AUDITING REQUIREMENTS AND PROCEDURES EFFECTIVE OCTOBER 1, 2026

AUDIT REQUIREMENT STATEMENT:

The town/city/agency of *Norwalk Police Department*
declares that for the fiscal year ending September 30, 2026, the sum total of Federal funds awarded to local government agencies from all sources ***DOES exceed $1,000,000.00*** and that it will conduct an audit report as required under 2 CFR part 200 subpart F (REVISED) AUDITS OF STATES, LOCAL GOVERNMENTS, AND NON-PROFIT ORGANIZATIONS AND 49 CFR UNIFORM ADMINISTRATIVE REQUIREMENTS FOR GRANTS AND COOPERATIVE AGREEMENTS TO STATE AND LOCAL GOVERNMENTS PART 18.26.

*[X]** Check this box to sign & certify the above Audit **Requirement** statement

Rita Nigri	*Grant Administrator*	*06/02/2026*
Name	**Title**	**Date**

AUDIT EXEMPTION STATEMENT:

The town/city/agency of *Norwalk Police Department*
declares that for the fiscal year ending September 30, 2026, the sum total of Federal funds awarded to local government agencies from all sources ***DOES NOT exceed $1,000,000.00*** and that an independent audit is not required under 2 CFR part 200 subpart F (REVISED) AUDITS OF STATES, LOCAL GOVERNMENTS, AND NON-PROFIT ORGANIZATIONS AND 49 CFR UNIFORM ADMINISTRATIVE REQUIREMENTS FOR GRANTS AND COOPERATIVE AGREEMENTS TO STATE AND LOCAL GOVERNMENTS PART 18.26.

*[ ]** Check this box to sign & certify the above Audit **Exemption** statement

Name	**Title**	**Date**

The following sanctions policy will be in effect for sub grantees who do not submit Audit Reports or who do not correct findings in those reports:

a. Any sub grantee receiving $1,000,000.00 or more in Federal funds from all sources who fails to submit an audit report two or more sequential fiscal years will not be eligible for highway safety grants until all audit reporting requirements are met.

b. Any sub grantee who has not taken corrective action on an audit finding within six months of the submission of an audit report will have funds automatically deducted from any pending claims. If there are no pending claims with the HSO, the sub grantee will not be eligible for highway safety grants until a corrective action has been negotiated with the HSO.

Applicant Signatures

Project Director

Designated Signatory:

[X]	* Check this box to sign & certify this application	
David Orr	*Lieutenant*	*06/02/2026*
Name	**Title**	**Signature Date**

Financial Officer

Designated Signatory:

[X]	* Check this box to sign & certify this application	
Chitsamay Lam	*Comptroller*	*06/02/2026*
Name	**Title**	**Signature Date**

Authorizing Official

Designated Signatory:

[X]	* Check this box to sign & certify this application	
Rita Nigri	*Grant Administrator*	*06/02/2026*
Name	**Title**	**Signature Date**

HSO Application Signatures

Program Manager

[X] * Check this box to sign & certify this application

Name	Title	Date
Briany Bridges-Hightower	*Transportation Planner 1*	*06/02/2026*

Supervisor

[X] * Check this box to sign & certify this application

Name	Title	Date
Phyllis DiFiore	*Transportation Supervising Planner*	*06/03/2026*

Fiscal

[X] * Check this box to sign & certify this application

Name	Title	Date
Monique Madden	*Accounting Careers Trainee*	*06/04/2026*

Program Coordinator

[X] * Check this box to sign & certify this application

Name	Title	Date
Joseph Cristalli	*Transportation Assistant Planning Director*	*06/05/2026*

Governor's Representative

[X] * Check this box to sign & certify this application

Name	Title	Date
Garrett Eucalitto	*HSO Governor's Representative*	*06/05/2026*