

ALL COMMON 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, Zoom, and/or the City of Norwalk YouTube channel. Specific instructions and links can be found at norwalkct.gov/meetings

-  Members of the public can call in and listen to a meeting. They will not be able to speak or see any of the meeting participants. Each meeting will use a unique Meeting/Webinar ID. Please find the information using the link above.
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I. ROLL CALL

II. ACCEPTANCE OF MINUTES

Regular Meeting: May 9, 2023

III. PUBLIC PARTICIPATION

IV. MAYOR

A. RESIGNATIONS AND APPOINTMENTS

RESIGNATIONS:

APPOINTMENTS: Heather Breslin, Conservation Commission

REAPPOINTMENTS:

MAYOR'S REMARKS:

V. COUNCIL PRESIDENT

A. GENERAL COUNCIL BUSINESS:

RESIGNATION AND APPOINTMENTS

RESIGNATIONS:

APPOINTMENTS:

REAPPOINTMENTS:

B. CONSENT CALENDAR:

VI. REPORTS: DEPARTMENTS, BOARDS AND COMMISSIONS

A. CORPORATION COUNSEL

1. Authorization for discussion: Settlement: Jose Zelaya-Alvarado v. City of Norwalk – Claim No. A26562
EXECUTIVE SESSION
2. Discussion pertaining to a certain option agreement, with an effective date of August 17, 2017, by and between the City of Norwalk, Norwalk Public Library Board and 587 CT Ave, LLC for the option to purchase real property at 11 Belden Avenue, Norwalk, CT.
EXECUTIVE SESSION
3. Discussion of potential acquisition of real property at 3 Belden Avenue, owned by the Norwalk First Taxing District.
EXECUTIVE SESSION

VII. COMMON COUNCIL COMMITTEES

A. RECREATION, PARKS & CULTURAL AFFAIRS COMMITTEE

1. Authorize the Mayor, Harry W. Rilling, to enter into an agreement with Side by Side School Charter for the use of Veteran's Park and immediate surrounding grounds for their Field Day to be held on Friday, June 2, 2023, from 9:45AM to 2:30PM. Set-up time to begin at 9:00AM with tear-down by 2:45 PM. Rain date Friday, June 9, 2023. Approximately 100-200 people.
2. Authorize the Mayor, Harry W. Rilling, to enter into an agreement with Jack and Jill of America Stamford – Norwalk Chapter for the use of Springwood Park and immediate surrounding grounds for their Black Family Day Picnic event to be held on Sunday, June 4, 2023, from 12:00 PM to 4:00 PM. Set-up time to begin at 10:00 AM with tear-down by 4:30 PM. Approximately 150 people.
3. Authorize the Mayor, Harry W. Rilling, to enter into an agreement with Basket of Love for the use of Ryan Park and immediate surrounding grounds for their Family Fun Day event to be held on Saturday, June 10, 2023, from 1:00 PM to 5:00 PM. Set-up time to begin at 11:00 AM with tear-down by 5:00 PM. Rain date: Saturday, June 24, 2023. Approximately 150 + people.
4. Authorize the Mayor, Harry W. Rilling, to enter into an agreement with Club Connecticut for the use of Veterans Park and Oyster Shell Park and immediate surrounding grounds for their O'Neill's 5K event to be held on Sunday, June 11, 2023, from 11:00 AM to 12:00 PM. Set-up time to begin by 10:00 AM with tear down by 12:30 PM. Approximately 400 people.

5. Authorize the Mayor, Harry W. Rilling, to enter into an agreement with EJS Heart for the use of Norwalk High School and immediate surrounding grounds for their event to be held on Saturday, July 15, 2023, from 10:00 AM to 12:00 PM. Set-up time to begin by 8:00 AM with tear-down by 1:00PM. Approximately 100 people.
6. Authorize the Mayor, Harry W. Rilling, to enter into an agreement with Gordon Fine Arts, LLC for the use of South/North Main Street, Washington Street from Water Street to Madison Street, park at 50 Washington Street and immediate surrounding grounds for their Annual SoNo Art Festival event to be held on Saturday, August 5 and Sunday, August 6, 2023, from 10:00 AM to 5:00 PM each day. Set-up time to begin on Saturday, August 5, 2023, at 6:00 AM with tear-down on Sunday, August 6, 2023, by 7:30 PM. Approximately 1,000 people.
7. Authorize the Mayor, Harry W. Rilling, to enter into an agreement with Christopher A. Brown for the use of Ryan Park and immediate surrounding grounds for their Kids Fun Day event to be held on Saturday, September 2, 2023, from 11:00 AM to 6:00 PM. Set-up time to begin at 8:00 AM with tear-down by 9:00 PM. Approximately 100 people.
8. Technical correction, addition of accounts: Authorize the Mayor, Harry W. Rilling, to enter into a contract with Grindline Skate Parks, Inc. for the Calf Pasture Beach Skate Park Project # 4237, in an amount not to exceed \$1,411,896.92 from account #'s 134010-5796-ARP01, 021/0922/0923-6030-5777-C0365, and 0922/0923/0924-6030-777-C0588.
9. Pursuant to City Code Chapter 27, Article 1, Section 27-4, approve the concept to name the Oak Hills Park Tennis Center Patio after Art Goldblatt.
10. Authorize the purchasing agent to issue a purchase order to Total Fence LLC, in an amount not to exceed \$30,962, off the DAS contract 19PSX0136, for a backstop install at Pride Field, Brien McMahon High School.
Account No. 0923 5777 C077

B. FINANCE AND CLAIMS COMMITTEE

1. Claims Committee: May 2023
2. Narrative on Tax collections dated May 2023 – Receive Report and discuss.
3. Monthly Tax Reports dated April 2023-Receive Report and discuss.
4. Authorize the Mayor, Harry W. Rilling, to enter into a professional services contract addendum with Cavanaugh Macdonald Consulting, LLC.
5. Authorize the Mayor, Harry W. Rilling, to enter into a three -year contract with 3SG Plus LLC for Hyland Onbase EDMS (Electronic Document Management System) annual amount not to exceed \$30,000, for a total not to exceed \$90,000.
Account No. 011370 5742

6. RESOLUTION: Making appropriations for various public improvements aggregating \$48,440,692 for the fiscal year 2023-2024 Capital Budget and Authorizing the issuance of \$48,440,692 General Obligation Bonds of the City to meet certain appropriations in the fiscal year 2023-2024 Capital Budget.
7. RESOLUTION: Requesting for Office of Building Management project in the amount of \$5,374,000 from the ARPA (American Rescue Plan Act) fund. Account: 134030-5796-ABL01 Norwalk Community Recreation Center Renovation.
8. RESOLUTION: Requesting for various Department of Public works public improvements projects aggregating in the amount of \$1,400,000 from the ARPA (American Rescue Plan Act) fund. Accounts: 134010-5796-APW10 Pavement Management Program \$1,150,000 and 134010-5796-APW11 Municipal Solid Waste Disposal Service \$250,000.
9. RESOLUTION: Requesting for Parks and Recreations Department project in the amount of \$160,000 from the ARPA (American Rescue Plan Act) fund. Account: 134010-5796-ARP04.
10. RESOLUTION: Requesting for Norwalk Public School projects aggregating in the amount of \$2,500,000 from the ARPA (American Rescue Plan Act) fund. Account: 135050-5796-APS01 BOE ARPA Expenses.

C. ORDINANCE COMMITTEE

1. Approve proposed revisions to Chapter 17A: Arts and Cultural Commission

D. COMMUNITY SERVICES COMMITTEE

1. Authorize the Mayor, Harry W. Rilling, to execute a Group Purchasing Participation Agreement together with any and all other agreements, documents, instruments, or amendments required thereunder with Veira Medical Group for purposes of cost savings in medical supplies and equipment.
2. Authorize the Mayor, Harry W. Rilling, to execute any and all agreements, documents, instruments, or amendments as may be necessary with Health Information Alliance, Inc. ("Connie") to connect to and join Connecticut's statewide Health Information Exchange (HIE).
- 3a. Authorize the Mayor, Harry W. Rilling, execute any and all documents necessary to apply for and accept Immunization and Vaccines for Children COVID-19 supplemental grant funds from the State of Connecticut Department of Public Health in the amount of \$295,708 for the period September 1, 2023, through June 30, 2025.
- 3b. Authorize the Mayor, Harry W. Rilling, execute any and all agreements, documents, instruments, or amendments as may be necessary to implement the Immunization and Vaccines for Children COVID-19 supplemental grant funded activities from the State of Connecticut Department of Public Health in the amount of \$295,708 for the period September 1, 2023, through June 30, 2025.

- VIII. RESOLUTIONS FROM COMMON COUNCIL
- IX. MOTIONS POSTPONED TO A SPECIFIC DATE
- X. SUSPENSION OF RULES
- XI. ADJOURNMENT

APPOINTMENTS

CONSERVATION COMMISSION	M/C	Nwlk. Code 35-2
HEATHER BRESLIN (U)		Term Expires – 01/01/2027
1 Broadview Terrace		
Norwalk, CT 06851		

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Mayor Rilling called the meeting to order at 7:30 p.m. and led the Assembly in reciting the Pledge of Allegiance.

I. ROLL CALL

Ms. Woods Matthews called the Roll:

Council at Large:	Mr. Gregory Burnett	Mr. Edwin Camacho
	Mr. Joshua Goldstein	Ms. Nora Niedzielski Eichner
	Ms. Barbara Smyth	

District A: Ms. Nicol Ayers Mr. David Heuvelman

District B: Ms. Diana Revolus Ms. Darlene Young

District C: Mr. John Kydes Ms. Jenn McMurrer

District D:

District E: Mr. Thomas Livingston

At Roll Call there were twelve (12) Common Councilmembers present and three (3) absent (Ms. Alterman, Mr. Meek and Ms. Shanahan). A Quorum was present.

Also present were Mayor Harry Rilling; Corporation Counsel, Mario Coppola and Michelle Woods Matthews, Director of Communications

II. ACCEPTANCE OF MINUTES

Special Meeting: April 20, 2023

The following correction was made to the minutes:

Correct the spelling of the word motion.

**** MR. HEUVELMAN MOVED TO ACCEPT THE MINUTES AS CORRECTED
** MOTION PASSED UNANIMOUSLY**

Regular Meeting: April 25, 2023

The following correction was made to the minutes:

Correct the spelling of the word motion.

**** MS. SMYTH MOVED TO ACCEPT THE MINUTES AS CORRECTED
** MOTION PASSED UNANIMOUSLY**

III. PUBLIC PARTICIPATION

There were no members of the public who wished to comment this evening.

IV. MAYOR

A. RESIGNATIONS AND APPOINTMENTS

RESIGNATIONS:

Mayor Rilling announced the following resignations:

Jennifer Balliett, Conservation Commission

John Moeling, Conservation Commission

APPOINTMENTS:

There were no appointments announced this evening.

REAPPOINTMENTS:

There were no reappointments announced this evening.

MAYOR'S REMARKS:

Mayor Rilling announced that May is Mental Health Month; in support, the City held its 2nd annual norWALK. Mayor Rilling recognized May is also Asian/Pacific American Month and Haitian Heritage Month. He will join Ms. Revolus in raising the Haitian flag on May 18, 2023, at the Heritage Wall.

The City of Norwalk is hosting its first National Kids in the Park Day, which encourages kids and families to connect with local, state, and national parks. Norwalk Public Schools will be giving away free books the same day. Restaurant Week will be held in June, and Mayor Rilling encouraged local businesses to participate.

Mayor Rilling announced that Chief of Staff, Laoise King, has accepted a new opportunity as Deputy Commissioner at the Department of Transportation. Council members joined Mayor Rilling in congratulating Mrs. King and expressed their thanks to Ms. King for all she has done during her time as Chief of Staff.

V. COUNCIL PRESIDENT

A. GENERAL COUNCIL BUSINESS:

RESIGNATION AND APPOINTMENTS

City Of Norwalk
Common Council
Common Council Chambers and Via Teleconference
May 9, 2023
Page 3

RESIGNATIONS: There were no resignations announced this evening.

APPOINTMENTS: There were no appointments announced this evening.

REAPPOINTMENTS: There were no reappointments announced this evening.

B. CONSENT CALENDAR:

Mr. Burnett announced that Ms. Niedzielski Eichner would be reading this evening's Consent Calendar.

**** MS. NIEDZIELSKI EICHNER MOVED THE FOLLOWING CONSENT CALENDAR:**

VII. REPORTS: DEPARTMENTS, BOARDS AND COMMISSIONS

A. CORPORATION COUNSEL

VII. COMMON COUNCIL COMMITTEES

A. ECONOMIC AND COMMUNITY DEVELOPMENT COMMITTEE

2. AUTHORIZE THE MAYOR, HARRY W. RILLING TO EXECUTE ANY AND ALL DOCUMENTS ASSOCIATED WITH SUBMISSION OF THE PY49 ANNUAL ACTION PLAN TO HUD.

3. AUTHORIZE THE MAYOR, HARRY W. RILLING TO EXECUTE ANY AND ALL DOCUMENTS CONSISTENT WITH THE APPROVED PY49 ANNUAL ACTION PLAN.

B. LAND USE AND BUILDING MANAGEMENT COMMITTEE

1. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE A FIRST AMENDMENT TO THE MANAGEMENT AGREEMENT BETWEEN THE CITY OF NORWALK AND CONNECTICUT INSTITUTE FOR COMMUNITIES, INC. (CIFIC) TO PROVIDE EARLY CHILDHOOD PROGRAMS AT NATHANIEL ELY CENTER TO EXTEND THE TERM OF THE AGREEMENT FROM JULY 1, 2023 TO JUNE 30, 2028.

2. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE A FIRST AMENDMENT TO THE MANAGEMENT AGREEMENT BETWEEN THE CITY

OF NORWALK AND CONNECTICUT INSTITUTE FOR COMMUNITIES, INC. (CIFIC) TO PROVIDE EARLY CHILDHOOD PROGRAMS AT BENJAMIN FRANKLIN CENTER TO EXTEND THE TERM OF THE AGREEMENT FROM JULY 1, 2023 TO JUNE 30, 2028.

3. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AMENDMENT TO THE AGREEMENT WITH GILBANE BUILDING COMPANY FOR NORWALK HIGH SCHOOL IMPROVEMENT PROJECT TO PROVIDE:

**ADDITIONAL PRE-CONSTRUCTION SERVICES IN THE AMOUNT OF \$90,761
ENVELOPE REVIEW SERVICES IN THE AMOUNT OF \$38,000
INTERDISCIPLINARY DOCUMENT COORDINATION IN THE AMOUNT OF \$134,524
CONTRACTOR CONTROLLED INSURANCE PROGRAM SERVICES SAVINGS IN THE AMOUNT OF (\$300,000.00) TO BE TAKEN AT THE TIME OF GMP AMENDMENT INCORPORATION OF A PROJECT LABOR AGREEMENT (PLA) NO FEE REQUIRED
ACCOUNT NO. 09215010 5777 C0787**

**4. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AGREEMENT WITH VAN ZELM HEYWOOD & SHADFORD, INC. TO PROVIDE BUILDING COMMISSIONING SERVICES FOR THE SOUTH NORWALK SCHOOL PROJECT FOR A TOTAL NOT TO EXCEED \$102,905.
ACCOUNT NO. 09225010 5777 C0808**

**5. AUTHORIZE OFFICE OF BUILDING MANAGEMENT TO ISSUE CHANGE ORDERS ON CONTRACT FOR ADDITIONAL SERVICES AS MAY BE REQUIRED FOR A TOTAL NOT TO EXCEED \$10,000.
ACCOUNT NO. 09225010 5777 C0808**

C. PUBLIC WORKS COMMITTEE

1. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE A SECOND AMENDMENT TO THE MARCH 11, 2021 AGREEMENT BETWEEN THE CITY OF NORWALK AND AI ENGINEERS, INC. FOR PROJECT NO. DPW2021-1 ON-CALL ENGINEERING SERVICES. THE AMENDMENT IS TO EXTEND THE AGREEMENT FOR A PERIOD OF ONE (1) YEAR AT A SUM NOT TO EXCEED \$125,000.00 BILLABLE ON AN HOURLY BASIS WITH AN OPTION TO EXTEND FOR ONE (1) ADDITIONAL TERM FOR ONE (1) YEAR.

ACCOUNT NO. 01 40 30 5258

09 23 4021 5777 C0021
09 24 4021 5777 C0021
09 22 4021 5777 C0315
09 23 4021 5777 C0315
09 24 4021 5777 C0315
09 22 4021 5777 C0318
09 24 4021 5777 C0318
09 23 7100 5777 C0583
09 21 4021 5777 C0440
09 22 4021 5777 C0440
09 24 4021 5777 C0440
09 23 4021 5777 C0617
09 24 4021 5777 C0617
09 20 4027 5777 C0643
09 21 4021 5777 C0643
09 22 6030 5777 C0643
134010 5796 APW04
134010 5796 APW05
134010 5796 APW07

2. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE A SECOND AMENDMENT TO THE MARCH 11, 2021 AGREEMENT BETWEEN THE CITY OF NORWALK AND TIGHE & BOND, INC. FOR PROJECT NO. DPW2021-1 ON-CALL ENGINEERING SERVICES. THE AMENDMENT IS TO EXTEND THE AGREEMENT FOR A PERIOD OF ONE (1) YEAR AT A SUM NOT TO EXCEED \$125,000.00 BILLABLE ON AN HOURLY BASIS WITH AN OPTION TO EXTEND FOR ONE (1) ADDITIONAL TERM FOR ONE (1) YEAR.

ACCOUNT NO. 01 40 30 5258

09 23 4021 5777 C0021
09 24 4021 5777 C0021
09 22 4021 5777 C0315
09 3 4021 5777 C0315
09 24 4021 5777 C0315
09 22 4021 5777 C0318
09 24 4021 5777 C0318
09 23 7100 5777 C0583
09 21 4021 5777 C0440
09 22 4021 5777 C0440
09 24 4021 5777 C0440
09 23 4021 5777 C0617
09 24 4021 5777 C0617

09 20 4027 5777 C0643
09 21 4021 5777 C0643
09 22 6030 5777 C0643
134010 5796 APW04
134010 5796 APW05
134010 5796 APW07

3. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE A SECOND AMENDMENT TO THE MARCH 11, 2021 AGREEMENT BETWEEN THE CITY OF NORWALK AND WESTON & SAMPSON ENGINEERS, INC. FOR PROJECT NO. DPW2021-1 ON-CALL ENGINEERING SERVICES. THE AMENDMENT IS TO EXTEND THE AGREEMENT FOR A PERIOD OF ONE (1) YEAR AT A SUM NOT TO EXCEED \$125,000.00 BILLABLE ON AN HOURLY BASIS WITH AN OPTION TO EXTEND FOR ONE (1) ADDITIONAL TERM FOR ONE (1) YEAR.

ACCOUNT NO. 01 40 30 5258

09 23 4021 5777 C0021
09 24 4021 5777 C0021
09 22 4021 5777 C0315
09 23 4021 5777 C0315
09 24 4021 5777 C0315
09 22 4021 5777 C0318
09 24 4021 5777 C0318
09 23 7100 5777 C0583
09 21 4021 5777 C0440
09 22 4021 5777 C0440
09 24 4021 5777 C0440
09 23 4021 5777 C0617
09 24 4021 5777 C0617
09 20 4027 5777 C0643
09 21 4021 5777 C0643
09 22 6030 5777 C0643
134010 5796 APW04
134010 5796 APW05
134010 5796 APW07

4A. AUTHORIZE THE MAYOR, HARRY W. RILLING TO EXECUTE AN AGREEMENT BETWEEN THE CITY OF NORWALK AND CDM SMITH INC., FOR PROFESSIONAL ENGINEERING SERVICES FOR PROJECT DRG 2023-2 ENGINEERING SERVICES - MUNICIPAL SEPARATE STORM SEWER SYSTEM (MS4), FOR A SUM NOT TO EXCEED \$250,100.00.

ACCOUNT NO. 134010 5796 APW06
09 2 4062 5777 C0361
09 24 4062 5777 C0361

4B. AUTHORIZE THE CHIEF OF OPERATIONS AND PUBLIC WORKS TO EXECUTE ORDERS ON THE CONTRACT WITH CDM SMITH INC., FOR PROFESSIONAL ENGINEERING SERVICES FOR PROJECT DRG 2023-2 ENGINEERING SERVICES – MUNICIPAL SEPARATE STORM SEWER SYSTEM (MS4), FOR A SUM NOT TO EXCEED \$25,000.00.

ACCOUNT NO. 134010 5796 APW06
09 2 4062 5777 C0361
09 24 4062 5777 C0361

**** MOTION PASSED UNANIMOUSLY**

VII. COMMON COUNCIL COMMITTEES

A. ECONOMIC AND COMMUNITY DEVELOPMENT COMMITTEE

**** MR. KYDES MOVED TO AUTHORIZE THE MAYOR, HARRY W. RILLING TO EXECUTE A LAND DISPOSITION AND DEVELOPMENT AGREEMENT (THE “LDA”) TOGETHER WITH ANY AND ALL OTHER AGREEMENTS AND DOCUMENTS REQUIRED THEREUNDER WITH SONO TOD II, LLC (THE “DEVELOPER”) FOR PURPOSES OF CONVEYING A PORTION OF 30 MONROE STREET CONSISTING OF 46,094± SQ. FT. IDENTIFIED AS “CONCEPT PROPERTY LINES” AS AND WHEN SHOWN IN A CERTAIN MAP ENTITLED “ZONING LOCATION & TOPOGRAPHIC SURVEY, 17 CHESTNUT, PREPARED FOR SONO TOD II LLC, NORWALK, CONNECTICUT” DATED MARCH 14, 2023 AND PREPARED BY WILLIAM W. SEYMOUR & ASSOCIATES, P.C. (THE “CITY PARCEL”), SAID CITY PARCEL TO BE CONSOLIDATED WITH LAND OF THE DEVELOPER IDENTIFIED ON THE TAX ASSESSORS RECORDS AS M/BL 2/55/6, 2/25/57 AND 2/55/22 (THE “DEVELOPER PROPERTY” TOGETHER WITH THE CITY PROPERTY, COLLECTIVELY, THE “PROJECT SITE”) FOR PURPOSE OF CONSTRUCTING WITHIN THE PROJECT SITE A MIXED-USE DEVELOPMENT CONTAINING: COMMERCIAL SPACE; RESIDENTIAL UNITS; STRUCTURED PARKING FACILITY, 60 OF WHICH TO BE DEDICATED FOR USE BY COMMUTERS OF THE SOUTH NORWALK TRAIN STATION; RECREATIONAL AREA; AND RELATED IMPROVEMENTS (THE “PROJECT”), PURSUANT TO THE LDA TERM SHEET.**

Mr. Bidoli, Executive Director Norwalk Redevelopment Agency shared his screen and reviewed the project. This will make way for a 200-unit development near the train station and 60 parking spaces will be sold to the developer and replaced with a parking garage. The parcel will be acquired at fair market value and an escrow account will be established. Mr. Bidoli added that they are working with a thoroughly vetted Norwalk business.

Corporation Counsel, Darin Callahan reviewed the finances for the project. Mr. Livingston commended Mr. Bidoli and Mr. Callahan for mitigating the risk and protecting the City. He said this can be a template for future deals.

Mr. Kydes expressed his thanks and said that it is great that the Norwalk taxpayers will not pay for all the infrastructure.

**** MOTION PASSED UNANIMOUSLY**

VIII. RESOLUTIONS FROM COMMON COUNCIL

There were none this evening.

IX. MOTIONS POSTPONED TO A SPECIFIC DATE

There were none this evening.

X. SUSPENSION OF RULES

There were none this evening.

XI. ADJOURNMENT

**** MS. REVOLUS MOVED TO ADJOURN**

**** MOTION PASSED UNANIMOUSLY**

There was no further business, and the meeting was unanimously adjourned at 8:05 p.m.

ATTEST: _____
Michelle Woods Matthews, Director of Communication

Heather Breslin

heatherbreslin@gmail.com

203.216.9484

1 Broadview Terrace, Norwalk, CT 06851

Ambitious and accomplished marketing professional with extensive knowledge of professional services marketing. Entrepreneurial and creative leader able to work successfully across business units to provide strategy and direction for all marketing channels and functions.

STEVEN WINTER ASSOCIATES, INC.

Director, Marketing | July 2012 - Present

- Executed a successful corporate branding initiative, including the creation of logos, branding guides, templates, and a corporate brochure for print and electronic distribution
- Implemented and managed over 80 lead-generating events in the past year, resulting in 1,500 new contacts
- Increased website traffic by 40% and search traffic by 50% in 10 months through a strategic redesign
- Spearheaded the assessment and redevelopment the corporate CRM and project management platforms; subsequently led the architecture and implementation process
- Conducted extensive company-wide trainings to increase use adoption and effectiveness of new CRM
- Created and executed email campaigns and bi-weekly newsletters to 40k segmented contacts
- Strategically launched a podcast, technical blog, as well as social media initiatives across several sites including LinkedIn, Facebook, and Twitter
- Instituted and managed a PR program, resulting in valuable media publications
- Significantly increased hit and conversion rates of Google Adwords campaigns by revamping existing programs

EXPERTISE

Strategic Planning • Website, Blog & Social Media Management • CRM Implementation • Creative Development • Public Relations • Event Planning • Sales Promotions • Advertising •

YEARS OF EXPERIENCE

13

EDUCATION

BA Urban Planning
State University of New York at Albany

CHATEAUX SOFTWARE

Marketing Director | March 2009 – July 2012

- Redesigned corporate website to accurately reflect service offerings, create brand consistency, and execute search engine optimization strategies – tripling website traffic in one year
- Increased prospect database by 200% over 2 years
- Managed all communications, including the implementation of a bi-weekly newsletter and quarterly email drip-campaigns to over 20K recipients
- Coordinated co-branded events and campaigns with key software vendors, such as SAP.
- Manages 4-7 live and 7-10 virtual, lead generating events resulting in 150+ new qualified leads annually
- Created and distributed monthly press releases, bolstering site traffic and increasing visibility
- Coordinated with clients and internal technical staff to create and release case studies and client testimonials
- Championed the implementation of an internal document repository to ensure brand and messaging consistency.

PRIMEGENESIS AND THE CEO CONNECTION

Marketing Coordinator / Director of Member Services | February 2007 to April 2009

Responsible for executing marketing initiatives for PrimeGenesis, a management consulting firm specializing in the onboarding of executives in transition, and The CEO Connection, a membership-based network of CEOs

- Created and implemented successful industry specific lead acquisition email marketing campaigns, generating over 50 leads in October 2008
- Managed blog strategy for SEO initiative, providing authors with topics and information to connect with audience on an informal level and establish PrimeGenesis as a thought-leader in the industry
- Responsible for initial population segmentation targeting C-level executives and HR specialists
- Drafted press releases advertising new products and talent acquisition
- Assisted in whitepaper creation to establish PG clients as industry leaders and engage client prospects
- Assembled client database in Salesforce, mapping lead generation paths and contact points, restructuring populations, reorganizing contacts into new segments, and managing follow-up
- Planned, negotiated, and prepared all events for CEO connection
- Led launch of weekly workshop, targeting software executives transitioning into new careers/jobs/roles
- Responsible for website administration and database management

HITACHI METALS AMERICA

Product Coordinator | October 2004 to February 2007

- Coordinated all aspects of international logistical supply chain, including vendor management, document verification, and client relationship management

TECHNOLOGY

Microsoft Office Suite • CRM (Dynamics, Salesforce) • marketing automation • CMS including WordPress • HTML • ERP • Adobe Photoshop, InDesign and Dreamweaver • social media platforms

COMMUNITY SERVICE

- **Person-to-Person (Social Services) | Board Member and MarCom Committee Member**
November 2012 to November 2014
- **Norwalk CCA (Food Pantry) | Vice Chairman of the Board and Marketing Director**
March 2008 to November 2012

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

VII.A

PLEASE PRINT

ORGANIZATION (IF APPLICABLE) SIDE BY SIDE SCHOOL CHARTER PERSONAL/FAMILY _____
COMPANY/BUSINESS _____
NON-PROFIT (501C3) Yes ☒ No ☐

NAME OF BENEFICIARY (IF APPLICABLE) _____ Annual Event: Yes ☒ No ☐ # of years 2-7

NAME OF CORPORATE OFFICER AUTHORIZED TO EXECUTE THE LICENSE AGREEMENT: MATTHEW NITELY TITLE EXEC. DIR

YOUR NAME CARL BRODIAK TITLE P.E. TEACHER

ADDRESS 10 CHESTNUT ST E-MAIL ADDRESS: cbrodiax@sbscharter.org

CITY: So. No. STATE CT ZIP CODE 06854

HOME PHONE _____ BUSINESS PHONE 203-857-0306 CELL 203-461-2607

FACILITY REQUESTED: VET'S PARK FACILITY & EVENT INFORMATION # OF PARTICIPANTS 100-200

EVENT: FIELD DAY DATE REQUESTED: 6/2/23

SET UP TIME: 9 START TIME: 9:45 END TIME: 2:45 BREAKDOWN TIME: 2:30

RAIN DATE: 6/9/23
(RAIN DATE FOR BEACH RENTALS ONLY)

ARE YOU REQUESTING THE USE OF ALCOHOLIC BEVERAGES AND/OR BEER KEGS? YES ☐ NO ☒

(PLEASE NOTE: NO GLASS OR BOTTLES ALLOWED AT CITY PARK PROPERTY, INCLUDING CRANBURY PARK)

SERVING FOOD: YES ☐ NO ☒ ARE YOU USING A FOOD TRUCK? (NOT ALLOWED AT BEACH) YES ☐ NO ☒ NAME: _____

ARE YOU REQUESTING A TENT? YES ☐ NO ☒ *ANY TENT (STRUCTURE) 10 x 10 FEET OR LARGER INCLUDING, BUT NOT LIMITED TO, ELECTRICAL LIGHTING EQUIPMENT, OVENS, GRILLS, ETC. REQUIRES A SEPARATE PERMIT FROM THE CODE ENFORCEMENT DEPARTMENT. ADDITIONAL EQUIPMENT, I.E. INFLATABLES MUST RECEIVE APPROVAL FROM DIRECTOR OF RECREATION & PARKS. IF APPROVED SEPARATE INSURANCE MUST BE PURCHASED AND PRESENTED. BOUNCE HOUSES AND DRONES ARE NOT ALLOWED ON ANY CITY PROPERTY, INCLUDING SCHOOL GROUNDS AND PARKS. VIOLATION OF THIS RULE MAY JEOPARDIZE FUTURE EVENTS IN THE CITY

ARE YOU REQUESTING TO USE DISPLAY ADVERTISING AT YOUR EVENT? YES ☐ NO ☒

ARE YOU REQUESTING TO SOLICIT CONTRIBUTIONS AT YOUR EVENT? YES ☐ NO ☒

ARE YOU REQUESTING TO SELL FOOD, BEVERAGES, GOODS OR WARES? YES ☐ NO ☒

WILL YOU BE USING TEMPORARY ELECTRICAL RESOURCES? YES ☐ NO ☒

BEACH PERMITS ONLY:

WILL THE GROUP BE GOING INTO THE WATER IN ANY WAY, WADING, WALKING OR SWIMMING at the Beach? YES ☐ NO ☒

WILL THE GROUP HAVE ANY ACTIVITIES NEAR OR AROUND THE WATER (including Splash Pad) at the Beach YES ☐ NO ☒

IT IS THE GROUP SUPERVISOR'S RESPONSIBILITY TO CONTACT THE LIFEGUARD SUPERVISOR ON DUTY SO THAT ALL RULES AND REGULATIONS ARE CLEAR AND ADHERED TO

IS A WATER SAFETY INSTRUCTOR OR A CERTIFIED LIFEGUARD ACCOMPANYING YOUR GROUP? YES ☐ NO ☒

If yes, name of person(s) _____ Each group should have accessible a list with all the children's names that are attending the outings for accountability in case of emergency

ANY QUESTIONS ANSWERED YES, PLEASE EXPLAIN ON SEPARATE SHEET & ATTACH TO APPLICATION

APPLICANT'S SIGNATURE: [Signature] DATE: 4/6/23

OFFICE USE ONLY

RECREATION & PARK COMMITTEE APPROVAL: DATE TO COMMITTEE _____ YES _____ NO _____ N/A _____
COMMON COUNCIL APPROVAL: DATE TO COMMITTEE _____ YES _____ NO _____ N/A _____

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

(2)

PLEASE PRINT

ORGANIZATION (IF APPLICABLE) Tack and Jill of America Stamford Chapter PERSONAL/FAMILY COMPANY/BUSINESS ☒ NON-PROFIT (501C3) Yes ☐ No ☐

NAME OF BENEFICIARY (IF APPLICABLE)

Annual Event: Yes ☐ No ☒ # of years

NAME OF CORPORATE OFFICER AUTHORIZED TO EXECUTE THE LICENSE AGREEMENT

Adyson Smith

TITLE Programming Director

YOUR NAME God's River

TITLE Activities Director

ADDRESS 1127 High Ridge Rd Ste 311

E-MAIL ADDRESS

CITY Stamford

STATE CT

ZIP CODE 06905

HOME PHONE

BUSINESS PHONE

CELL 917-504-5206

FACILITY REQUESTED Springwood Park FACILITY & EVENT INFORMATION

OF PARTICIPANTS 150

EVENT Black Family Day Picnic

DATE REQUESTED Sun. June 4th, 2023

SET UP TIME 10am START TIME 12pm END TIME 4pm BREAKDOWN TIME 4:30pm

RAIN DATE

(RAIN DATE FOR BEACH RENTALS ONLY)

ARE YOU REQUESTING THE USE OF ALCOHOLIC BEVERAGES AND/OR BEER KEGS? YES ☐ NO ☒

(PLEASE NOTE: NO GLASS OR BOTTLES ALLOWED AT CITY PARK PROPERTY, INCLUDING CRANBURY PARK)

SERVING FOOD: YES ☒ NO ☐ ARE YOU USING A FOOD TRUCK? (NOT ALLOWED AT BEACH) YES ☐ NO ☒ NAME TBD

ARE YOU REQUESTING A TENT? YES ☐ NO ☒ *ANY TENT (STRUCTURE) 10 x 10 FEET OR LARGER INCLUDING, BUT NOT LIMITED TO, ELECTRICAL LIGHTING EQUIPMENT, OVENS, GRILLS, ETC, REQUIRES A SEPARATE PERMIT FROM THE CODE ENFORCEMENT DEPARTMENT. ADDITIONAL EQUIPMENT, i.e. INFLATABLES MUST RECEIVE APPROVAL FROM DIRECTOR OF RECREATION & PARKS. IF APPROVED SEPARATE INSURANCE MUST BE PURCHASED AND PRESENTED. BOUNCE HOUSES AND DRONES ARE NOT ALLOWED ON ANY CITY PROPERTY, INCLUDING SCHOOL GROUNDS AND PARKS. VIOLATION OF THIS RULE MAY JEOPARDIZE FUTURE EVENTS IN THE CITY.

ARE YOU REQUESTING TO USE DISPLAY ADVERTISING AT YOUR EVENT?

YES ☒ NO ☐

ARE YOU REQUESTING TO SOLICIT CONTRIBUTIONS AT YOUR EVENT?

YES ☐ NO ☒

ARE YOU REQUESTING TO SELL FOOD, BEVERAGES, GOODS OR WARES?

YES ☐ NO ☒

WILL YOU BE USING TEMPORARY ELECTRICAL RESOURCES?

YES ☒ NO ☐

BEACH PERMITS ONLY

WILL THE GROUP BE GOING INTO THE WATER IN ANY WAY, WADING, WALKING OR SWIMMING at the Beach? YES ☐ NO ☒

WILL THE GROUP HAVE ANY ACTIVITIES NEAR OR AROUND THE WATER (including Splash Pad) at the Beach? YES ☐ NO ☒

IT IS THE GROUP SUPERVISOR'S RESPONSIBILITY TO CONTACT THE LIFEGUARD SUPERVISOR ON DUTY SO THAT ALL RULES AND REGULATIONS ARE CLEAR AND ADHERED TO.

IS A WATER SAFETY INSTRUCTOR OR A CERTIFIED LIFEGUARD ACCOMPANYING YOUR GROUP? YES ☐ NO ☒

If yes, name of person(s)

Each group should have accessible a jar with all the children's names that are attending the outings for accountability in case of emergency

ANY QUESTIONS ANSWERED YES, PLEASE EXPLAIN ON SEPARATE SHEET & ATTACH TO APPLICATION

APPLICANT'S SIGNATURE J. Rivern

DATE 4/5/2023

OFFICE USE ONLY

RECREATION & PARK COMMITTEE APPROVAL: DATE TO COMMITTEE YES ☐ NO ☐ N/A ☐
COMMON COUNCIL APPROVAL: DATE TO COMMITTEE YES ☐ NO ☐ N/A ☐

City of Norwalk Recreation & Parks Department

Facility Rental Event Application Form

④

PLEASE PRINT		PERSONAL/FAMILY
ORGANIZATION NAME: <u>Club Connecticut</u>		COMPANY/BUSINESS
		NON-PROFIT (501C3) Yes ☒ No ☐

NAME OF BENEFICIARY: _____ Is this an Annual Event: Yes ☐ No ☐ #of years _____

NAME OF CORPORATE OFFICER AUTHORIZED TO EXECUTE THE LICENSE AGREEMENT: _____ TITLE: _____

YOUR NAME: Jim Gerweck TITLE: _____

ADDRESS: 156 Fallow St. E-MAIL ADDRESS: jimrg156@gmail.com

CITY: Norwalk STATE: _____ ZIP CODE: _____

HOME PHONE: _____ BUSINESS PHONE: _____ CELL: 203-858-5449

FACILITY REQUESTED: <u>Vets Park & Oyster Shell Park</u>	FACILITY & EVENT INFORMATION	# OF PARTICIPANTS <u>400</u>
EVENT: <u>O'Neill's 5K</u>	DATE REQUESTED: <u>11 June 2023</u>	

SET UP TIME: 10 AM STARTING TIME: 11 AM BREAKDOWN TIME: 12 PM END TIME: _____ RAIN DATE: _____
(RAIN DATE FOR BEACH RENTALS ONLY)

ARE YOU REQUESTING THE USE OF ALCOHOLIC BEVERAGES AND/OR BEER KEGS? YES ☐ NO ☐

(PLEASE NOTE: NO GLASS OR BOTTLES ALLOWED AT CITY PARK PROPERTY, INCLUDING CRANBURY PARK)

SERVING FOOD: YES ☐ NO ☒ ARE YOU USING A FOOD TRUCK? YES ☐ NO ☐ NAME: _____

ARE YOU REQUESTING A TENT? YES ☐ NO ☒ *ANY TENT (STRUCTURE) 10 x 10 FEET OR LARGER INCLUDING, BUT NOT LIMITED TO: ELECTRICAL LIGHTING EQUIPMENT, OVENS, GRILLS, ETC, REQUIRES A SEPARATE PERMIT FROM THE CODE ENFORCEMENT DEPARTMENT. ADDITIONAL EQUIPMENT, i.e. INFLATABLES MUST RECEIVE APPROVAL FROM DIRECTOR OF RECREATION & PARKS. IF APPROVED SEPARATE INSURANCE MUST BE PURCHASED AND PRESENTED. BOUNCE HOUSES AND DRONES ARE NOT ALLOWED ON ANY CITY PROPERTY, INCLUDING SCHOOL GROUNDS AND PARKS. VIOLATION OF THIS RULE MAY JEOPARDIZE FUTURE EVENTS IN THE CITY

ARE YOU REQUESTING TO USE DISPLAY ADVERTISING AT YOUR EVENT?	YES ☐ NO ☒
ARE YOU REQUESTING TO SOLICIT CONTRIBUTIONS AT YOUR EVENT?	YES ☐ NO ☒
ARE YOU REQUESTING TO SELL FOOD, BEVERAGES, GOODS OR WARES?	YES ☐ NO ☒
WILL YOU BE USING TEMPORARY ELECTRICAL RESOURCES?	YES ☐ NO ☒

BEACH PERMITS ONLY:

WILL THE GROUP BE GOING INTO THE WATER IN ANY WAY, WADING, WALKING OR SWIMMING at the Beach? YES ☐ NO ☐

WILL THE GROUP HAVE ANY ACTIVITIES NEAR OR AROUND THE WATER (including Splash Pad) at the Beach YES ☐ NO ☐

IT IS THE GROUP SUPERVISOR'S RESPONSIBILITY TO CONTACT THE LIFEGUARD SUPERVISOR ON DUTY SO THAT ALL RULES AND REGULATIONS ARE CLEAR AND ADHERED TO

IS A WATER SAFETY INSTRUCTOR OR A CERTIFIED LIFEGUARD ACCOMPANYING YOUR GROUP? YES ☐ NO ☐

If yes, name of person(s) _____ Each group should have accessible a list with all the children's names that are attending the outings for accountability in case of emergency

ANY QUESTIONS ANSWERED YES, PLEASE EXPLAIN ON SEPARATE SHEET & ATTACH TO APPLICATION

APPLICANT'S SIGNATURE: _____ DATE: 23 March 2023

OFFICE USE ONLY

RECREATION & PARK COMMITTEE APPROVAL: _____	DATE TO COMMITTEE: _____	YES ☐ NO ☐ N/A ☐
COMMON COUNCIL APPROVAL: _____	DATE TO COMMITTEE: _____	YES ☐ NO ☐ N/A ☐

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

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PLEASE PRINT

ORGANIZATION (IF APPLICABLE) EJS HEART PERSONAL/FAMILY _____
COMPANY/BUSINESS _____
NON-PROFIT (501C3) Yes ☒ No _____

NAME OF BENEFICIARY (IF APPLICABLE) Fritzsareth Gilmore Annual Event: Yes ☒ No _____ # of years _____

NAME OF CORPORATE OFFICER AUTHORIZED TO EXECUTE THE LICENSE AGREEMENT: Tremain Gilmore TITLE Co-Exec Director

YOUR NAME: Fritza Gilmore TITLE Co-Exec Director

ADDRESS: 6 N Star Drive E-MAIL ADDRESS: ejsheartinc@gmail.com

CITY: Seymour STATE: CT ZIP CODE: 06483

HOME PHONE: _____ BUSINESS PHONE: _____ CELL: 203-952-5525

FACILITY REQUESTED: Norwalk High School FACILITY & EVENT INFORMATION # OF PARTICIPANTS 100

EVENT: Walk for Elijah DATE REQUESTED: July 15, 2023

SET UP TIME: 8am START TIME: 10am END TIME: 2pm BREAKDOWN TIME: 1pm RAIN DATE: _____
(RAIN DATE FOR BEACH RENTALS ONLY)

ARE YOU REQUESTING THE USE OF ALCOHOLIC BEVERAGES AND/OR BEER KEGS? YES ☐ NO ☒

(PLEASE NOTE: NO GLASS OR BOTTLES ALLOWED AT CITY PARK PROPERTY, INCLUDING CRANBURY PARK)

SERVING FOOD: YES ☐ NO ☒ ARE YOU USING A FOOD TRUCK? (NOT ALLOWED AT BEACH) YES ☐ NO ☒ NAME: _____

ARE YOU REQUESTING A TENT? YES ☐ NO ☒ *ANY TENT (STRUCTURE) 10x10 FEET OR LARGER INCLUDING, BUT NOT LIMITED TO, ELECTRICAL LIGHTING EQUIPMENT, OVENS, GRILLS, ETC, REQUIRES A SEPARATE PERMIT FROM THE CODE ENFORCEMENT DEPARTMENT. ADDITIONAL EQUIPMENT, i.e. INFLATABLES MUST RECEIVE APPROVAL FROM DIRECTOR OF RECREATION & PARKS. IF APPROVED SEPARATE INSURANCE MUST BE PURCHASED AND PRESENTED. BOUNCE HOUSES AND DRONES ARE NOT ALLOWED ON ANY CITY PROPERTY, INCLUDING SCHOOL GROUNDS AND PARKS. VIOLATION OF THIS RULE MAY JEOPARDIZE FUTURE EVENTS IN THE CITY

ARE YOU REQUESTING TO USE DISPLAY ADVERTISING AT YOUR EVENT?

YES ☐ NO ☐

ARE YOU REQUESTING TO SOLICIT CONTRIBUTIONS AT YOUR EVENT?

YES ☐ NO ☐

ARE YOU REQUESTING TO SELL FOOD, BEVERAGES, GOODS OR WARES?

YES ☐ NO ☒

WILL YOU BE USING TEMPORARY ELECTRICAL RESOURCES?

YES ☒ NO ☐

BEACH PERMITS ONLY:

WILL THE GROUP BE GOING INTO THE WATER IN ANY WAY, WADING, WALKING OR SWIMMING at the Beach? YES ☐ NO ☐

WILL THE GROUP HAVE ANY ACTIVITIES NEAR OR AROUND THE WATER (including Splash Pad) at the Beach YES ☐ NO ☐

IT IS THE GROUP SUPERVISOR'S RESPONSIBILITY TO CONTACT THE LIFEGUARD SUPERVISOR ON DUTY SO THAT ALL RULES AND REGULATIONS ARE CLEAR AND ADHERED TO

IS A WATER SAFETY INSTRUCTOR OR A CERTIFIED LIFEGUARD ACCOMPANYING YOUR GROUP? YES ☐ NO ☐

If yes, name of person(s) _____ Each group should have accessible a list with all the children's names that are attending the outings for accountability in case of emergency

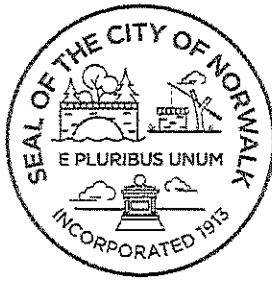
ANY QUESTIONS ANSWERED YES, PLEASE EXPLAIN ON SEPARATE SHEET & ATTACH TO APPLICATION

APPLICANT'S SIGNATURE: T Gilmore

DATE: 3/29/23

OFFICE USE ONLY

RECREATION & PARK COMMITTEE APPROVAL: DATE TO COMMITTEE: _____ YES _____ NO _____ N/A _____
COMMON COUNCIL APPROVAL: DATE TO COMMITTEE: _____ YES _____ NO _____ N/A _____



Contract Staff Summary

Department/Staff Contact	Rec and Parks/Robert Stowers
Common Council Committee	Recreation and Parks
Date Approved by Committee	
Purpose/Scope	Contract for the SoNo Arts Festival
Vendor (Indicate if new or existing vendor)	Gordon Fine Arts, LLC
Term of Contract	2 days
Method of Procurement (Indicate if sole source)	NA
Cost of Contract	NA
Funding Source/Account Number	NA
Additional Information/Other Details	Yearly Arts Festival, past contract on file

City of Norwalk Recreation & Parks Department

Facility Rental Event Application Form

PLEASE PRINT

PERSONAL/FAMILY

COMPANY/BUSINESS ☒

ORGANIZATION NAME: Gordon Fine Arts, LLC

NON-PROFIT (501C3) Yes No

NAME OF BENEFICIARY: Is this an Annual Event: Yes ☒ No ☐ # of years 5

NAME OF CORPORATE OFFICER AUTHORIZED

TO EXECUTE THE LICENSE AGREEMENT: Susan Brown Gordon

TITLE: Owner

YOUR NAME: Sue Brown Gordon

TITLE: Festival Director

ADDRESS: 26 Yew Street

E-MAIL ADDRESS: Suebg.art@gmail.com

Text

CITY: Norwalk

STATE: CT

ZIP CODE: 06850

HOME PHONE: 518-852-6478

BUSINESS PHONE: 518-852-6478

CELL: 518-852-6478

FACILITY REQUESTED: South/ North Main Street,
Washington Street from Water
Street to Madison Street, park at
50 Washington Street

OF PARTICIPANTS 1000

EVENT: Annual SoNo Art Festival

DATE REQUESTED: August 5 - 6, 2023

6am August 5, 2023

Sunday 5:00 - 7:30pm

5:00 pm

SET UP TIME: STARTING TIME: 10:00 am BREAKDOWN TIME: ENDTIME:

RAIN DATE: NONE

(RAIN DATE FOR BEACH RENTALS ONLY)

ARE YOU REQUESTING THE USE OF ALCOHOLIC BEVERAGES AND/OR BEER KEGS? YES ☐ NO ☒

(PLEASE NOTE: NO GLASS OR BOTTLES ALLOWED AT CITY PARK PROPERTY INCLUDING CRANBURY PARK)

SERVING FOOD: YES ☐ NO ☒

ARE YOU USING A FOOD TRUCK? YES ☐ NO ☒

NAME:

ARE YOU REQUESTING A TENT? YES ☐ NO ☒ *ANY TENT (STRUCTURE) 10 x 10 FEET OR LARGER INCLUDING, BUT NOT LIMITED TO; ELECTRICAL LIGHTING EQUIPMENT, OVENS, GRILLS, ETC, REQUIRES A SEPARATE PERMIT FROM THE CODE ENFORCEMENT DEPARTMENT. ADDITIONAL EQUIPMENT, i.e. INFLATABLES MUST RECEIVE APPROVAL FROM DIRECTOR OF RECREATION & PARKS. IF APPROVED SEPARATE INSURANCE MUST BE PURCHASED AND PRESENTED. BOUNCE HOUSES AND DRONES ARE NOT ALLOWED ON ANY CITY PROPERTY, INCLUDING SCHOOL GROUNDS AND PARKS. VIOLATION OF THIS RULE MAY JEOPARDIZE FUTURE EVENTS IN THE CITY

ARE YOU REQUESTING TO USE DISPLAY ADVERTISING AT YOUR EVENT?

YES ☐ NO ☒

ARE YOU REQUESTING TO SOLICIT CONTRIBUTIONS AT YOUR EVENT?

YES ☐ NO ☒

ARE YOU REQUESTING TO SELL FOOD, BEVERAGES, GOODS OR WARES?

YES ☐ NO ☒

Text

WILL YOU BE USING TEMPORARY ELECTRICAL RESOURCES?

YES ☐ NO ☒

BEACH PERMITS ONLY:

WILL THE GROUP BE GOING INTO THE WATER IN ANY WAY, WADING, WALKING OR SWIMMING at the Beach? YES ☐ NO ☐

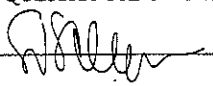
WILL THE GROUP HAVE ANY ACTIVITIES NEAR OR AROUND THE WATER (including Splash Pad) at the Beach YES ☐ NO ☐

IT IS THE GROUP SUPERVISOR'S RESPONSIBILITY TO CONTACT THE LIFEGUARD SUPERVISOR ON DUTY SO THAT ALL RULES AND REGULATIONS ARE CLEAR AND ADHERED TO

IS A WATER SAFETY INSTRUCTOR OR A CERTIFIED LIFEGUARD ACCOMPANYING YOUR GROUP? YES ☐ NO ☐

If yes, name of person(s) Each group should have accessible a list with all the children's names that are attending the outings for accountability in case of emergency

ANY QUESTIONS ANSWERED YES, PLEASE EXPLAIN ON SEPARATE SHEET & ATTACH TO APPLICATION

APPLICANT'S SIGNATURE: 

DATE: April 24, 2023

OFFICE USE ONLY

RECREATION & PARK COMMITTEE APPROVAL: DATE TO COMMITTEE: YES NO N/A
COMMON COUNCIL APPROVAL: DATE TO COMMITTEE: YES NO N/A

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

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PLEASE PRINT

PERSONAL/FAMILY

COMPANY/BUSINESS

ORGANIZATION NAME:

NON-PROFIT (501C3) Yes No

NAME OF BENEFICIARY:

Is this an Annual Event: Yes No # of years

NAME OF CORPORATE OFFICER AUTHORIZED

TO EXECUTE THE LICENSE AGREEMENT:

TITLE:

YOUR NAME: Christopher A. Brown TITLE:

ADDRESS: 85 1/2 Soundview Ave

E-MAIL ADDRESS: mthproduction, LLC@gmail.com

CITY: Norwalk

STATE: CT

ZIP CODE: 06854

HOME PHONE:

BUSINESS PHONE:

CELL: 203-803-9348

FACILITY REQUESTED:

RYAN PARK

FACILITY & EVENT INFORMATION

OF PARTICIPANTS

100

EVENT:

Kids Fun Day

DATE REQUESTED:

Sept. 2nd, 2025

SET UP TIME: 8am

STARTING TIME: 11:00am

WAKDOWN TIME:

by 9pm

ENDTIME: 6pm

RAIN DATE:

(RAIN DATE FOR BEACH RENTALS ONLY)

ARE YOU REQUESTING THE USE OF ALCOHOLIC BEVERAGES AND/OR BEER KEGS? YES NO

☐☒

(PLEASE NOTE: NO GLASS OR BOTTLES ALLOWED AT CITY PARK PROPERTY, INCLUDING CRANBURY PARK)

SERVING FOOD: YES NO

☒☐

ARE YOU USING A FOOD TRUCK? YES NO

☐☐

NAME:

ARE YOU REQUESTING A TENT? YES NO

☐

NO

*ANY TENT (STRUCTURE) 10 x 10 FEET OR LARGER INCLUDING, BUT NOT LIMITED TO; ELECTRICAL LIGHTING EQUIPMENT, OVENS, GRILLS, ETC. REQUIRES A SEPARATE PERMIT FROM THE CODE ENFORCEMENT DEPARTMENT. ADDITIONAL EQUIPMENT, i.e. INFLATABLES MUST RECEIVE APPROVAL FROM DIRECTOR OF RECREATION & PARKS. IF APPROVED SEPARATE INSURANCE MUST BE PURCHASED AND PRESENTED. BOUNCE HOUSES AND DRONES ARE NOT ALLOWED ON ANY CITY PROPERTY, INCLUDING SCHOOL GROUNDS AND PARKS. VIOLATION OF THIS RULE MAY JEOPARDIZE FUTURE EVENTS IN THE CITY

ARE YOU REQUESTING TO USE DISPLAY ADVERTISING AT YOUR EVENT?

YES ARE

☐

NO

☒

YOU REQUESTING TO SOLICIT CONTRIBUTIONS AT YOUR EVENT? YES

☐

NO

☒

ARE YOU REQUESTING TO SELL FOOD, BEVERAGES, GOODS OR WARES?

YES

☐

NO

☒

WILL YOU BE USING TEMPORARY ELECTRICAL RESOURCES?

YES

☒

NO

☐

BEACH PERMITS ONLY:

WILL THE GROUP BE GOING INTO THE WATER IN ANY WAY, WADING, WALKING OR SWIMMING at the Beach?

☐

NO

☐

YES WILL THE GROUP HAVE ANY ACTIVITIES NEAR OR AROUND THE WATER (including Splash Pad) at the Beach

☐

NO

☐

YES

IT IS THE GROUP SUPERVISOR'S RESPONSIBILITY TO CONTACT THE LIFEGUARD SUPERVISOR ON DUTY SO THAT ALL RULES AND REGULATIONS ARE CLEAR AND ADHERED TO

IS A WATER SAFETY INSTRUCTOR OR A CERTIFIED LIFEGUARD ACCOMPANYING YOUR GROUP? YES NO

☐

NO

☐

If yes, name of person(s) Each group should have accessible a list with all the children's names that are attending the outings for accountability in case of emergency

ANY QUESTIONS ANSWERED YES, PLEASE EXPLAIN ON SEPARATE SHEET & ATTACH TO APPLICATION

APPLICANT'S SIGNATURE:

DATE:

COMMERCIAL PROPOSAL

TOTAL FENCE LLC 525 ELLA GRASSO BOULEVARD NEW HAVEN, CT 06519		Phone: 203-497-9096 Fax: 203-495-9111 CT License No.:573732		Date 5/5/2023	PROPOSAL # 32352	
SUBMITTED TO: CITY OF NORWALK ATTN: KEN HUGHES 125 EAST AVENUE NORWALK, CT 06856		JOB NAME AND LOCATION: JN4559R-B.M.H.S. BACKSTOP				
Phone #: 203-854-7725	Fax #: 203-899-2779	Terms: Net 30	Job #: JN4559R	Sales Rep: DAN		
Description Of Work			Unit Price	Qty.	U/M	Total
PURSUANT TO DAS CONTRACT # 19PSX0136 01. SUPPLY AND INSTALL ONE BLACK VINYL COATED BACKSTOP IN NEW LOCATION CLOSER TO HOME PLATE . 20'X20'X20' IN LENGTH 24' HIGH W/ 8' OVERHANG. 4" POSTS AND 1 5/8" FRAMEWORK NOTE 01: TOTAL FENCE WILL NEED TO CUT THE TURF TO INSTALL THE POSTS. THE TOWN WILL BE RESPONSIBLE TO HAVE THE TURF COMPANY COME TO SITE ONCE THE POSTS ARE INSTALLED TO PATCH OR GLUE TURF TO SPECIFICATIONS. REMOVAL OF THE EXISTING BACKSTOP IS NOT INCLUDED IN THIS PROPOSAL			30,962.00	1	LS	30,962.00
IF REQUIRED: HAND DIGGING WILL BE BILLED AT \$150.00/ POST AND VERTICAL ROCK DRILLING AT \$50.00/ VF.					Subtotal \$30,962.00	
<i>DUE TO THE CURRENT VOLATILE STEEL AND LUMBER MARKETS TOTAL FENCE LLC RESERVES THE RIGHT TO REQUOTE THIS PROJECT AFTER 10 DAYS UNLESS THERE IS A PURCHASE ORDER OR CONTRACT IN PLACE TO BILL FOR MATERIALS STORED.</i>					Tax (6.35%) \$0.00	
STATE OF CT DAS SBE/WBE CERTIFIED ***CITY OF HARTFORD WBE CERTIFIED***					Total \$30,962.00	
This proposal is subject to the Terms & Conditions page attached which is part of Total Fence LLC's proposal package. Work will not commence until a signed and dated proposal is received.						

COMMERCIAL TERMS & CONDITIONS

TOTAL FENCE LLC
525 ELLA GRASSO BOULEVARD
NEW HAVEN, CT 06519

Phone: 203-497-9096
Fax: 203-495-9111
CT Lic. #: 573732

Date

5/5/2023

SUBMITTED TO:

JOB NAME AND LOCATION:

CITY OF NORWALK
ATTN: KEN HUGHES
125 EAST AVENUE
NORWALK, CT 06856

B.M.H.S. BACKSTOP

Phone #: 203-854-7725

Fax #: 203-899-2779

Terms: Net 30

Job #:

Sales Rep: DAN

GENERAL: All material is guaranteed to be as specified in our proposal. All work will be completed in a professional manner according to standard industry practices. All agreements are contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workman's Compensation Insurance. The seller cannot be responsible for underground utilities unless properly marked. The seller cannot be held accountable for ground gaps created by topography inconsistencies that can not be corrected within standard industry guidelines.

EXCLUSIONS: (UNLESS OTHERWISE NOTED IN THE PROPOSAL)*Sleeves and/or Sleeve-It's at Retaining Walls* Layout * Survey and/or Property Line Location * Any and All Permits * Traffic Control/Protection * Hand Digging (all post holes to be machine augured) * Rock/Ledge Excavation * Cutting/Patching Blacktop * Clearing/Grubbing * Removal of Old Fence * Conflicts With Utilities * Site Training * Site Safety Classes * Obtaining Site Badges * Fence Damage Caused By Acts of Nature Including High Winds * Or Any Other Obstruction That Would Preclude Standard Installation Standards * Fence Grounding*

HOLD HARMLESS: Claims arising from question of survey/layout of property/location lines and from all claims of personal injury, property damage or trespass from of by means of the installation of materials supplied by Total Fence LLC. The seller shall retain title of any equipment or material furnished until final and complete payment is made, and if settlement is not made as agreed, the seller shall have the right to remove same and be held harmless for any damages resulting from the removal thereof.

MATERIAL ESCALATION: The buyer understands that due to cost increases in the steel market the prices quoted for any steel materials can only be held for 14 days from the date of proposal.

CHANGE ORDERS: Any additions or deductions that do arise after the seller and buyer are in agreement will be remedied by a change order proposal from the seller. Any work resulting from a change order proposal will not be performed until the change order proposal is amended to the seller's base proposal by a written change order form the buyer.

PAYMENT: I agree to pay the TOTAL FENCE LLC the total amount due of this contract according to the terms specified, and upon default thereof, to pay all cost of collection, including reasonable attorney's fee and court costs.

CANCELLATION NOTICE: You the buyer, may cancel this transaction at any time prior to midnight of the third business day after the date of this transaction. (Saturday is a legal business day in CT)

ACCEPTANCE OF PROPOSAL: I have the authority to order the above work and do so order as described on the proposal page.

DATE _____ CUSTOMER'S AUTHORIZED SIGNATURE _____ PRINTED NAME _____

COMMENCEMENT OF WORK WILL BEGIN APPROXIMATELY 2 TO 6 WEEKS FROM THE ACCEPTANCE DATE OF PROPOSAL UNLESS OTHERWISE DIRECTED BY SELLER.

AGENDAMAY 11TH 2023CLAIMS COMMITTEE MEETING

REFUNDS PROCESSED CLAIMS COMMITTEE

APPROVED BY TAX COLLECTOR

PAY TO:BILL No & AMOUNT REFUNDEDREASON**MOTOR VEHICLE**

ACAR LEASING LTD	21-MV-300697	\$282.33	PRORATION
	21-MV-400132	\$299.49	PRORATION
ACAR LEASING LTD	21-MV-300539	\$513.18	PRORATION
	21-MV-300723	\$559.83	PRORATION
ACAR LEASING LTD	21-MV-300377	\$261.26	PRORATION
ACAR LEASING LTD	21-MV-400112	\$94.29	PRORATION
ALLEN ALICE	20-MV-320239	\$154.65	PRORATION
	20-MV-404822	\$28.76	PRORATION
	20-MV-404823	\$13.13	PRORATION
AYALA-GONZALEZ JULIA	21-MV-303790	\$128.28	PRORATION
BRONOV HELEN	21-MV-307391	\$84.54	PRORATION
CABRAL ALBERT JOHN	21-MV-389727	\$347.01	PRORATION
CCAP AUTO LEASING LTD	21-MV-311230	\$489.27	PRORATION
CCAP AUTO LEASING LTD	21-MV-315531	\$349.94	PRORATION
	21-MV-311404	\$770.05	PRORATION
CCAP AUTO LEASING LTD	21-MV-311126	\$61.82	PRORATION
COHEN MITCHELL	21-MV-313127	\$1040.05	PRORATION
DAIMLER TRUST	21-MV-315507	\$601.18	PRORATION
DANIEL JAMAL A	17-MV-315941	\$577.36	PRORATION
DIAZ-ARROYO CESAR A	20-MV-317436	\$793.41	PRORATION
	21-MV-317696	\$872.08	PRORATION
DUNCAN WENDY D	21-MV-800171	\$55.98	PRORATION

AGENDA

MAY 11TH 2023

CLAIMS COMMITTEE MEETING

REFUNDS PROCESSED CLAIMS COMMITTEE

APPROVED BY TAX COLLECTOR

<u>PAY TO:</u>	<u>BILL No & AMOUNT REFUNDED</u>	<u>REASON</u>
ENTERPRISE FM TRUST	21-MV-320370 \$858.95	PRORATION
	21-MV-320392 \$115.16	PRORATION
	21-MV-320408 \$707.78	PRORATION
	21-MV-320447 \$420.57	PRORATION
ENTERPRISE FM TRUST	21-MV-320384 \$558.76	PRORATION
	21-MV-320405 \$817.68	PRORATION
ENTERPRISE FM TRUST	21-MV-320466 \$205.20	PRORATION
FEBBRAIO DONALD T JR	21-MV-321559 \$80.77	PRORATION
FRANCIS GEORGE F	21-MV-405506 \$122.60	PRORATION
FRANCIS AMIE H		
GRANT CARLEY	21-MV-327139 \$572.91	PAID ERROR
GRANT RONALEE & JOHN	21-MV-327139 \$245.54	PRORATION
HANDLER MATTHEW E	21-MV-405964 \$227.13	PRORATION
HONDA LEASE TRUST	21-MV-330405 \$241.69	PRORATION
	21-MV-330696 \$171.95	PRORATION
HYUNDAI LEASE TRUST	21-MV-SEE ATTACHED \$2,926.57	PRORATION
HYUNDAI LEASE TRUST	21-MV-332440 \$766.97	PRORATION
IOSIFOVICH OLEG	21-MV-406850 \$250.59	PRORATION
JP MORGAN CHASE BANK NA	21-MV-335152 \$132.50	PRORATION
KARAKASIDIS ELENI G	21-MV-335641 \$86.61	PRORATION
MATUTE-MAYES EDUIN	21-MV-408890 \$192.70	PRORATION
MIHALIA BOGDAN CONSTANTIN	21-MV-344728 \$91.40	PRORATION
NISSAN INFINITI LT	21-MV-348203 \$416.54	PRORATION
	21-MV-348568 \$132.35	PRORATION

AGENDA**MAY 11TH 2023****CLAIMS COMMITTEE MEETING****REFUNDS PROCESSED CLAIMS COMMITTEE****APPROVED BY TAX COLLECTOR**

<u>PAY TO:</u>	<u>BILL No & AMOUNT REFUNDED</u>	<u>REASON</u>
NISSAN INFINITI LT	21-MV-348667 \$263.66	PRORATION
	21-MV-348703 \$590.27	PRORATION
	21-MV-348704 \$320.18	PRORATION
NISSAN INFINITI LT	21-MV-348008 \$383.30	PRORATION
	21-MV-348050 \$350.56	PRORATION
	21-MV-348291 \$221.22	PRORATION
	21-MV-348470 \$383.30	PRORATION
PIRO PAVING INC	21-MV-353170 \$238.64	PRORATION
RISOM MARTHA	21-MV-356002 \$67.37	PRORATION
SLOTE ABIGAIL ANNE	21-MV-361688 \$23.72	PRORATION
STROTHER SAMYA	21-MV-364363 \$414.27	PRORATION
TOYOTA LEASE TRUST	21-MV-SEE ATTACHED \$2,498.13	PRORATION
TOYOTA LEASE TRUST	21-MV-SEE ATTACHED \$5,538.88	PRORATION
TOYOTA LEASE TRUST	21-MV-366056 \$343.18	PRORATION
	21-MV-366213 \$180.03	PRORATION
USB LEASING LT	21-MV-367820 \$464.02	PRORATION
VALENCIA-LLACTAS GREGORY	21-MV-368250 \$81.10	PRORATION
VANEGAS DANIELA A	21-MV-368497 \$374.84	PRORATION
	21-MV-366855 \$297.51	PRORATION
VAULT TRUST	21-MV-414290 \$324.94	PRORATION
	21-MV-414306 \$313.72	PRORATION
VAULT TRUST	21-MV-369019 \$685.66	PRORATION
VAULT TRUST	21-MV-368963 \$730.99	PRORATION
VAULT TRUST	21-MV-414302 \$494.26	PRORATION

AGENDA

MAY 11TH 2023

CLAIMS COMMITTEE MEETING

REFUNDS PROCESSED CLAIMS COMMITTEE

APPROVED BY TAX COLLECTOR

<u>PAY TO:</u>	<u>BILL No & AMOUNT REFUNDED</u>	<u>REASON</u>
VAULT TRUST	21-MV-369028 \$506.03	PRORATION
VENTURA MANUEL	21-MV-369670 \$80.43	PRORATION
VW CREDIT LEASING LTD	21-MV-370373 \$579.15	PRORATION
VW CREDIT LEASING LTD	21-MV-370510 \$933.60	PRORATION
VW CREDIT LEASING LTD	21-MV-370433 \$678.20	PRORATION

REAL ESTATE

BREZNAN SARAH

25 BEECHWOOD RD

5-70-58-0	21-RE-118487 \$1531.88	PAID IN ERROR
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CORELOGIC TAX SERVICE

4 ARGENTINO LANE

5-21-407-4	21-RE-100976 \$4,037.25	PAID IN ERROR
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CORELOGIC TAX SERVICE

79 GLENWOOD AVE

5-65-226-0	21-RE-128818 \$1,991.87	PAID IN ERROR
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CORELOGIC TAX SERVICE

32 BENEDICT ST

5-58-24-0	20-RE-120161 \$4798.84	
	21-RE-120166 \$4944.73	PAID WRONG PARCEL

Inquiry Report				NORWALK TAX COLLECTOR				Interest Date : 03/30/2023				Page : 1			
Bill#	Unique_id	Dist	Name	Address	City/State/zip	Prop Loc/Veh. Info./Plan-Sew	MBL/LINK #	Flags	TOT Inst	Tax Due	Balance	TOT Adj	Int Due	Due Now	Discount
2021-03-0331917-00			HYUNDAI LEASE TITLING TRUST			AF41410/5NPE34AF0GH332458/2016/HYUND/SONATA S			347.63	-347.63	-347.63			-347.63	
331917			4100 WILDWOOD PARKWAY						-347.63	0.00	-347.63			-347.63	
1			ATLANTA GA 30339						347.63	0.00	0.00			0.00	
2021-03-0331949-00			HYUNDAI LEASE TITLING TRUST			AT57607/KM802CA41KU968357/2019/HYUND/TUCSON S			526.77	-263.38	-263.38			-263.38	
331949			4100 WILDWOOD PARKWAY						-263.38	0.00	-263.38			-263.38	
1			ATLANTA GA 30339						526.77	0.00	0.00			0.00	
2021-03-0331989-00			HYUNDAI LEASE TITLING TRUST			AX48226/KM8J3CAL6JL161953/2020/HYUND/TUCSON L			623.29	-571.56	-571.56			-571.56	
331989			4100 WILDWOOD PARKWAY						-571.56	0.00	-571.56			-571.56	
1			ATLANTA GA 30339						623.29	0.00	0.00			0.00	
2021-03-0332030-00			HYUNDAI LEASE TITLING TRUST			AY11073/KNDFMCAC8L7800750/2020/KIA/SPORTAGE			585.97	-97.86	-97.86			-97.86	
332030			4100 WILDWOOD PARKWAY						-97.86	0.00	-97.86			-97.86	
1			ATLANTA GA 30339						585.97	0.00	0.00			0.00	
2021-03-0332173-00			HYUNDAI LEASE TITLING TRUST			BB49664/3KPF54AD4KE046400/2019/KIA/FORTE EX			426.02	-319.51	-319.51			-319.51	
332173			4100 WILDWOOD PARKWAY						-319.51	0.00	-319.51			-319.51	
1			ATLANTA GA 30339						426.02	0.00	0.00			0.00	
2021-03-0332202-00			HYUNDAI LEASE TITLING TRUST			AU12436/KM8J3CA48KU965128/2019/HYUND/TUCSON L			567.84	-520.71	-520.71			-520.71	
332202			4100 WILDWOOD PARKWAY						-520.71	0.00	-520.71			-520.71	
1			ATLANTA GA 30339						567.84	0.00	0.00			0.00	
2021-03-0332213-00			HYUNDAI LEASE TITLING TRUST			AP73300/5XXGT4L3JG273789/2018/KIA/OPTIMA L			429.22	-429.22	-429.22			-429.22	
332213			4100 WILDWOOD PARKWAY						-429.22	0.00	-429.22			-429.22	
1			ATLANTA GA 30339						429.22	0.00	0.00			0.00	
2021-03-0332304-00			HYUNDAI LEASE TITLING TRUST			AC21380/KNALC4J10K5142337/2019/KIA/CADENZA			753.39	-376.70	-376.70			-376.70	
332304			4100 WILDWOOD PARKWAY						-376.70	0.00	-376.70			-376.70	
1			ATLANTA GA 30339						753.39	0.00	0.00			0.00	
# Of Acct (s) : 8									4,260.13	-2,926.57	-2,926.57			-2,926.57	
									-2,926.57	0.00	-2,926.57			-2,926.57	
									4,260.13	0.00	0.00			0.00	

Inquiry Report			NORWALK TAX COLLECTOR			Interest Date : 04/19/2023			Page :1		
Bill#	Unique_id	Disc	Name	Address	City/State/Zip	Prop Loc/Veh.Info./Plan-Sew	MBL/LINK #	Flags	TOT Inst	Tax Due	Balance
									TOT Adj	Int Due	Due Now
									TOT Paid	L/F/Bint Due	Discount
2021-03-0366536-00			TOYOTA LEASE TRUST			AF72937/JTJBM7FX6K5232549/2019/LEXUS/GX BASE			1,081.82	-89.78	-89.78
366536			3200 WEST RAY ROAD			/DMV CIVLS: 139809-5440940-0Y			-89.78	0.00	-89.78
1			CHANDLER AZ 85226						1,081.82	0.00	0.00
2021-03-0366721-00			TOYOTA LEASE TRUST			AG10973/2T1BURHH4GC723769/2016/TOYOT/COR L/LE			313.51	-182.78	-182.78
366721			3200 WEST RAY ROAD			/DMV CIVLS: 139809-4206716-0Y			-182.78	0.00	-182.78
1			CHANDLER AZ 85226						313.51	0.00	0.00
2021-04-0413580-00			TOYOTA LEASE TRUST			AU93437/JTMF1RFV9KDD032715/2019/TOYOT/RAV4 LE			623.29	-311.64	-311.64
413580			3200 WEST RAY ROAD			/DMV CIVLS: 139809-5534629-0N			-311.64	0.00	-311.64
1			CHANDLER AZ 85226						623.29	0.00	0.00
2021-04-0413596-00			TOYOTA LEASE TRUST			AS81426/4T1B61HKOKU712468/2019/TOYOT/CAMRY XS			683.01	-341.51	-341.51
413596			3200 WEST RAY ROAD			/DMV CIVLS: 139809-5259479-0N			-341.51	0.00	-341.51
1			CHANDLER AZ 85226						683.01	0.00	0.00
2021-04-0413712-00			TOYOTA LEASE TRUST			BF51763/5TDGZRBH4NS172743/2022/TOYOT/HIGHLAND			671.89	-298.36	-298.36
413712			3200 WEST RAY ROAD			/DMV CIVLS: 139809-6534579-0N			-298.36	0.00	-298.36
1			CHANDLER AZ 08522-0006						671.89	0.00	0.00
2021-04-0413767-00			TOYOTA LEASE TRUST			AU49439/2T2BZMCA8KC194730/2019/LEXUS/RX 350			971.44	-162.24	-162.24
413767			3200 WEST RAY ROAD			/DMV CIVLS: 139809-5430164-0N			-162.24	0.00	-162.24
1			CHANDLER AZ 85226						971.44	0.00	0.00
2021-04-0413769-00			TOYOTA LEASE TRUST			AU52986/5TDBZRFH6KS943882/2019/TOYOT/HIGHLAND			721.40	-360.70	-360.70
413769			3200 WEST RAY ROAD			/DMV CIVLS: 139809-5474741-0N			-360.70	0.00	-360.70
1			CHANDLER AZ 85226						721.40	0.00	0.00
2021-04-0413794-00			TOYOTA LEASE TRUST			AC75657/JTMRFEV4JJ256992/2018/TOYOT/RAV4 ADV			585.97	-439.48	-439.48
413794			3200 WEST RAY ROAD			/DMV CIVLS: 139809-5249263-0N			-439.48	0.00	-439.48
1			CHANDLER AZ 85226						585.97	0.00	0.00
2021-04-0413817-00			TOYOTA LEASE TRUST			8AJAE9/JTMF1RFV9KJ004088/2019/TOYOT/RAV4 LE			623.29	-311.64	-311.64
413817			3200 WEST RAY ROAD			/DMV CIVLS: 139809-5390335-0N			-311.64	0.00	-311.64
1			CHANDLER AZ 85226						623.29	0.00	0.00
# Of Acct (s) : 9											
									6,275.62	-2,498.13	-2,498.13
									-2,498.13	0.00	-2,498.13
									6,275.62	0.00	0.00

Toyota Lease

Inquiry Report Bill# Unique_id Dist	NORWALK TAX COLLECTOR Name Address City/State/Zip	Interest Date : 03/22/2023 Prop Loc/Veh.Info./Plan-Sew MEL/LINK # Flags	TOT Inst TOT Adj TOT Paid	Page :1 Tax Due Int Due L/F/Bint Due	Balance Tax Due Due Now Discount
2020-03-0364665-00 364665 1	TOYOTA LEASE TRUST 3200 W RAY RD CHANDLER AZ 85226-2455	SRDL/JTJBARB5J2156513/2018/LEXUS/NX 200T /DMV CIVLS: 139809-4792080-N	658.48 -658.48 658.48	-658.48 0.00 0.00	-658.48 -658.48 0.00
2021-03-0365864-00 365864 1	TOYOTA LEASE TRUST 3200 WEST RAY ROAD CHANDLER AZ 85226	BA77736/JM3KFBBM6X0322447/2021/MAZDA/CX-5 SPO /DMV CIVLS: 139809-6084561-Y	641.94 -374.26 641.94	-374.26 0.00 0.00	-374.26 -374.26 0.00
2021-03-0365872-00 365872 1	TOYOTA LEASE TRUST 3200 WEST RAY ROAD CHANDLER AZ 85226	AU85340/5TDJZRFHAKS599383/2019/TOYOT/HIGHLAND /DMV CIVLS: 139809-5504793-Y	848.81 -70.44 848.81	-70.44 0.00 0.00	-70.44 -70.44 0.00
2021-03-0365938-00 365938 1	TOYOTA LEASE TRUST 3200 WEST RAY ROAD CHANDLER AZ 85226	BC09359/JM3TCBCY2M0515953/2021/MAZDA/CX-9 TOU /DMV CIVLS: 139809-6204862-Y	802.96 -267.38 802.96	-267.38 0.00 0.00	-267.38 -267.38 0.00
2021-03-0365947-00 365947 1	TOYOTA LEASE TRUST 3200 WEST RAY ROAD CHANDLER AZ 85226	SRDL/JTJBARB5J2156513/2018/LEXUS/NX 200T /DMV CIVLS: 139809-4792080-Y	711.80 -711.80 711.80	-711.80 0.00 0.00	-711.80 -711.80 0.00
2021-03-0366000-00 366000 1	TOYOTA LEASE TRUST 3200 WEST RAY ROAD CHANDLER AZ 85226	AM84907/2T1BURHE1JC976054/2018/TOYOT/COROLLA /DMV CIVLS: 139809-4818265-Y	399.88 -399.88 399.88	-399.88 0.00 0.00	-399.88 -399.88 0.00
2021-03-0366043-00 366043 1	TOYOTA LEASE TRUST 3200 WEST RAY ROAD CHANDLER AZ 85226	AS27000/58ABZ1B11KU010563/2019/LEXUS/ES 350 /DMV CIVLS: 139809-5193378-Y	862.16 -718.17 862.16	-718.17 0.00 0.00	-718.17 -718.17 0.00
2021-03-0366142-00 366142 1	TOYOTA LEASE TRUST 3200 WEST RAY ROAD CHANDLER AZ 85226	AV37664/2T3RWRFFV7KW019396/2019/TOYOT/RAV4 XLE /DMV CIVLS: 139809-5557228-Y	728.31 -121.62 728.31	-121.62 0.00 0.00	-121.62 -121.62 0.00
2021-03-0366218-00 366218 1	TOYOTA LEASE TRUST 3200 WEST RAY ROAD CHANDLER AZ 85226	AT03876/JTJBARBZ7K2202599/2019/LEXUS/NX 300 /DMV CIVLS: 139809-5293026-Y	772.03 -128.93 772.03	-128.93 0.00 0.00	-128.93 -128.93 0.00
2021-03-0366281-00 366281 1	TOYOTA LEASE TRUST 3200 WEST RAY ROAD CHANDLER AZ 85226	AR31626/JTMRJREV3JD234382/2018/TOYOT/RAV4 HV /DMV CIVLS: 139809-5118105-Y	588.62 -490.33 588.62	-490.33 0.00 0.00	-490.33 -490.33 0.00
2021-03-0366383-00 366383 1	TOYOTA LEASE TRUST 3200 WEST RAY ROAD CHANDLER AZ 85226	AM85716/2T3PIRFV3MC231495/2021/TOYOT/RAV4 XLE /DMV CIVLS: 139809-6379318-Y	789.64 -197.39 789.64	-197.39 0.00 0.00	-197.39 -197.39 0.00
2021-03-0366613-00 366613 1	TOYOTA LEASE TRUST 3200 WEST RAY ROAD CHANDLER AZ 85226	AX38193/2T3PIRFV9LW095273/2020/TOYOT/RAV4 XLE /DMV CIVLS: 139809-5799744-Y	752.84 -627.10 752.84	-627.10 0.00 0.00	-627.10 -627.10 0.00
2021-03-0366723-00 366723 1	TOYOTA LEASE TRUST 3200 WEST RAY ROAD CHANDLER AZ 85226	AF19316/5TDJZRFH1J5861259/2018/TOYOT/HIGHLAND /DMV CIVLS: 139809-5033056-Y	773.10 -773.10 773.10	-773.10 0.00 0.00	-773.10 -773.10 0.00

Inquiry Report		NORWALK TAX COLLECTOR		Interest Date : 03/22/2023		Page : 2		Balance	
Bill#	Unique_id	Name	Address	Prop Loc/Veh.Info./Plan-Sew	TOT Inst	Tax Due	Due Now		
Dist		City/State/Zip	MBL/LINK #	Flags	TOT Adj	Int Due	Discount		
					TOT Paid	L/F/Hint Due			
					-5,538.88	0.00	-5,538.88		
					9,330.57	0.00	0.00		



CITY OF NORWALK, DEPARTMENT OF FINANCE
Tax Collector's Office

P: 203-854-7731 / F: 203-854-7770

125 East Avenue Room 105
Norwalk, Connecticut 06851

To: Mayor Harry Rilling; Board of Estimate and Taxation; Finance & Claims Committee
From: Lisa Biagiarelli, Tax Collector
Date: May 8, 2023
Re: **Narrative for April, 2023 Tax Collector's Report**

As of the end of April 2023, with ten out of twelve months of the fiscal year completed, we had collected in excess of \$358 million against our \$365 million adjusted levy, or **98.16%**. We also collected **98.55%** of our sewer use levy, an additional \$17 million, and 85.93% of the Industrial Pretreatment Program (IPP) fee billing on behalf of the WPCA. Compared with the prior fiscal year (April, 2022) we are slightly behind relative to taxes (-0.82%), slightly ahead relative to sewer use (0.81%); and behind relative to the IPP fee (-5.51%). Due to the extended due date of the motor vehicle supplemental billing, payable by April 1, 2023, we did anticipate a slight drop in the FYE 2023 collection numbers as compared with the prior fiscal year, when that billing was payable by February 1.

For prior years' collections, through the end of April 2023, we show a net collection of in excess of \$1.3 million since the beginning of this fiscal year on July 1, 2022. This amount is \$3.4 million less than what we collected during the first ten months of the prior fiscal year. The difference is partly attributable to the tax sale held in October 2021 that boosted collections in the prior fiscal year, and also due to continued effects of court stipulated judgments in assessment appeal cases, resulting in erosion of current and prior collectibles.

Our third party collection agency continues to bill on our behalf for past due motor vehicle taxes for which we had no valid address. The agency sent its first mailing to approximately 7,800 taxpayers on our behalf in November 2022. From December 2022 through April 2023 (five months) we have collected nearly \$635,000 in past due motor vehicle taxes and interest due to the City as a result of the collection agency's billings, including more than \$59,000 during the month of April. Please note that these collections are made directly to the City, and payments are processed by the tax collector's office, not the collection agency, and these figures represent our net receivables, after their fees. We are also working on several other delinquent enforcement initiatives mainly related to business personal property taxes, as well as another wage garnishment initiative targeting City and Board of Education employees who may owe past due taxes to the City. Our tax sale that was scheduled to be held in July 2023 has been pushed off until Monday, July 22, 2024. We anticipate beginning work on that sale in November, 2023.

We continue to work on our software *conversion* that moved our tax assessment and tax collection administrative systems off Munis and onto Quality Data Services LLC (QDS) software. The city's financials, budgeting, accounting and other systems are still operating on Munis; only the assessment and tax collection modules have moved away. This conversion has been discussed in greater detail in prior months' reports since we went live on the QDS system on March 1, 2023. We are continuing to learn the system's features and how best to use it, and continue to appreciate our taxpayers' patience as we navigate the changes.

As noted in prior months' narratives, due to the delayed supplemental motor vehicle billing and the software conversion, we were not able to adhere to our normal spring schedule. We expect to file lien continuing certificates later this month; normally they are done in March. We have yet to present our suspense list to the Board of Estimate for approval; that usually happens in April, and we expect it to happen in either June or July this year. The lien continuing certificate filing processes and the generation of the suspense list will both be done on the new software.

We are working with the Assessor's office, QDS personnel, and our printer to successfully navigate changes in our billing processes for our upcoming July 2023 tax billing of the 2022 grand list. The Board of Estimate and Taxation set the rates for those taxes on May 1, and the WPCA set their rates in March 2023.

This will be our first billing, and our first complete collection cycle, on QDS software. A number of factors determine when tax bills will be issued, and we cooperate with the other divisions, chiefly the office of the Assessor, to obtain information my division needs to bill – for example, motor vehicle information they receive from the state DMV, and elderly and disabled benefits / credit information processed by the Assessor's division. If all goes well, we hope to have bills in the mail by mid June. If there are issues, the bills will be sent later, but in any event should be in the mail prior to June 30. The last day to pay without penalty, by state law, is August 1. I will continue to update everyone on our progress.

Our two new hires began work the first week of this month, and our division is now fully staffed, with eight employees, for the first time since early 2022. The tax collector's office staff has held at 8 fulltime employees for more than 25 years, while taking on significant additional duties, including collection enforcement activities such as tax sales and use of alias tax warrants, and more complex billing and collection activities such as online payments. It should also be noted that the actual levies themselves have also increased in that time, with significantly more dollars being collected, and representing an increased percentage of overall operating revenue.

I am prepared to respond to questions and will continue to keep all stakeholders informed of our progress.

**TAX COLLECTOR'S REPORT
APRIL 2023**

**FISCAL YEAR 2022-2023
(2021 GRAND LIST)**

	ORIGINAL LEVY	ADJ. TAX COLLECTIONS JUN 22 - APR 23	COLLECTION %	CORRECTED LEVY*	CHANGE IN LEVY	COLLECTION %
AUTOMOBILE-REGULAR	\$27,605,498.25	\$24,976,404.54	90.48%	\$27,144,766.88	(\$460,731.37)	92.01%
AUTOMOBILE-SUPPLEMENTAL	\$4,572,442.02	\$3,166,219.20	69.25%	\$4,415,318.11	(\$157,123.91)	71.71%
PERSONAL PROPERTY	\$26,217,238.98	\$21,132,069.94	80.60%	\$21,782,197.17	(\$4,435,041.81)	97.02%
REAL ESTATE	\$315,360,461.09	\$309,179,036.24	98.04%	\$311,843,663.79	(\$3,516,797.30)	99.15%
TOTAL TAX	\$373,755,640.34	\$358,453,729.92	95.91%	\$365,185,945.95	(\$8,569,694.39)	98.16%
SEWER USE	\$17,981,973.00	\$17,353,155.79	96.50%	\$17,608,319.48	(\$373,653.52)	98.55%
IPP FEE	\$190,750.00	\$165,842.66	86.94%	\$193,000.00	\$2,250.00	85.93%

**FISCAL YEAR 2021-2022
(2020 GRAND LIST)**

	ORIGINAL LEVY	JUN 21 - APR 22	
AUTOMOBILE-REGULAR	\$21,672,160.18	\$20,112,874.24	
AUTOMOBILE-SUPPLEMENTAL	\$4,219,965.63	\$3,598,790.27	
PERSONAL PROPERTY	\$22,966,731.64	\$22,101,302.15	
REAL ESTATE	\$308,716,745.40	\$303,446,941.12	
TOTAL TAX	\$357,575,602.85	\$349,259,907.78	
SEWER USE	\$16,488,685.00	\$15,949,473.59	
IPP FEE	\$187,000.00	\$173,727.36	

TAX DIFFERENCE 2021 G.L. vs. 2020 G.L.
INCREASE/(DECREASE)

	\$16,180,037.49	\$9,193,822.14	-1.77%	\$12,309,561.01	(\$3,870,476.48)	-0.82%
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SEWER DIFFERENCE 2021 G.L. vs. 2020 G.L.
INCREASE/(DECREASE)

	\$1,493,288.00	\$1,403,682.20	-0.23%	\$1,290,494.93	(\$202,793.07)	0.81%
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IPP DIFFERENCE 2021 G.L. vs. 2020 G.L.
INCREASE/(DECREASE)

	\$3,750.00	(\$7,884.70)	-5.96%	\$3,000.00	(\$750.00)	-5.51%
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BACK TAXES COLLECTED

	FISCAL YR 2022-2023 (JUL 22 - APR 23)	FISCAL YR 2021-2022 (JUL 21 - APR 22)	CUR YR vs. PRIOR YR INC/(DEC)
PRIOR TAXES			
PRIOR SEWER USE FEE	(\$745,606.89)	\$2,093,166.86	(\$2,838,773.75)
PRIOR IPP FEE	\$120,315.87	\$225,639.44	(\$105,323.57)
TOTAL PRIOR TAX, SEWER & IPP	(\$622,340.20)	\$2,343,608.89	(\$2,965,949.09)
CURRENT INTEREST	\$859,552.16	\$848,538.54	\$11,013.62
PRIOR INTEREST	\$933,969.55	\$1,130,569.18	(\$196,599.63)
SEWER USE FEE INTEREST	\$76,354.21	\$103,247.25	(\$26,893.04)
IPP FEE INTEREST	\$3,396.18	\$11,638.97	(\$8,242.79)
TOTAL INTEREST COLLECTED	\$1,873,272.10	\$2,093,993.94	(\$220,721.84)

PRIOR LIEN FEE
CURRENT LIEN FEE
TOTAL LIEN FEE COLLECTED

	\$9,176.87	\$12,354.73	(\$3,177.86)
	\$0.00	\$4,241.71	(\$4,241.71)
	\$9,176.87	\$16,596.44	(\$7,419.57)

MISC FEES COLLECTED**

	\$118,318.73	\$377,618.92	(\$259,300.19)
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**TOTAL PRIOR TAX, ALL INTEREST
& ALL FEES**

	\$1,378,427.50	\$4,831,818.19	(\$3,453,390.69)
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* CORRECTED LEVY INCLUDING CERTIFICATES OF CORRECTION & SUSPENSE TRANSFERS
** PRIOR & CURRENT FISCAL YEAR INCLUDES TAX SALE AND TITLE SEARCH FEES PROCESSED THRU MUNIS



DEPT OF FINANCE
Purchasing Department
NONCOMPETITIVE PROCUREMENT JUSTIFICATION FORM

DATE: 04/18/2023

DEPARTMENT: Personnel and Labor Relations

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:

☐	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
☐	After solicitation of a number of sources, competition is determined inadequate (record of source contacts and/or attempts to obtain pricing is attached)
☐	The compatibility of equipment, accessories, or replacement parts is of paramount consideration
☐	The item/service is available on a Cooperative Purchasing Agreement (please provide the organization name, quote and the contract/agreement number)
☒	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
☐	Other, please explain:

TOTAL COST: \$60,000.00 **MUNIS Account:** _____

VENDOR: Cavanaugh MacDonald Consulting, LLC

Purchasing Agent Signature	The Purchasing Agent		Department Head Signature
 Sharon Conners Purchasing Agent Name Date: 2023.04.19 10:43:54 -04'00' Date	X	Supports	 Department Head Name Tina M. Fogell Date April 18, 2023
		Does Not Support	
			Single Source Requires Common Council Authorization (in excess of \$20,000.00)?

JUSTIFICATION:

Due to the retirement of our Benefits Manager, the Personnel and Labor Relations Department would like to utilize the services of our actuary to review our pension/benefits calculations and data. During this time, we will assess our staffing needs and determine next steps for the office.

The City of Norwalk has an existing contract with Cavanaugh MacDonald Consulting, LLC to assist in pension matters. The Personnel and Labor Relations Office is requesting permission to enter into an Addendum to that contract to allow for the vendor to create a retirement calculator, determine the benefits and option for members who leave active service before retirement, and the preparation of annual benefits statements. This information will ensure that the employees of the City of Norwalk and the Board of Education have sound pension calculations and the relevant information needed to make an informed decision in this very important time in their lives.

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

Vendor 1: _____

Vendor 2: _____

EMERGENCY: Explain in detail the nature of the emergency

Please see above.

PROFESSIONAL SERVICES CONTRACT

ADDENDUM

THIS ADDENDUM, made and entered into effective May 1, 2023, is supplemental to the original CONTRACT that was made and entered into effective July 24, 2020, by and Between CITY OF NORWALK, CONNECTICUT (hereinafter referred to as "City"), and CAVANAUGH MACDONALD CONSULTING, LLC, 3550 Busbee Parkway, Suite 250, Kennesaw, GA 30144 (hereinafter referred to as "Cavanaugh Macdonald").

WITNESSETH:

WHEREAS, the City is desirous of an administrative tool that will assist the City in providing final retirement calculations to City retirees, estimated benefits to any vested members of the City that leave active employment before retirement, and annual benefit statements to all active members; and the City through its Board of Trustees is the administrative authority for the CITY OF NORWALK PENSION PLANS (hereinafter called the "Pension Plan"); and

WHEREAS, the City has selected Cavanaugh Macdonald for this purpose;

NOW, THEREFORE, in consideration of the premises and of the mutual covenants and promises contained in the original Contract, the parties hereto agree as follows:

- A. Cavanaugh Macdonald will develop an excel-based retirement calculator that will determine the final retirement benefit to each member retiring from each Pension Plan and provide the member with all the options available to them based on the plan provisions of each Pension Plan.

- B. The calculator will also determine the benefits and options to members who leave active service before retirement but are vested in each Pension Plan.
- C. The calculator will include a cover letter to the individual and the benefit results will be forwarded to the City where they will meet with the individual to explain the calculations and the options they have.
- D. In addition, Cavanaugh Macdonald agrees to prepare Annual Benefit Statements to all active members of each Pension Plan. The Statements will include an accrued benefit to the Statement Date and a projected estimated benefit to the member's normal retirement date.
- E. Cavanaugh Macdonald warrants to City that the services performed under this Addendum will be performed in accordance with generally accepted industry standards. Cavanaugh Macdonald agrees that all work should be performed regularly, diligently and uninterrupted at such rate of progress as will ensure full completion thereof within the time specified in the request for proposal.
- F. Nothing in this Addendum is intended or shall be construed to give Cavanaugh Macdonald discretionary authority or discretionary responsibility in the management of business operation or administration of each Pension Plan. The relationship of Cavanaugh Macdonald (or any of its officers, directors, or employees) to the City (or any of its officers, directors, or employees) is intended to be only that of an independent

contractor and service provider and not employee, agent, fiduciary or other similar relationship.

G. Fees and Charges

1. With respect to services provided by Cavanaugh Macdonald regarding the programming of this retirement calculator, under Paragraphs A. , B. and D. of this Addendum, Cavanaugh Macdonald shall be paid a one-time fee of \$35,000, inclusive of all costs and expenses.
2. With respect to the ongoing use of the calculator to provide members with their retirement benefits and options from each Pension Plan, under Paragraphs A. and B. of this Addendum, Cavanaugh Macdonald shall be paid \$350 for each calculation and \$100 for each additional calculation requested per individual.
3. With respect to services provided by Cavanaugh Macdonald regarding the programming and calculating of Annual Benefit Statements, under Paragraph D. of this Addendum, Cavanaugh Macdonald shall be paid a fixed fee of \$8,000 annually.
4. Cavanaugh Macdonald agrees to not increase the fixed fees listed in subparagraphs 2 and 3 above during the term of the agreement.

H. Actuary's Proprietary Rights; Work Product. The City acknowledges and agrees that all proprietary rights (including, but not limited to, trade secrets, copyrights, trademarks, service marks, and trade names) in specifications, data base structures, techniques, know-how, methods,

procedures and documentation used by Cavanaugh Macdonald to perform the Services, including all additions, improvements and modifications made thereto in the course of Cavanaugh Macdonald performing Services, hereunder and hereafter ("Proprietary Information"), are proprietary in nature and belong exclusively to Cavanaugh Macdonald. Cavanaugh Macdonald grants to the City in connection with this engagement a limited non-exclusive license for the City's use of such Proprietary Information in relation to the work product Cavanaugh Macdonald produces for the City. The license used does not include the City's dissemination of the Proprietary Information to third parties except in connection with the work product. The City will retain ownership of the work product Cavanaugh Macdonald delivers to the City in connection with this engagement and in any information specific to the City's employees or business, and as such, the City shall have the exclusive right to use, reproduce and adapt such work product for any purposes as the City deems appropriate.

I. Indemnification

1. Cavanaugh Macdonald agrees to indemnify and save harmless the City and Trustees and its officers, employees or agents, including but not limited to each Pension Plan from all claims or causes of actions which may arise against the City as a result of any negligence or malfeasance on the part of Cavanaugh Macdonald in the performance of its duties under this Addendum.

2. Cavanaugh Macdonald will be responsible to City only for Cavanaugh Macdonald's negligence, recklessness, or willful misconduct in the performance of services under this Addendum and for breach of the limited warranty set forth in this Addendum. Cavanaugh Macdonald will not be responsible to City for Cavanaugh Macdonald's (1) failure to perform any services other than those agreed to pursuant to this Addendum; (2) actions or failures to act based on instructions or directions from City or from its agents, unless the same are in writing and agreed to by Cavanaugh Macdonald pursuant to Paragraphs A. and B. of this Addendum; or (3) failure to provide the services listed in Paragraph One above because of (a) any error or omission in the data, documents, or information provided by or on behalf of City or (b) any event of force majeure as set forth in Paragraph J below.

J. Force Majeure

Notwithstanding the foregoing, a party's failure to perform any of its obligations under the Addendum shall be excused if and to the extent (and only for so long as) such failure arises out of (a) causes beyond the reasonable control and without the fault or negligence of the nonperforming party including, but not restricted to failure of Internet or communication lines, telephone or other interconnect problems, errors, configuration problems or incompatibility of computer hardware or software; voluntary shutdown of the server to address computer viruses, or

other similar problems; or severe weather, earthquakes, labor disputes, fire, flood, explosion, Act of God, terrorist act, war insurrection, riot, government regulation or act, vandalism, strike, quarantine, failure of transmission or power supply.

K. Governing Law

1. This Addendum shall be construed in accordance with the laws of the State of Connecticut. Venue as to any actions shall rest in Norwalk, Connecticut.
2. Cavanaugh Macdonald agrees to comply with all applicable federal, state and local laws and rules and agrees to act in accordance with the standards of the actuarial profession.
3. It is agreed that the terms and commitments contained herein shall not be constituted as a debt of the City or the State of Connecticut in violation of the Constitution of the State of Connecticut.

L. Nondiscrimination Clause

In performing work hereunder, Cavanaugh Macdonald shall comply with all applicable equal employment opportunity laws and regulations.

M. Confidentiality

Cavanaugh Macdonald may not disclose to any third party any City member specific information that may receive intentionally or unintentionally as a result of performing its duties under this Addendum, unless required by applicable law or City provides its written approval.

N. Severability

If any provision of this Addendum shall be waived or is determined invalid, illegal or unenforceable, the remaining provisions of this Addendum shall be unaffected thereby and shall remain binding and in full force and effect.

O. Binding Authority

Cavanaugh Macdonald hereby certifies that the person signing the Addendum on behalf of Cavanaugh Macdonald has full authority to enter the subject contract with the City and to legally bind Cavanaugh Macdonald to the terms herein.

IN WITNESS WHEREOF, the parties hereto have executed this Addendum effective on the date first hereinabove recited.

CITY OF NORWALK, CONNECTICUT

CAVANAUGH MACDONALD

By: _____

By: _____

Date: _____

Date: _____



Joyce Liu
Director of Information Technology
Jliu@norwalkct.gov

TO: Finance & Claim Committee

FROM: Joyce Liu, Director of Information Technology

RE: Electronic Document Management System

DATE: May 2nd, 2023

The City joined a pilot Electronic Document Management System (EDMS) contract with 3SG Plus, along with five other towns/cities, through CROCG (Capitol Region Council of Governments) back in 2017. CROCG's contract with 3SG Plus (authorized reseller) is expiring by the end of this year. For the City departments to continue using the software and services, we are entering into a contract with 3SG Plus, LLC directly.

This software integrates closely with our ESRI GIS interface and provides viewing tools for engineers. Currently, both Public Works and Planning and Zoning departments have been managing their maps on the EDMS. Not only do we have a centralized map system to share maps between departments, but having the ability to view maps on a GIS interface anywhere helps our engineers work efficiently on remote construction sites.

Currently, we have 6,000+ DPW utility/infrastructure maps and 350+ Planning and Zoning maps in the EDMS system, and we plan to expand the usage to other city departments.

ACTION REQUESTED:

Authorized the Mayor to entering three (3) years contract with 3SG Plus LLC for Hyland Onbase EDMS (Electronic Document Management System) annual amount not to exceed \$30,000, for a total not to exceed \$90,000, Account # 011370-5742



DEPT OF FINANCE
Purchasing Department
NONCOMPETITIVE PROCUREMENT JUSTIFICATION FORM

DATE: 5/1/2023

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:

☐	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
☐	After solicitation of a number sources, competition is determined inadequate (record of source contacts and/or attempts to obtain pricing is attached)
☐	The compatibility of equipment, accessories, or replacement parts is of paramount consideration
☐	The item/service is available on a Cooperative Purchasing Agreement (please provide the organization name, quote and the contract/agreement number)
☐	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
☒	Other, please explain: see below

TOTAL COST: \$90,000 MUNIS Account: 011370-5742

VENDOR: 3SG PLUS, LLC

Purchasing Agent Signature	The Purchasing Agent		Department Head Signature
Sharon Conners Digitally signed by Sharon Conners Date: 2023.05.02 11:37:41 -04'00' Purchasing Agent Name	X	Supports	Joyce Liu Digitally signed by Joyce Liu Date: 2023.05.02 10:00:51 -04'00'
		Does Not Support	Department Head Name
Date	X	Single Source Requires Common Council Authorization (in excess of \$20,000.00)?	Joyce Liu Date 5/2/2023

JUSTIFICATION:

City joined a pilot EDMS program with other towns/cities through CROCG (Capitol Region Council of Governments) and both DPW and Planning and Zoning are manage their Maps on Onbase EDMS software.

CROCG's contract with 3SG Plus (authorized reseller) is expiring, in order for the City to continuing using the software, we are entering the contract with 3SG Plus, LLC on our own.

The cost above is the annual EDMS software subscription fee. Currently we have 6000 + DPW utility/infrastructure maps and 350 + Planning and Zoning maps in the EDMS system. This software will integrated with our ESRI GIS interface and provide viewing tools for engineers.

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

Vendor 1: _____

Vendor 2: _____

EMERGENCY: Explain in detail the nature of the emergency



City of Norwalk

OnBase software with Esri integration module

SUBMITTED BY:

3SG PLUS

May 1, 2023



Customer Contact Information:

Name: Joyce Liu

Title: Director of Information Technology

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

Phone number: 203-854-7726

Email Address: JLiu@norwalkct.org



Vendor Contact Information:

Company Name: 3SG Plus, LLC

Company Location: 8415 Pulsar Place, Suite 300, Columbus Ohio 43240

Sales

Company Point of Contact: Nanda Nair

Phone Number: 614.309.3600

Email Address: nnair@3sgplus.com

Delivery

Company Point of Contact: Lisa Warnock

Phone Number: 216.312.0503

Email Address: lwarnock@3sgplus.com



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Statement of Work

3SG Plus would like to THANK City of Norwalk (hereby referred as Norwalk) for giving us the opportunity to provide an SOW for OnBase software.

OnBase Software

Based on Norwalk's requirements, 3SG Plus proposes the following software to accommodate all the functionality:

- **OnBase Essential package** (listed below is all the functionality/modules available)

OnBase functionality	Module Included
Content Repository	Multi-User Server Distributed Disk Services
Content Viewing	Native feature of OnBase CAD Document Viewer Client Named User Client Mobile Access for Android/iPhone/iPad/Windows Unity Client Server
Multi-Platform Access (Web, Mobile, etc.)	Combined Viewer Web Server StatusView OnBase Interaction with ShareBase Gateway Caching Server
Version Control	EDM Services
Records Management/Retention	Records Management Document Retention
Document Conversion	PDF Framework Conversion From Microsoft Office To Image Framework Conversion From Microsoft Office To Image Framework (Aspose)
Bulk File Import	AFP Input Filter PCL Input Filter PDF Input Filter Advanced COLD/ERM COLD/ERM XML Tag Import Processor Directory Import Processor Advanced Document Import Processor Document Import Processor XML Index Document Import Processor Remittance Processor
High Volume Batch Scanning	Production Document Imaging: (ISIS) / (Kofax or Twain) / (TWAIN) Disconnected Scanning Image Segment Archiver Desktop Document Imaging (Unlimited) Interactive Data Capture
BarCode Recognition	Bar Code Recognition Server Front Office Scanning
Speciality Scanning	Web Scanning Named User Express Scanning
Batch OCR	Asian Language OCR Full-Page OCR
Print Capture	Virtual Print Driver
Reporting Dashboards	Reporting Dashboards Report Mining
Integration for Microsoft Office	Integration for Microsoft Outlook Office Business Application
Single Sign-On	Single Sign-On for: Microsoft AD Service/Microsoft ADFS
Non-Programmatic Integration	Application Enabler Bar Code Generator
Metadata Search (Custom Queries)	Native feature of OnBase
Full-Text Search	Full-Text Search
User Authorization Management	Native feature of OnBase
Encryption (Alpha Keywords, Diskgroups)	Encrypted Alpha Keywords Encrypted Diskgroups



- **Integration for ESRI ArcGIS Server** – Allows users of Esri to link OnBase documents to features on maps. The integration provides a set of easy-to-use web links in the map application for query, point-and-click retrieval and archiving of OnBase documents related to map features. The integration is based on Esri's task framework and allows GIS administrators to easily imbed the OnBase web links into new or existing .Net based applications.

This will be a 3-year term subscription.



Pricing

Software Pricing

Module Name	Term	Annual cost
OnBase Essential Package (25 names licenses) Integration of Esri ArcGIS server	Year 1	\$30,000.00
OnBase Essential Package (25 named licenses) Integration of Esri ArcGIS server	Year 2	\$30,000.00
OnBase Essential Package (25 named licenses) Integration of Esri ArcGIS server	Year 3	\$30,000.00
Total Software Cost		\$90,000.00

***Year 1 term starts when the software order is placed with Hyland.**



Document Acceptance – Solution Proposal

Customer acknowledges that they have read and agree to the proposal as documented. Acceptance of this proposal is an agreement to pay the services as estimated and detailed above. In addition to approval signature, please also provide billing contact information and note that 3SG Plus has an environmentally friendly paperless back-office, requiring email invoice delivery.

CITY OF NORWALK:

Approver/Title	Signature	Date Signed
3SG PLUS LLC:		
Kumar Buvanendaran, Chief Executive Officer		5/1/2023
Approver/Title	Signature	Date Signed



RESOLUTION: MAKING APPROPRIATIONS FOR VARIOUS PUBLIC IMPROVEMENTS AGGREGATING \$48,440,692 FOR THE FISCAL YEAR 2023-2024 CAPITAL BUDGET AND AUTHORIZING THE ISSUANCE OF \$48,440,692 GENERAL OBLIGATION BONDS OF THE CITY TO MEET CERTAIN APPROPRIATIONS IN THE FISCAL YEAR 2023-2024 CAPITAL BUDGET

RESOLVED:

Section 1. Appropriations aggregating \$48,440,692 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 \$48,440,692 of bonds of the City are hereby authorized to be issued to fund the Projects in the amounts set forth on Exhibit B 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 the City’s Bond Counsel (currently Shipman & Goodwin LLP). 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 the City's Bond Counsel (currently Shipman & Goodwin LLP). 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.

EXHIBIT A
2023-2024 CAPITAL BUDGET APPROPRIATIONS

<u>Division</u>	<u>Department</u>	<u>Project Name</u>	<u>Proj ID</u>	<u>Approved</u>
FINANCE DEPT	ACCOUNTING & TREASURY	TIME & ATTENDANCE TIME CLOCKS	NEW	150,000
FINANCE DEPT	INFORMATION TECHNOLOGY	INFORMATION TECHNOLOGY PROJECTS	C0375	1,178,000
FINANCE DEPT	MANAGEMENT & BUDGETS	DIGITAL BUDGET BOOK	NEW	40,000
FINANCE DEPT Total				1,368,000
COMMUNITY SVCS	HEALTH ADMINISTRATION	SECURITY SYSTEM	NEW	45,000
COMMUNITY SVCS	LIBRARY ADMIN	INTEGRATED LIBRARY (ILS) UPGRADE	NEW	25,657
COMMUNITY SVCS	LIBRARY ADMIN	TECHNOLOGY UPGRADES	C0828	6,500
COMMUNITY SVCS	LIBRARY ADMIN	NORWALK NEWSPAPER DIGITIZATION	C0548	30,000
COMMUNITY SVCS	LIBRARY ADMIN	MAIN LIBRARY FIRST FLOOR CARPET	NEW	125,000
COMMUNITY SVCS	LIBRARY ADMIN	MAIN LIBRARY READING RM FURNITURE	NEW	20,000
COMMUNITY SVCS Total				252,157
POLICE DEPT	ADMINISTRATION	CARS & VANS	C0665	750,000
POLICE DEPT	ADMINISTRATION	YAMAHA OUTBOARD ENGINES	NEW	95,535
POLICE & COMB DISP Total				845,535
FIRE DEPARTMENT	FIREFIGHTING	SCBA FACEPIECE / REGULATOR REPLACE	C0310	454,000
FIRE DEPARTMENT	FIREFIGHTING	PROTECTIVE GEAR REPLACEMENT	NEW	200,000
FIRE DEPARTMENT	FIREFIGHTING	APPARATUS REPLACEMENT	C0437	1,900,000
FIRE DEPARTMENT	FIREFIGHTING	STATION 5 MEADOW ST BATHROOM	NEW	88,000
FIRE DEPARTMENT	FIREFIGHTING	VEHICLES -- FIRE MARSHAL STAFF	C0486	75,000
FIRE DEPARTMENT	FIREFIGHTING	BUILDING REPAIRS VARIOUS STATIONS	C0385	35,000
FIRE DEPARTMENT Total				2,752,000
ECD	ART COMMISSION	ARTS IN PUBLIC PLACES PROGRAM	C0804	200,000
ECD	ART COMMISSION	PUBLIC ART MAINTENANCE	NEW	10,000
ECD	CHIEF OF ECD	SMALL BUSINESS MAIN ST PROGRAM	C0773	150,000
ECD	CODE ENFORCEMENT	STREETSCAPE IMPROVEMENTS	C0806	150,000
ECD	P & Z COMMISSION	NORDEN FEASABILITY STUDY	NEW	50,000
ECD	P & Z COMMISSION	GENERAL CODE MAP LINK	NEW	28,000
ECD	TMP	ROADWAY DESIGN & RECONSTRUCTION	C0824	500,000
ECD	TMP	GREGORY BLVD AT 5TH ST/MARVIN	C0825	100,000
ECD	TMP	NEW SIDEWALK CONSTRUCTION	C0649	500,000
ECD	TMP	TRAFFIC SYSTEM ENHANCEMENT	C0528	60,000
ECD	TMP	SEAVIEW AVENUE CORRIDOR IMPROVE	C0599	100,000
ECD	TMP	SAFE ROUTES TO SCHOOL	C0441	250,000
ECD	TMP	TRACY MAGNET CIRCULATION IMPROVE	NEW	500,000
ECD	TMP	WALL STREET CORRIDOR IMPROVE	C0800	500,000
ECD	TMP	PAVEMENT MARKINGS & SIGNAGE	C0562	200,000

<u>Division</u>	<u>Department</u>	<u>Project Name</u>	<u>Proj ID</u>	<u>Approved</u>
ECD	TMP	EAST AVENUE CORRIDOR IMPROVE	NEW	300,000
ECD	TMP	NORWALK RIVER VALLEY TRAIL	C0777	300,000
ECD	TMP	STREETLIGHTS	NEW	75,000
ECD	TMP	PROTECTED CROSSWALKS	C0581	30,000
ECD	TMP	HUNT STREET/ WITCH LANE SIDEWALKS	C0775	350,000
ECD	BUSINESS DEV & TOURISM	NORWALK SPECIAL EVENTS	NEW	150,000
ECD	HISTORICAL COMMISSION	L-M MANSION CODE & REPAIR	C0186	1,250,000
ECD	HISTORICAL COMMISSION	MUSEUM COLLECTION	C0533	10,000
ECD	HISTORICAL COMMISSION	CEMETERY SITE WORK	C0294	10,000
ECD	HISTORICAL COMMISSION	LOCKWOOD HOUSE - ADA	C0549	75,000
ECD	REDEVELOPMENT	URBAN CORE INFRASTRUCTURE	C0663	250,000
<i>ECD Total</i>				<i>6,098,000</i>
OPERATIONS & PW	OPERATIONS	ELECTRICAL UPGRADES / CHARGING STA	NEW	50,000
OPERATIONS & PW	SOLID WASTE	TRUCK SCALE REPLACEMENT	C0798	100,000
OPERATIONS & PW	ENGINEERING	STRUCTURAL INSPECTION / REPAIRS	C0617	235,000
OPERATIONS & PW	ENGINEERING	BRIDGE REPAIRS	C0315	450,000
OPERATIONS & PW	ENGINEERING	WEST CEDAR STREET BRIDGE	C0642	100,000
OPERATIONS & PW	ENGINEERING	PERRY AVENUE BRIDGE RAILS	NEW	75,000
OPERATIONS & PW	ENGINEERING	PAVEMENT MANAGEMENT PROGRAM	C0021	7,000,000
OPERATIONS & PW	ENGINEERING	SIDEWALKS AND CURBS	C0318	2,500,000
OPERATIONS & PW	ENGINEERING	GENERAL DRAINAGE	C0302	400,000
OPERATIONS & PW	ENGINEERING	FOOTPATH REPLACEMENT	C0503	200,000
OPERATIONS & PW	ENGINEERING	WATERCOURSE MAINTENANCE	C0440	2,000,000
OPERATIONS & PW	ENGINEERING	STORMWATER MANAGEMENT PLAN	C0425	100,000
OPERATIONS & PW	ENGINEERING	EAST AVENUE RDWY & BRIDGE	C0471	1,000,000
OPERATIONS & PW	ENGINEERING	ELIZABETH ST STREETScape	C0819	100,000
OPERATIONS & PW	ENGINEERING	GRANT LOCAL MATCHING FUNDS	C0816	450,000
OPERATIONS & PW	FLEET MAINTENANCE	FLEET REPLACEMENT	C0313	600,000
OPERATIONS & PW	BUILDING MAINTENANCE	CITY HALL REPAIRS & IMPROVEMENTS	C0439	155,000
OPERATIONS & PW	BUILDING MAINTENANCE	ROOSEVELT CENTER IMPROVEMENTS	NEW	535,000
OPERATIONS & PW	BUILDING MAINTENANCE	BEN FRANKLIN IMPROVEMENTS	C0295	280,000
OPERATIONS & PW	BUILDING MAINTENANCE	NATHANIEL ELY IMPROVEMENTS	C0266	275,000
OPERATIONS & PW	BUILDING MAINTENANCE	PUBLIC WORKS CENTER IMPROVEMENTS	C0119	420,000
OPERATIONS & PW	BUILDING MAINTENANCE	VARIOUS CITY BLDG REPAIRS	C0476	50,000
OPERATIONS & PW	BUILDING MAINTENANCE	POLICE FACILITIES	C0137	200,000
OPERATIONS & PW	BUILDING MAINTENANCE	VARIOUS BLDGS ENERGY CONSERVATION	C0327	30,000
OPERATIONS & PW	BUILDING MAINTENANCE	MAIN LIBRARY	C0133	20,000
OPERATIONS & PW	BUILDING MAINTENANCE	ENVIRONMENTAL REMEDIATION	C0543	20,000

<u>Division</u>	<u>Department</u>	<u>Project Name</u>	<u>Proj ID</u>	<u>Approved</u>
OPERATIONS & PW	PARK MAINTENANCE	PARKS GARAGE REPAIRS	C0472	250,000
OPERATIONS & PW	PARK MAINTENANCE	VEHICLES	C0486	110,000
OPERATIONS & PW	PARK MAINTENANCE	CALF PASTURE BEACH	C0365	150,000
OPERATIONS & PW	PARK MAINTENANCE	BASKETBALL & TENNIS COURTS	C0321	475,000
OPERATIONS & PW	PARK MAINTENANCE	SCHOOL & PARK PLAYGROUNDS	C0364	210,000
OPERATIONS & PW	PARK MAINTENANCE	ATHLETIC FIELDS	C0771	50,000
OPERATIONS & PW	PARK MAINTENANCE	VETERANS PARK	C0367	1,800,000
OPERATIONS & PW	PARK MAINTENANCE	TREE PLANTING	C0830	50,000
OPERATIONS & PW	PARK MAINTENANCE	PAVING SIDEWALK PROJECTS	C0588	50,000
OPERATIONS & PW	PARK MAINTENANCE	BACKSTOPS AND FENCING	C0131	50,000
OPERATIONS & PW	PARK MAINTENANCE	CRANBURY PARK	C0366	250,000
OPERATIONS & PW	PARK MAINTENANCE	OYSTER SHELL PARK	C0821	100,000
OPERATIONS & PW	PARK MAINTENANCE	PARKS SUSTAINABILITY	NEW	160,000
OPERATIONS & PW	PARK MAINTENANCE	OPEN SPACE FUND	C0372	50,000
OPERATIONS & PW	PARK MAINTENANCE	CASAGRANDE FIELD & SCOREBOARD	C0820	100,000
OPERATIONS & PW	WPCA	COLLECTIONS SYSTEM REHABILITATION	C0361	10,850,000
OPERATIONS & PW Total				32,050,000
BOARD OF ED	PUBLIC SCHOOL	BAND INSTRUMENTS REPLACE	NEW	300,000
BOARD OF ED	PUBLIC SCHOOL	ENHANCEMENT TO SCHOOL SECURITY	C0537	1,000,000
BOARD OF ED	PUBLIC SCHOOL	INSTRUCTIONAL TECHNOLOGY	C0112	800,000
BOARD OF ED	PUBLIC SCHOOL	BROOKSIDE MONTESSORI PROGRAM EXP	NEW	75,000
BOARD OF ED	PUBLIC SCHOOL	CURRICULUM MATERIALS & TEXTBOOKS	C0609	100,000
BOARD OF ED	PUBLIC SCHOOL	AIR CONDITIONING PROGRAM	C0652	650,000
BOARD OF ED	PUBLIC SCHOOL	CAPITAL REPAIRS AND REPLACEMENT	C0587	50,000
BOARD OF ED	PUBLIC SCHOOL	SCHOOL DISTRICT PAVING & ADA COMP	C0516	100,000
BOARD OF ED	PUBLIC SCHOOL	FUEL TANK REPLACEMENT	C0789	500,000
BOARD OF ED	PUBLIC SCHOOL	SCHOOL PROJECTS	NEW	250,000
BOARD OF ED	PUBLIC SCHOOL	BOE ASBESTOS ABATEMENT PROGRAM	C0595	100,000
BOARD OF ED	PUBLIC SCHOOL	BMHS / CGS COOLING PLANT UPGRADE	NEW	100,000
BOARD OF EDUCATION Total				4,025,000
PARKING AUTH	PARKING AUTHORITY	PARKING GARAGES	C0303	850,000
PARKING AUTH	PARKING AUTHORITY	REVENUE CONTROL EQUIPMENT	C0465	200,000
PARKING AUTHORITY Total				1,050,000
Grand Total				48,440,692
		Less WPCA (Enterprise)		(10,850,000)
		Less Parking Authority (Enterprise)		(1,050,000)
		Total City and Board of Ed only		36,540,692

EXHIBIT B
2023-2024 CAPITAL BUDGET BONDING

<u>Division</u>	<u>Department</u>	<u>Project Name</u>	<u>Proj ID</u>	<u>Approved</u>
FINANCE DEPT	ACCOUNTING & TREASURY	TIME & ATTENDANCE TIME CLOCKS	NEW	150,000
FINANCE DEPT	INFORMATION TECHNOLOGY	INFORMATION TECHNOLOGY PROJECTS	C0375	1,178,000
FINANCE DEPT	MANAGEMENT & BUDGETS	DIGITAL BUDGET BOOK	NEW	40,000
FINANCE DEPT Total				1,368,000
COMMUNITY SVCS	HEALTH ADMINISTRATION	SECURITY SYSTEM	NEW	45,000
COMMUNITY SVCS	LIBRARY ADMIN	INTEGRATED LIBRARY (ILS) UPGRADE	NEW	25,657
COMMUNITY SVCS	LIBRARY ADMIN	TECHNOLOGY UPGRADES	C0828	6,500
COMMUNITY SVCS	LIBRARY ADMIN	NORWALK NEWSPAPER DIGITIZATION	C0548	30,000
COMMUNITY SVCS	LIBRARY ADMIN	MAIN LIBRARY FIRST FLOOR CARPET	NEW	125,000
COMMUNITY SVCS	LIBRARY ADMIN	MAIN LIBRARY READING RM FURNITURE	NEW	20,000
COMMUNITY SVCS Total				252,157
POLICE DEPT	ADMINISTRATION	CARS & VANS	C0665	750,000
POLICE DEPT	ADMINISTRATION	YAMAHA OUTBOARD ENGINES	NEW	95,535
POLICE & COMB DISP Total				845,535
FIRE DEPARTMENT	FIREFIGHTING	SCBA FACEPIECE / REGULATOR REPLACE	C0310	454,000
FIRE DEPARTMENT	FIREFIGHTING	PROTECTIVE GEAR REPLACEMENT	NEW	200,000
FIRE DEPARTMENT	FIREFIGHTING	APPARATUS REPLACEMENT	C0437	1,900,000
FIRE DEPARTMENT	FIREFIGHTING	STATION 5 MEADOW ST BATHROOM	NEW	88,000
FIRE DEPARTMENT	FIREFIGHTING	VEHICLES -- FIRE MARSHAL STAFF	C0486	75,000
FIRE DEPARTMENT	FIREFIGHTING	BUILDING REPAIRS VARIOUS STATIONS	C0385	35,000
FIRE DEPARTMENT Total				2,752,000
ECD	ART COMMISSION	ARTS IN PUBLIC PLACES PROGRAM	C0804	200,000
ECD	ART COMMISSION	PUBLIC ART MAINTENANCE	NEW	10,000
ECD	CHIEF OF ECD	SMALL BUSINESS MAIN ST PROGRAM	C0773	150,000
ECD	CODE ENFORCEMENT	STREETSCAPE IMPROVEMENTS	C0806	150,000
ECD	P & Z COMMISSION	NORDEN FEASABILITY STUDY	NEW	50,000
ECD	P & Z COMMISSION	GENERAL CODE MAP LINK	NEW	28,000
ECD	TMP	ROADWAY DESIGN & RECONSTRUCTION	C0824	500,000
ECD	TMP	GREGORY BLVD AT 5TH ST/MARVIN	C0825	100,000
ECD	TMP	NEW SIDEWALK CONSTRUCTION	C0649	500,000
ECD	TMP	TRAFFIC SYSTEM ENHANCEMENT	C0528	60,000
ECD	TMP	SEAVIEW AVENUE CORRIDOR IMPROVE	C0599	100,000
ECD	TMP	SAFE ROUTES TO SCHOOL	C0441	250,000
ECD	TMP	TRACY MAGNET CIRCULATION IMPROVE	NEW	500,000
ECD	TMP	WALL STREET CORRIDOR IMPROVE	C0800	500,000
ECD	TMP	PAVEMENT MARKINGS & SIGNAGE	C0562	200,000

<u>Division</u>	<u>Department</u>	<u>Project Name</u>	<u>Proj ID</u>	<u>Approved</u>
ECD	TMP	EAST AVENUE CORRIDOR IMPROVE	NEW	300,000
ECD	TMP	NORWALK RIVER VALLEY TRAIL	C0777	300,000
ECD	TMP	STREETLIGHTS	NEW	75,000
ECD	TMP	PROTECTED CROSSWALKS	C0581	30,000
ECD	TMP	HUNT STREET/ WITCH LANE SIDEWALKS	C0775	350,000
ECD	BUSINESS DEV & TOURISM	NORWALK SPECIAL EVENTS	NEW	150,000
ECD	HISTORICAL COMMISSION	L-M MANSION CODE & REPAIR	C0186	1,250,000
ECD	HISTORICAL COMMISSION	MUSEUM COLLECTION	C0533	10,000
ECD	HISTORICAL COMMISSION	CEMETERY SITE WORK	C0294	10,000
ECD	HISTORICAL COMMISSION	LOCKWOOD HOUSE - ADA	C0549	75,000
ECD	REDEVELOPMENT	URBAN CORE INFRASTRUCTURE	C0663	250,000
<i>ECD Total</i>				<i>6,098,000</i>
OPERATIONS & PW	OPERATIONS	ELECTRICAL UPGRADES / CHARGING STA	NEW	50,000
OPERATIONS & PW	SOLID WASTE	TRUCK SCALE REPLACEMENT	C0798	100,000
OPERATIONS & PW	ENGINEERING	STRUCTURAL INSPECTION / REPAIRS	C0617	235,000
OPERATIONS & PW	ENGINEERING	BRIDGE REPAIRS	C0315	450,000
OPERATIONS & PW	ENGINEERING	WEST CEDAR STREET BRIDGE	C0642	100,000
OPERATIONS & PW	ENGINEERING	PERRY AVENUE BRIDGE RAILS	NEW	75,000
OPERATIONS & PW	ENGINEERING	PAVEMENT MANAGEMENT PROGRAM	C0021	7,000,000
OPERATIONS & PW	ENGINEERING	SIDEWALKS AND CURBS	C0318	2,500,000
OPERATIONS & PW	ENGINEERING	GENERAL DRAINAGE	C0302	400,000
OPERATIONS & PW	ENGINEERING	FOOTPATH REPLACEMENT	C0503	200,000
OPERATIONS & PW	ENGINEERING	WATERCOURSE MAINTENANCE	C0440	2,000,000
OPERATIONS & PW	ENGINEERING	STORMWATER MANAGEMENT PLAN	C0425	100,000
OPERATIONS & PW	ENGINEERING	EAST AVENUE RDWY & BRIDGE	C0471	1,000,000
OPERATIONS & PW	ENGINEERING	ELIZABETH ST STREETScape	C0819	100,000
OPERATIONS & PW	ENGINEERING	GRANT LOCAL MATCHING FUNDS	C0816	450,000
OPERATIONS & PW	FLEET MAINTENANCE	FLEET REPLACEMENT	C0313	600,000
OPERATIONS & PW	BUILDING MAINTENANCE	CITY HALL REPAIRS & IMPROVEMENTS	C0439	155,000
OPERATIONS & PW	BUILDING MAINTENANCE	ROOSEVELT CENTER IMPROVEMENTS	NEW	535,000
OPERATIONS & PW	BUILDING MAINTENANCE	BEN FRANKLIN IMPROVEMENTS	C0295	280,000
OPERATIONS & PW	BUILDING MAINTENANCE	NATHANIEL ELY IMPROVEMENTS	C0266	275,000
OPERATIONS & PW	BUILDING MAINTENANCE	PUBLIC WORKS CENTER IMPROVEMENTS	C0119	420,000
OPERATIONS & PW	BUILDING MAINTENANCE	VARIOUS CITY BLDG REPAIRS	C0476	50,000
OPERATIONS & PW	BUILDING MAINTENANCE	POLICE FACILITIES	C0137	200,000
OPERATIONS & PW	BUILDING MAINTENANCE	VARIOUS BLDGS ENERGY CONSERVATION	C0327	30,000
OPERATIONS & PW	BUILDING MAINTENANCE	MAIN LIBRARY	C0133	20,000
OPERATIONS & PW	BUILDING MAINTENANCE	ENVIRONMENTAL REMEDIATION	C0543	20,000

<u>Division</u>	<u>Department</u>	<u>Project Name</u>	<u>Proj ID</u>	<u>Approved</u>
OPERATIONS & PW	PARK MAINTENANCE	PARKS GARAGE REPAIRS	C0472	250,000
OPERATIONS & PW	PARK MAINTENANCE	VEHICLES	C0486	110,000
OPERATIONS & PW	PARK MAINTENANCE	CALF PASTURE BEACH	C0365	150,000
OPERATIONS & PW	PARK MAINTENANCE	BASKETBALL & TENNIS COURTS	C0321	475,000
OPERATIONS & PW	PARK MAINTENANCE	SCHOOL & PARK PLAYGROUNDS	C0364	210,000
OPERATIONS & PW	PARK MAINTENANCE	ATHLETIC FIELDS	C0771	50,000
OPERATIONS & PW	PARK MAINTENANCE	VETERANS PARK	C0367	1,800,000
OPERATIONS & PW	PARK MAINTENANCE	TREE PLANTING	C0830	50,000
OPERATIONS & PW	PARK MAINTENANCE	PAVING SIDEWALK PROJECTS	C0588	50,000
OPERATIONS & PW	PARK MAINTENANCE	BACKSTOPS AND FENCING	C0131	50,000
OPERATIONS & PW	PARK MAINTENANCE	CRANBURY PARK	C0366	250,000
OPERATIONS & PW	PARK MAINTENANCE	OYSTER SHELL PARK	C0821	100,000
OPERATIONS & PW	PARK MAINTENANCE	PARKS SUSTAINABILITY	NEW	160,000
OPERATIONS & PW	PARK MAINTENANCE	OPEN SPACE FUND	C0372	50,000
OPERATIONS & PW	PARK MAINTENANCE	CASAGRANDE FIELD & SCOREBOARD	C0820	100,000
OPERATIONS & PW	WPCA	COLLECTIONS SYSTEM REHABILITATION	C0361	10,850,000
OPERATIONS & PW Total				32,050,000
BOARD OF ED	PUBLIC SCHOOL	BAND INSTRUMENTS REPLACE	NEW	300,000
BOARD OF ED	PUBLIC SCHOOL	ENHANCEMENT TO SCHOOL SECURITY	C0537	1,000,000
BOARD OF ED	PUBLIC SCHOOL	INSTRUCTIONAL TECHNOLOGY	C0112	800,000
BOARD OF ED	PUBLIC SCHOOL	BROOKSIDE MONTESSORI PROGRAM EXP	NEW	75,000
BOARD OF ED	PUBLIC SCHOOL	CURRICULUM MATERIALS & TEXTBOOKS	C0609	100,000
BOARD OF ED	PUBLIC SCHOOL	AIR CONDITIONING PROGRAM	C0652	650,000
BOARD OF ED	PUBLIC SCHOOL	CAPITAL REPAIRS AND REPLACEMENT	C0587	50,000
BOARD OF ED	PUBLIC SCHOOL	SCHOOL DISTRICT PAVING & ADA COMP	C0516	100,000
BOARD OF ED	PUBLIC SCHOOL	FUEL TANK REPLACEMENT	C0789	500,000
BOARD OF ED	PUBLIC SCHOOL	SCHOOL PROJECTS	NEW	250,000
BOARD OF ED	PUBLIC SCHOOL	BOE ASBESTOS ABATEMENT PROGRAM	C0595	100,000
BOARD OF ED	PUBLIC SCHOOL	BMHS / CGS COOLING PLANT UPGRADE	NEW	100,000
BOARD OF EDUCATION Total				4,025,000
PARKING AUTH	PARKING AUTHORITY	PARKING GARAGES	C0303	850,000
PARKING AUTH	PARKING AUTHORITY	REVENUE CONTROL EQUIPMENT	C0465	200,000
PARKING AUTHORITY Total				1,050,000
Grand Total				48,440,692
		Less WPCA (Enterprise)		(10,850,000)
		Less Parking Authority (Enterprise)		(1,050,000)
		Total City and Board of Ed only		36,540,692

ARPA Projects Request by Departments
DEPT: Office of Building Management

City of Norwalk Munis General Ledger Account Number	Name	ARPA Project #	ARPA Project Expenditure Category	SubCategory	Project Description	Amount
134030-5796-ABL01	Norwalk Community Recreation Center at 98 South Main Street	ABL01	2 Expenditure Category: Negative Economic Impacts	2.22 Strong Healthy Communities: Neighborhood Features that Promote Health and Safety^	Renovation of existing community center and construction of a new gym structure	5,374,000

CFO APPROVAL

CHIEF OF STAFF APPROVAL

INTERNAL USE:

FINANCE AND CLAIMS DATE

COMMON COUNCIL DATE

^Denotes areas where recipients must report on whether projects are primarily serving disproportionately impacted communities.

ARPA Projects Request by Departments
 DEPT: PUBLIC WORKS

City of Norwalk Munis General Ledger Account Number	Name	ARPA Project #	ARPA Project Expenditure Category	SubCategory	Project Description	Amount
			3 Expenditure Category: Services to Disproportionately Impacted Communities	3.4 Public Sector Capacity: Effective Service Delivery	Improving the condition of city streets and roads to sustain or improve the average pavement condition index (PCI)	\$ 1,150,000.00
134010-5796-APW10	Pavement Management Program	APW10				
			3 Expenditure Category: Services to Disproportionately Impacted Communities	3.4 Public Sector Capacity: Effective Service Delivery	Solid Waste Management plan and action to improve efficiency and sustainability	\$ 250,000.00
134010-5796-APW11	Municipal Solid Waste Disposal Service	APW11				

CFO APPROVAL

CHIEF OF STAFF APPROVAL

INTERNAL USE:

FINANCE AND CLAIMS DATE

COMMON COUNCIL DATE

ARPA Projects Request by Departments
DEPT: Parks and Recreation

City of Norwalk Munis General Ledger Account Number	Name	ARPA Project #	ARPA Project Expenditure Category	SubCategory	Project Description	Amount
134010-5796-ARP04	Park land, Natural turf and Tree management Improvement Project- Two Year Project	ARP04	3 Expenditure Category: Services to Disproportionately Impacted Communities	3.4 Public Sector Capacity: Effective Service Delivery	Hire a Horticulturalist/Arborist on a two year project. to 1.) design maintenance programs that will increase the health of our Parks and to a level that can be organically managed. This will allow the Department to continue to management our lands and be in compliance with our Pesticide and Herbicide restrictions. 2.) Assist the department in the implementation of the Tree Master Plan which is being developed now By PlantiT- Geo, our Consultant.	\$160,000

CFO APPROVAL

CHIEF OF STAFF APPROVAL

INTERNAL USE:

FINANCE AND CLAIMS DATE

COMMON COUNCIL DATE



<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
B&F Electric	Cleaning Supplies	400,000
Supply House	Hepa Filters	140,000
North Eastern	Air Handler Filters	90,000
Home Depot USA	Construction And Maintenance Supplies	70,000
North East Electrical	Maintenance Supplies	60,000
Home Depot USA	Maintenance Supplies	50,000
Torrington Supplies	Paint & Supplies	30,000
Ring's End	Palmer's Electric	25,000
Palmer's Supplies	Electric Supplies	20,000
Swan Associates	HVAC Supplies	13,000
Bradman's Equipment	Plumbing And Heating Supplies	10,000
US Electrical	Plumbing & HVAC Supplies	10,000
	Subtotal Facilities	\$918,000
WB Mason	General Health Supplies	11,000
RLW Supplies	General Health Supplies	7,500
	Subtotal Health Supplies	\$18,500
ReThinkEd	This is the RBT behavioral data platform.	150,000
World Language Digital Text Licenses	Digital access to all texts will expire in fall 2021 - cost TBD; Language specific licenses with various publishers	140,000
Wheels bus tokens	This is for our Next steps and Project search student as well as CGS and district wide needs	100,000
Symphony Math District Licensing 12 Schools	Foundational Numeracy intervention program for all students in grades K-6 to support MLSS	76,172
Newsela District License	Provide Grades 6-12 Teachers access to secondary content to align ELA & Social Studies Curriculum Maps split with Science &	68,530
InnerOrbit District License	Assessment tool to support the curriculum in grades 3-12	35,174
IXL District Licensing	Instructional tool to support the 6-12 students that are in tier 1, tier 2 and Tier 3	34,856
Milestone C Content Fee Existing Courses - Middle School	Instructional software to enhance the Milestone C robotics & Engineering curriculum implementation	27,000
Exemplars Library/Software K-8 Renewal including Spanish access	Continues to support problem solving in K-8 math	13,000
	Subtotal Curriculum Supplies	\$644,732

Powerschool (Student Information System)	Licensing for Student Information System; plugins such as incident reporting	205,000
MAN Support (Digital Back Office)	Fees for Fiber Network	140,000
Microsoft Licensing A3 (SHI)	Operating System and Office Licensing Agreement	110,000
	Subtotal Information Technology	\$455,000
City of Norwalk	Police coverage for athletic contests, PD lot officers at schools, extra police for school events, etc.	125,000
Kids In Crisis	Social work services at high schools	120,000
McClosky Insurance	Athletic insurance districtwide coverage	70,000
Town of Wilton	Girls ice hockey per student charge paid to host town (NHS, BMHS, Ptech, CGS)	42,000
Crystal Ice Rinks (SONO)	Boys Ice hockey rink rental (NHS, BMHS, Ptech, CGS)	35,000
Agile Sports Technology dba Hudl	Hudl NHS & BMHS athletic training and recruiting video services	30,000
Durham	Buses for boys ice hockey (NHS, BMHS, Ptech, CGS)	13,000
City of Norwalk (BOE)	Hockey coach stipends paid to employees (NHS, BMHS, Ptech, CGS)	10,000
Local live networks, inc.	Athletics live streaming	9,000
Norwalk Hospital	EMS charges for athletic events (NHS, BMHS, Ptech, CGS)	6,000
Durham	Buses for girls ice hockey (NHS, BMHS, Ptech, CGS)	3,200
	Subtotal School Based	463,200
	GRAND TOTAL	2,499,432

Chapter 17A, Arts Commission, is hereby amended in its entirety to read as follows:

Chapter 17A

ARTS AND CULTURE COMMISSION

§ 17A-1. Commission; Purpose.

There shall be a Commission known as the "Norwalk Arts and Culture Commission" (the "Commission"). The purpose of the Commission shall be to serve as stewards for the City of Norwalk's public art collection and cultural assets. The Commission shall also promote the educational, cultural, economic, and general welfare of the public through the marketing of arts and cultural attractions, as well as encourage, facilitate, and cooperate with artists and artistic and cultural enterprises and organizations for the development of the creative, performing, and visual arts as well as cultural activities in the City of Norwalk. The Commission shall be deemed a "cultural district commission" for purposes of Section 10-401a of the Connecticut General Statutes, as the same may be amended from time to time (the "Act").

§ 17A-2. Definition.

"Cultural District" means each area within the City of Norwalk designated by the Common Council from time to time as a Cultural District in accordance with the provisions of the Act. A map of each Cultural District as so designated shall be available from the Department of Economic and Community Development or other Department designated by the Mayor.

§ 17A-3. Membership.

- A. The Commission shall consist of nine regular members appointed by the Mayor with the consent of the Common Council. All regular members shall be electors of the City of Norwalk, and a majority of the regular members must live or work in a Cultural District.
- B. Not less than seven regular members of the Commission must represent the Norwalk arts and culture community, including at least one representative from each of the following categories:
 - (1) local cultural or arts council,
 - (2) cultural organizations (i.e., historical society, museum, ethnic heritage organization),
 - (3) artists that live and/or work in a Cultural District,
 - (4) organizations that represent artists (artist cooperative, etc.), if applicable,
 - (5) for-profit creative businesses (i.e., theatre or gallery), and

(6) local business and/or chamber of commerce.

Any regular member of the Commission may represent more than one of the foregoing categories.

- C. Regular members shall be designated to serve staggered three-year terms. Any regular member may be removed by the Mayor for failure to attend three or more meetings of the Commission, without reasonable excuse, within a calendar year. Any vacancy for any reason in the position of a regular member shall be filled by the Mayor with the consent of the Common Council for the unexpired portion of the term of the member whose place becomes vacant.
- D. The Commission may also include up to three ex officio members, appointed by the Mayor with the consent of the Common Council. Each ex officio member must be affiliated with a Norwalk arts and cultural organization, but need not be an elector of the City of Norwalk. Ex officio members may fully participate in meetings of the Commission, but without being counted towards quorum requirements and without the right to vote. Ex officio members shall be appointed for three-year terms. Any ex officio member may be removed by the Mayor for the failure to attend three or more meetings of the Commission, without reasonable excuse, within a calendar year. Any vacancy for any reason in the position of an ex officio member may be, but is not required to be, filled by the Mayor, with the consent of the Common Council, for the unexpired portion of the term of the ex officio member whose place becomes vacant.

§ 17A-4. Officers; Operation.

- A. The Mayor shall appoint a Chair and Vice Chair of the Commission who shall each serve for a term of three years or until the earlier of their resignation, death, removal, or the expiration of their term on the Commission. No Chair or Vice Chair shall serve more than two consecutive terms in such position.
- B. The Chair shall be responsible for presiding over meetings of the Commission, establishing a meeting schedule, and appointing members to any subcommittee(s) established by the Commission. The Vice-Chair shall chair meetings in the event of absence of the Chair.
- C. The Business Development and Tourism Department, or other Department designated by the Mayor, shall provide administrative support to the Commission.

Section 17A-5. Powers and Duties.

- A. The Commission shall have such powers and duties as may be necessary or desirable for the purpose of carrying out the provisions of the Act and as may otherwise be designated by the Common Council from time to time. In furtherance of the foregoing, but not by way of limitation, the Commission shall:

(1) Assist the Mayor and Common Council in the determination and

establishment of Cultural Districts;

- (2) Prepare and maintain an inventory and asset map of the cultural and artistic resources of the City by each subject deemed to be of significance by the Commission; and
- (3) Develop and manage an Arts and Cultural Plan as a guiding document for the Commission, which shall include, but not be limited to, the following:
 - (a) the goals and objectives of the Commission, including goals and success measures for Cultural Districts,
 - (b) a management plan for the maintenance and preservation of the City's arts and cultural resources, and
 - (c) a marketing plan for the promotion of the City's arts and cultural resources.

B. In no event shall the acts or proposed acts of the Commission conflict with the lawful designated duties of any other body or commission of the City of Norwalk.

§ 17A-6. Acceptance of Public Art.

- A. The Commission shall review any proposed gift or donation to the City of any piece of Public Art (as defined below) and make a recommendation to the Mayor and Common Council as to whether such gift or donation should be accepted or rejected and, if accepted, the proposed location of such piece of Public Art in the City. Upon receipt of such recommendation, which shall not be binding on the Mayor or Common Council, the Mayor and Common Council shall review and make a determination as to whether to approve such gift or donation, including the proposed location of such gift or donation, in accordance with City and Common Council policy and procedures.
- B. For purposes of this Chapter, the term "Public Art" means works of art in all artistic disciplines that are created or designed for, built, or displayed in a community space and accessible to all (public) for the benefit of residents and visitors. Public art may include murals, sculptures, temporary installations, art shows, and festivals and other types of artistic expression.

§ 17A-7. Establishment of the Norwalk Arts and Cultural District Account; Investment.

- A. There is hereby established an account known as the Norwalk Arts and Cultural District Account (the "Cultural District Account"). The Cultural District Account is established under authority of the Connecticut General Statutes for the exclusive purpose of funding activities in a Cultural District that implement or promote the purpose of this Chapter. The Account shall consist of the following:

- (1) Funds attributable to sponsorships or underwriting of specific cultural or artistic events and/or programming within a Cultural District. Such sponsorships or underwriting shall be approved in accordance with City and Common Council policy and procedures; provided, however, that such approval shall not be required for any individual sponsorship or underwriting that does not exceed \$20,000 in the aggregate;
 - (2) Any funds from any source designated to be added to the Cultural District Account to be used exclusively for cultural or artistic events and/or programming within a Cultural District; and
 - (3) All investment income earned by the Cultural District Account.
- B. All of the monies in the Cultural District Account shall at all times be subject to withdrawal for use as provided in this Chapter. All or any part of the monies in the Cultural District Account may be invested in any manner in which public funds may be lawfully invested. No sums contained in the Cultural District Account, including interest and dividends earned, shall be transferred to any other account within the City budget or used for any purpose not provided for in this Chapter.
- C. Any budget proposed by the Mayor or approved by the Common Council, and any appropriation made for the arts and cultural enrichment of the City, shall not be reduced, ratably or otherwise, in consideration of any moneys in the Cultural District Account. Expenditures from the Cultural District Account shall add to and not replace budgets and appropriations which also serve the purposes of the Cultural District Account.
- D. The continuation of the Cultural District Account shall be perpetual notwithstanding that from time to time said account may be unfunded. Funds in the Cultural District Account shall not lapse at the end of the City's fiscal year.

§ 17A-8. Expenditures from the Cultural District Account; Administration.

- A. Any funds held in the Cultural District Account pursuant to Section 7(A)(1) of this Chapter shall be expended in accordance with the terms of the applicable sponsorship or underwriting. All other funds held in the Cultural District Account shall be expended in accordance with (1) the Arts and Cultural Plan and (2) any applicable guidelines prepared by the Business Development and Tourism Department and approved by the Common Council.
- B. No expenditure of funds from the Cultural District Account shall be in excess of the available balance in the fund.
- C. No officer or employee of the City, or any member of their immediate family, may receive a financial benefit from or have a direct or indirect personal or financial conflict of interest in any Person that receives funds from the Cultural District

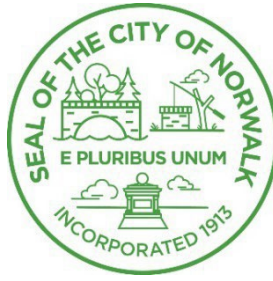
Account. Terms used in this subparagraph not otherwise defined in this Chapter shall have the meanings given in § 32-3 of the Norwalk City Code, as the same may be amended.

§ 17A-9. Cultural District Account Reporting.

The Chief of Economic and Community Development or their designee shall, on an annual basis or as otherwise requested by the Common Council, prepare and deliver a written report to the Common Council of the amount in the Cultural District Account and deposits and expenditures therefrom.

Effective Date.

The foregoing amendments to Chapter 17A shall be effective July 1, 2023.



Contract Staff Summary

Department/Staff Contact	Deanna D'Amore Theresa Argondezzi (Acting Health Director, 5/20 – 5/29)
Common Council Committee	Community Services Committee
Date Approved by Committee	5/18/23
Purpose/Scope	The Norwalk Health Department has worked with a vendor, Henry Schein, for many years for our medical supply needs. More recently, we began working with Henry Schein on a department capital project, updating/upgrading our two existing exam rooms. During this process, we have been presented with an option to join their Group Purchasing Organization (GPO) through Veira. A GPO creates contracts with manufacturers and distributors to get lower than market costs. These costs are only available to GPO members. Veira will look at where the largest spend of their members is going for a given product category, and contract with one to four manufacturers for that product category. Unlike other GPOs, Veira does not require us to commit to contracted brands. The specific agreement with Veira has a No Obligation to Purchase, meaning we would not be obligated to make any purchase under this agreement. Veira would assist us with cost savings and could enter into agreements for savings. After joining, we are able to exit/withdraw from the GPO in real time with no advanced warning needed to be given. We anticipate added savings to our capital project by about \$6,000.00, and we would look forward to future cost saving opportunities on medical supplies we already purchase from Henry Schein. We have discussed the above with the Chief Financial Officer and the Purchasing Agent, and they have advised us to move forward with the contract agreement.
Vendor (Indicate if new or existing vendor)	Veira
Term of Contract	The initial term of this Agreement will be for one year. Thereafter, the Agreement automatically renews for one-year periods on each anniversary of the Effective Date unless terminated.

Method of Procurement (Indicate if sole source)	N/A
Cost of Contract	There is no obligation to make any purchase under this Agreement.
Funding Source/Account Number	09212012 – Capital Expense 0120-70-5322 – Operating Budget
Additional Information/Other Details	



CITY OF NORWALK

Norwalk Health Department

To: Members of the Common Council
From: Deanna D'Amore, Director of Health
Re: Group Purchasing Participation Agreement
Date: May 15, 2023

The Norwalk Health Department has worked with a vendor, Henry Schein, for many years for our medical supply needs. More recently, we began working with Henry Schein on a department capital project, updating/upgrading our two existing exam rooms. During this process, we have been presented with an option to join their Group Purchasing Organization (GPO) through Veira. A GPO creates contracts with manufacturers and distributors to get lower than market costs. These costs are only available to GPO members. Veira will look at where the largest spend of their members is going for a given product category, and contract with one to four manufacturers for that product category. Unlike other GPOs, Veira does not require us to commit to contracted brands.

The specific agreement with Veira has a No Obligation to Purchase, meaning we would not be obligated to make any purchase under this agreement. Veira would assist us with cost savings and could enter into agreements for savings. After joining, we are able to exit/withdraw from the GPO in real time with no advanced warning needed to be given.

We are very interested in joining this GPO as it will add savings to our capital project by about \$6,000.00, and we would look forward to future cost saving opportunities on medical supplies we already purchase from Henry Schein. We have discussed the above with the Chief Financial Officer and the Purchasing Agent, and they have advised us to move forward with the contract agreement.

<https://www.veiramedical.com/membership/>

We request the following authorization:

1. Authorize the Mayor, Harry W. Rilling, to execute a Group Purchasing Participation Agreement together with any and all other agreements, documents, instruments, or amendments required thereunder with Veira Medical Group for purposes of cost savings in medical supplies and equipment.



Participation Agreement for Free GPO Program

This Group Purchasing Participation Agreement is entered into by and between Veira Medical Group "Veira" and "Member" indicated below. Veira and Member agree as follows:

Member Information

Facility Name Norwalk Dept of Health
Physician's Name _____
Street Address 137 East Ave
City, State, Zip Norwalk, CT, 06851-5702 Telephone _____
Contact Name Karla Rodriguez-Alicea Contact Email KRodriguezAlicea@norwalkct.org

Specialty: _____

Distributor Information:

Distributor(s): Henry Schein DEA Number: _____
Your Acct #: JDE: 912809 Your Rep's Name: Frank Rivas Jr

Discounts of Interest (please check any you would like):

Vaccines

- ☐ Merck
- ☐ Sanofi
- ☐ GSK

Capital Equipment

- ☐ Radiology / Imaging (MRI & CT)
- ☐ Endoscopy
- ☐ Ultrasound
- ☐ Patient Monitoring
- ☐ C-Arms
- ☐ CT Scanner

Wireless Discounts

- ☐ AT&T (22% Off)
- ☐ Verizon (22% Off)
- *Fed Tax ID: _____
- *Required for wireless discount(s)

Shipping

- ☐ FedEx
- Acct # _____

Waste Management

- ☐ MedPro

Document Management & Equipment

- ☐ Shred-It

Office Supplies

- ☐ Office Depot
- ☐ Staples

Uniform Rentals & Purchased

- ☐ Cintas

Facilities Management

- ☐ Grainger
- ☐ Orkin

IT

- ☐ CDW
- ☐ Insight Direct

Additional Locations: Member warrants that it owns and/or manages each of the practices listed on the attached Schedule 1 and that it has the legal authority to enter into this Agreement on their behalf. This Agreement shall apply collectively to the practices identified above and in Schedule 1 of this Agreement. Member shall provide prompt written notice to Veira of all additions and changes to Schedule 1, and Veira has the authority to roster additional practices from notice from the Member or distributors who the Member is a customer of.

Group Purchasing Agency: Member authorizes Veira as its agent to negotiate and enter into agreements with vendors in order to make agreements available to Member. Member authorizes Veira as its agent to negotiate and enter into affiliation agreements with other group purchasing organizations ("Affiliate GPOs") and to enroll Member in Affiliate GPOs in order to make their agreements available to Member.

Vendor Agreements: The agreements made available to Member whether entered into by Veira or any Affiliate GPO shall be cumulatively referred to as "Vendor Agreements". Member agrees to comply with the terms and conditions of any Vendor Agreement through which it chooses to make any purchase.

No Obligation to Purchase: Member is not obligated to make any purchase under this Agreement.

Own Use: Member represents and warrants that any purchase made through any Vendor Agreement under this Agreement will be for Member's "Own Use" and not for resale.

Rebates: Any rebates due to Member based on Member's purchases through any Vendor Agreement, if received by Veira or its Affiliate GPO's, will be forwarded to Member at least quarterly. Member is solely responsible for reporting any such rebate as required by law.

Administrative Fees: Veira discloses to Member that it and its affiliate GPO's receive administrative fees from contracted vendors based on purchases made by Member. The administrative fee varies according to each Vendor Agreement and is generally (3%) or less of the purchase price of the goods or services purchased by Member; Veira or its Affiliate GPO will report to Member any administrative fee that is greater than three percent (3%). Veira and its Affiliate GPOs will report to Member the fees received under each Vendor Agreement for purchases made by member.

Confidentiality: Member agrees to keep strictly confidential, hold in trust, and not disclose any Confidential Information (defined below) received from Veira and its Affiliate GPOs. "Confidential Information" means any trade secrets or proprietary information including but not limited to programs, services, systems, pricing, agreements or information technology shared with Member by Veira and its Affiliate GPOs.

Administrative Fee and Purchases Disclosure: Member may access purchase volume reported to Veira from contracted suppliers and GPO partners at anytime on Veira's website (www.veiramedical.com) through the Member Section.

Warranties: Veira and its Affiliate GPOs make no express or implied representation or warranties under this Agreement including but not limited to any Vendor Agreement, the products or services offered thereunder, or their suitability for any purpose. Any analysis, pricing, or product information is provided as is with no guarantee of accuracy or completeness.

Limitation of Liability: Member acknowledges that Member is solely responsible for deciding which if any products or services to purchase through the Vendor Agreements. Accordingly, Member acknowledges and agrees that Veira, its Affiliate GPOs and their respective officers, directors, shareholders, employees, agents and contractors shall not have any liability of any nature or kind whatsoever for any personal injury, property damage, lost profits, attorney's fees, court costs or any other damages, legal, equitable or otherwise, caused either directly or indirectly by or related to the products or services offered or sold under the Vendor Agreements. Member agrees to hold Veira and its Affiliate GPOs harmless from all losses, damages and costs, of any nature or kind whatsoever (including, but not limited to attorney's fees and court costs) incurred by Veira or its Affiliate GPOs from Member's breach of any of the terms and conditions of this Agreement or in any other way relating to this Agreement.

Compliance with Law: Each party agrees that it shall at all times during the term of this Agreement observe and comply with all applicable federal, state, and local laws and regulations in connection with its performance under this Agreement.

Term & Termination: The initial term of this Agreement will be for one year for the General Program commencing on the date it is signed by Veira. Thereafter, the Agreement automatically renews for one-year periods on each anniversary of the Effective Date unless terminated: (i) at any time for a breach; or (ii) for any reason by providing the other party 90 days written notice.

This Agreement constitutes the entire understanding and Agreement between the parties. In witness whereof, the parties hereto have executed this Agreement by persons duly authorized.

Member

Veira Medical Group Corp.

Signature: _____

Signature: _____

Print Name: _____

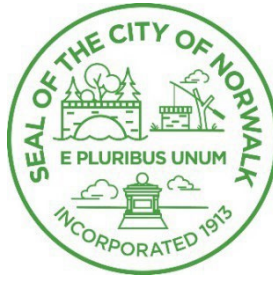
Print Name: _____

Title: _____

Title: _____

Date: _____

Date: _____



Contract Staff Summary

Department/Staff Contact	Deanna D'Amore Theresa Argondezzi (Acting Health Director, 5/20 – 5/29)
Common Council Committee	Community Services Committee
Date Approved by Committee	5/18/23
Purpose/Scope	Connie is Connecticut's designated health information exchange (HIE), established and authorized by State statute (CGS 17b-59d and 17b-59g). An HIE provides a confidential way for Norwalk Health Department, doctors' offices, hospitals, labs, radiology centers, and other healthcare providers to securely share health information electronically. This is meant to improve the quality, safety, and value of healthcare, while reducing waste and duplication. Connie does not replace the Health Department's electronic health record (EHR). Rather, Connie enables EHRs from different organizations to share information. Our participation in Connie is mandated by the state. All individual and organizational healthcare providers licensed in the state of CT are required to connect to Connie per the state mandate.
Vendor (Indicate if new or existing vendor)	N/A
Term of Contract	N/A
Method of Procurement (Indicate if sole source)	N/A
Cost of Contract	N/A
Funding Source/Account Number	N/A

Additional Information/Other Details	There are several different agreements and forms that are required to be signed as part of the Connie enrollment. There may be more in the future beyond this list. • Simple Data Sharing Organization Agreement (SDSOA), • Empanelment Use Case Exhibit, • Substance Use Disorder Treatment Attestation • Clinical Use Case Exhibit, and • Clinical Data Release Form
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CITY OF NORWALK

Norwalk Health Department

To: Members of the Common Council
From: Deanna D'Amore, Director of Health
Re: Connecticut Statewide Health Information Exchange/Connie
Date: May 15, 2023

We request the following authorization:

2. Authorize the Mayor, Harry W. Rilling, to execute any and all agreements, documents, instruments, or amendments as may be necessary with Health Information Alliance, Inc. ("Connie") to connect to and join Connecticut's statewide Health Information Exchange (HIE).

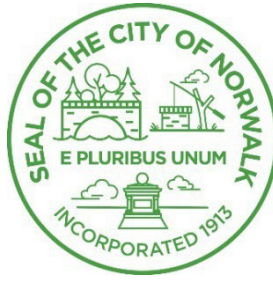
Connie is Connecticut's designated health information exchange (HIE), established and authorized by State statute (CGS 17b-59d and 17b-59g). An HIE provides a confidential way for Norwalk Health Department, doctors' offices, hospitals, labs, radiology centers, and other healthcare providers to securely share health information electronically. This is meant to improve the quality, safety, and value of healthcare, while reducing waste and duplication.

Connie does not replace the Health Department's electronic health record (EHR). Rather, Connie enables EHRs from different organizations to share information. By law, Connie is compliant with HIPAA, and all users of Connie are required to comply with HIPAA requirements for privacy and security.

Our participation in Connie is mandated by the state. All individual and organizational healthcare providers licensed in the state of CT are required to connect to Connie per the state mandate.

Several practices in our area and large hospital systems are currently connected to Connie, including Norwalk Hospital/Nuvance Health, Bridgeport Hospital/Yale New Haven Health, and Stamford Hospital/Stamford Health.

<https://conniect.org/>



Contract Staff Summary

Department/Staff Contact	Deanna D'Amore Theresa Argondezzi (Acting Health Director, 5/20 – 5/29)
Common Council Committee	Community Services Committee
Date Approved by Committee	5/18/23
Purpose/Scope	Through the State of Connecticut Department of Public Health, the Norwalk Health Department will receive additional federal funding to support local public health efforts, with a focus on supporting immunization activities and media campaigns to educate Connecticut residents on the importance of vaccinations in mitigating illness. The funding can be used to support routine vaccinations, flu immunizations, and COVID-19 vaccinations.
Vendor (Indicate if new or existing vendor)	N/A
Term of Contract	September 1, 2023 through June 30, 2025
Method of Procurement (Indicate if sole source)	N/A
Cost of Contract	N/A
Funding Source/Account Number	N/A
Additional Information/Other Details	



CITY OF NORWALK

Norwalk Health Department

To: Members of the Common Council
From: Deanna D'Amore, Director of Health
Re: Immunization and Vaccines for Children COVID-19 supplemental grant funds
Date: May 15, 2023

Through the State of Connecticut Department of Public Health, the Norwalk Health Department will receive additional federal funding to support local public health efforts, with a focus on supporting immunization activities and media campaigns to educate Connecticut residents on the importance of vaccinations in mitigating illness. The funding can be used to support routine vaccinations, flu immunizations, and COVID-19 vaccinations.

We request the following authorizations:

- 3a. Authorize the Mayor, Harry W. Rilling, execute any and all documents necessary to apply for and accept Immunization and Vaccines for Children COVID-19 supplemental grant funds from the State of Connecticut Department of Public Health in the amount of \$295,708 for the period September 1, 2023 through June 30, 2025.
- 3b. Authorize the Mayor, Harry W. Rilling, execute any and all agreements, documents, instruments, or amendments as may be necessary to implement the Immunization and Vaccines for Children COVID-19 supplemental grant funded activities from the State of Connecticut Department of Public Health in the amount of \$295,708 for the period September 1, 2023 through June 30, 2025.