

**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**

**I. ROLL CALL**

**II. ACCEPTANCE OF MINUTES**

**Regular Meeting:** April 23, 2019

**III. PUBLIC PARTICIPATION**

**IV. MAYOR**

**A. RESIGNATIONS AND APPOINTMENTS**

**RESIGNATIONS:**

**APPOINTMENTS:** Jo Bennett, Human Relations  
Cheryl Q. Brown, Conservation Commission, Alternate  
Carrie Saviano, Historical Commission

**REAPPOINTMENTS:** Lisa Wilson Grant, Historical Commission  
Charles L. Yost, Historical Commission

**MAYOR'S REMARKS:**

**V. COUNCIL PRESIDENT**

**A. GENERAL COUNCIL BUSINESS:**

**RESIGNATIONS AND APPOINTMENTS**

**RESIGNATIONS:**

**APPOINTMENTS:**

**REAPPOINTMENTS:**

**B. CONSENT CALENDAR:**

**VI. REPORTS: DEPARTMENTS, BOARDS AND COMMISSIONS**

**A. CORPORATION COUNSEL**

**VII. COMMON COUNCIL COMMITTEES**

**A. HEALTH, WELFARE AND PUBLIC SAFETY COMMITTEE**

1. Authorize the Mayor, Harry W. Rilling, to execute the eleventh amendment, and any and all future amendments and annual contract renewals, to the agreement between the City and OnSolve, LLC (f/k/a Emergency Communications Network, LLC), for the Code RED Emergency Notification System, and any and all other emergency notification system features, including the Integrated Public Alert and Warning System (IPAWS) Submission App, so long as the annual costs are in an amount not to exceed \$37,500.
2. Authorize the Mayor, Harry W. Rilling, to execute and all agreements, documents, instruments and amendments necessary to request and accept grant funds under the Federal Office of Justice Programs 2019 Bulletproof Vest Partnership grant in the amount of \$14,400.00.

**B. PLANNING COMMITTEE**

1. Authorize the Mayor to execute any and all documents associated with submission of the PY45 Annual Action Plan to HUD.
2. Authorize the Mayor to execute any and all documents consistent with the approved 2015-2019 Consolidated Plan and PY45 Annual Action Plan.

**C. PUBLIC WORKS COMMITTEE**

1. Authorize the Mayor, Harry W. Rilling, to execute a Pole Attachment Agreement with The Southern New England Telephone Company (d/b/a Frontier Communications), and any and all documents necessary for the purpose of governing use of the City's municipal gain rights on Frontier Communications' utility poles for a sum not to exceed \$10,000.

Account No. 09 14 4021 5777 C0232

2. Authorize the Mayor, Harry W. Rilling, to enter into an Agreement with the Third Taxing District for reimbursement of engineering design services related to East Avenue Road Reconstruction Utility Relocation (Project #102-297) for an amount not to exceed \$115,000.00.

Account No. 09 12 4021 5777 C0471

**D. RECREATION, PARKS AND CULTURAL AFFAIRS COUNCIL COMMITTEE**

1. Authorize the Mayor, Harry W. Rilling to enter into an agreement with National Marine Manufacturers Association for their use of Calf Pasture Beach, Shady Beach, Taylor Farm and Marvin School parking areas for the 2019 Norwalk Boat Show to be held Thursday, September 19, 2019, Friday, September 20, 2019, Saturday, September 21, 2019 and Sunday, September 22, 2019 from 10:00 AM – 7:00 PM daily. Estimated attendance 15,000
2. Authorize the Mayor, Harry W. Rilling to enter into an agreement with William Raveis Charitable Fund for their use of Calf Pasture Beach for their William Raveis Ride & Walk to be held Sunday, September 29, 2019 from 7:00 AM – 2:00 PM. Set up to begin on Saturday, September 28, 2019 at 12:00 Noon and again on Sunday, September 29, 2019 at 5:30 AM with tear down no later than 3:00 PM on Sunday, September 29, 2019. Estimated attendance 500-1,000
3. Authorize the Mayor, Harry W. Rilling to enter into an agreement with Norwalk Lacrosse Assoc. Inc. for their use of Veterans Park for the Norwalk Junior Lacrosse Pound on the Sound to be held Saturday, June 8, 2019 from 7:30 AM – 6:00 PM and Sunday, June 9, 2019 from 7:30 AM – 6:00 PM. Set up to begin Friday, June 7, 2019 at 6:00 PM with tear down no later than 8:30 PM on Sunday, June 9, 2019. Estimated attendance 2,000 rotating each day.

**E. PERSONNEL COMMITTEE**

1. Approval of and Vote on establishing the Community Services department.

**F. LAND USE AND BUILDING MANAGEMENT COMMITTEE**

- 1a. Authorize the Mayor, Harry W. Rilling, to execute an agreement with Sav-Mor Cooling and Heating, Inc. for the replacement of the boiler at Broad River Fire Station for a total not to exceed \$70,900. Funds are available from account 0915 3110 5777 C0557.
- 1b. Authorize the Fire Department to issue change orders on the contract for a total not to exceed \$7,090.00.
- 2a. Authorize the Mayor, Harry W. Rilling, to execute an agreement with Sav-Mor Cooling and Heating, Inc. for the replacement of the boiler at the Westport Ave Fire Station for a total not to exceed \$83,200. Funds are available from account 0915 3110 5777 C0557.
- 2b. Authorize the Fire Department to issue change orders on the contract for a total not to exceed \$8,320.00.
- 3a. RESOLVED, that the Norwalk Facilities Construction Commission (NFCC) is hereby established as the building committee with regard to the Rowayton Elementary School, Asbestos Abatement Project.
- 3b. RESOLVED, that the Norwalk Common Council hereby authorizes at least the preparation of schematic drawings and outline specifications for the Rowayton Elementary School, Asbestos Abatement project.

- 3c. RESOLVED, that the City of Norwalk Common Council authorizes the City of Norwalk Board of Education to apply to the Commissioner of Administrative Services and to accept or reject a grant for the Rowayton Elementary School, Asbestos Abatement project.
- 4a. Authorize the Mayor, Harry W. Rilling, to execute a contract with Southport Contracting Inc. for the Kendall Elementary School Dishwashing Room & School Store Upgrades Project for a total not to exceed \$51,100.00. Account # 09195010 5777 C0610 - \$12,714.00 and balance from Account #09195010 5777 C0587 - \$38,386.00.
- 4b. Authorize BOE Facilities Dept. to issue Change Orders on Contract for a total not to exceed \$5,110.00.
- 5a. RESOLVED, that the Norwalk Facilities Construction Commission (NFCC) is hereby established as the building committee with regard to the Miscellaneous renovations at Norwalk High School: Media Center/Blackbox Theater, Learning Commons (Library) and Security Improvements at the main entrance projects.
- 5b. RESOLVED, that the Norwalk Common Council hereby authorizes at least the preparation of schematic drawings and outline specifications for the Miscellaneous renovations at Norwalk High School: Media Center/Blackbox Theater, Learning Commons (Library) and Security Improvements at the main entrance projects.
- 5c. RESOLVED, that the City of Norwalk Common Council authorizes the City of Norwalk Board of Education to apply to the Commissioner of Administrative Services and to accept or reject a grant for the Miscellaneous renovations at Norwalk High School: Media Center/Blackbox Theater, Learning Commons (Library) and Security Improvements at the main entrance projects.
- 6a. Authorize the Mayor, Harry W. Rilling, to execute an agreement with Universal Business Services, LLC for City Hall Air Handler #4 refurbishment project for a total not to exceed \$84,249.39. Account 0914 4071 5777 C0439.
- 6b. Authorize the Office of Building Management to issue change orders on the contract for a total not to exceed \$8,424.00.
- 6c. Authorize the Purchasing Agent to issue a Purchase Order to New England Energy Controls for the installation of controls for the refurbishment of AHU #4 at City Hall for a total not to exceed \$24,944. Account 0916 7100 5777 C0439

**G. FINANCE COMMITTEE**

- 1. Accept and Approve the Report of the Claims Committee Dated: May 9, 2019.
- 2. For informational purposes only: Narrative on Tax Collections dated May 9, 2019.
- 3. For informational purposes only: Monthly Tax Collector's Report Dated: April 2019.



4. Authorize the Mayor, Harry W. Rilling, to submit an application to the State of Connecticut Department of Emergency Services and Public Protection for grant funds for Emergency Management Performance Grant Regional Hazardous Materials Teams which is approximately \$60,000.
5. RESOLUTION, approve special operating appropriation in the amount of \$140,648 to fund the final phase of the City reorganization and establish the Community Service department.
6. RESOLUTION: authorize an amendment to the City of Norwalk's loan agreement with the First Taxing District, dated December 2010, to amend the rate of interest on the loan from 3.43% to 2.64% and a special appropriation of \$93,798.58 to be applied as a credit against the loan balance starting with the loan payment scheduled for June 2019.
7. RESOLUTION, MAKING APPROPRIATIONS FOR VARIOUS PUBLIC IMPROVEMENTS aggregating \$52,508,000 for the FY 2019-20 Capital Budget and authorizing the Issuance of \$52,508,000 General Obligation Bonds of the City to meet certain appropriations in the FY 2019-20 Capital Budget.
8. RESOLUTION: Authorize the closure of the City projects outlined in the table titled City Capital Project Closures with available balances totaling \$2,484,369.

**VIII. RESOLUTIONS FROM COMMON COUNCIL**

**IX. MOTIONS POSTPONED TO A SPECIFIC DATE**

**X. SUSPENSION OF RULES**

**XI. ADJOURNMENT**

**APPOINTMENTS**

|                                              |            |                         |
|----------------------------------------------|------------|-------------------------|
| <b>HUMAN RELATIONS</b>                       | <b>M/C</b> | <b>Nwtk. Code 60-3</b>  |
| <b>JO BENNETT (D)</b>                        |            | Term Expires 9/01/2019  |
| 8 Silver Ledge Road<br>Norwalk, CT 06850     |            |                         |
| <b>CONSERVATION COMMISSION</b>               | <b>M/C</b> | <b>Nwtk. Code 35-2</b>  |
| <b>CHERYL Q. BROWN (U)</b>                   |            | Term Expires 10/01/2022 |
| 454 Main Avenue, Apt. 1<br>Norwalk, CT 06851 |            | Alternate               |
| <b>HISTORICAL COMMISSION</b>                 | <b>M/C</b> | <b>Nwtk Code 57A</b>    |
| <b>CARRIE SAVIANO (D)</b>                    |            | Term Expires 12/31/2023 |
| 1 Hillcrest Place<br>Norwalk, CT 06850       |            |                         |

**REAPPOINTMENTS**

|                                           |            |                         |
|-------------------------------------------|------------|-------------------------|
| <b>HISTORICAL COMMISSION</b>              | <b>M/C</b> | <b>Nwtk Code 57A</b>    |
| <b>LISA WILSON GRANT (U)</b>              |            | Term Expires 12/31/2023 |
| 377 Highland Avenue<br>Norwalk, CT 06854  |            |                         |
| <b>CHARLES L. YOST (R)</b>                |            | Term Expires 12/31/2021 |
| 17 Gregory Boulevard<br>Norwalk, CT 06855 |            |                         |

**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**

Mayor Rilling called the meeting to order at 7:37 p.m. and led the Assembly in reciting the Pledge of Allegiance.

Ms. King read the notice stating that the meeting was being audio recorded and videotaped with subtitles for public broadcast. She asked everyone to speak clearly, one at a time, into the microphone and said that assisted listening devices were available.

**I. ROLL CALL**

Ms. King called the Roll. The following Common Council members were present:

|                   |                     |                          |
|-------------------|---------------------|--------------------------|
| Council at Large: | Mr. Gregory Burnett | Mr. Michael Corsello     |
|                   | Mr. Colin Hosten    | Mr. Nicholas Sacchinelli |
|                   | Ms. Barbara Smyth   |                          |

|             |                     |                     |
|-------------|---------------------|---------------------|
| District A: | Ms. Eloisa Melendez | Mr. Chris Yerinides |
|-------------|---------------------|---------------------|

|             |                   |                  |
|-------------|-------------------|------------------|
| District B: | Ms. Darlene Young | Mr. Ernest Dumas |
|-------------|-------------------|------------------|

|             |                |                     |
|-------------|----------------|---------------------|
| District C: | Mr. John Kydes | Ms. Beth Siegelbaum |
|-------------|----------------|---------------------|

|             |                       |                       |
|-------------|-----------------------|-----------------------|
| District D: | Mr. Douglas Hempstead | Mr. George Tsiranides |
|-------------|-----------------------|-----------------------|

|             |                 |                       |
|-------------|-----------------|-----------------------|
| District E: | Mr. John Igneri | Mr. Thomas Livingston |
|-------------|-----------------|-----------------------|

At Roll Call there were fifteen (15) Common Council members present.

Also present were Mayor Harry Rilling, Corporation Counsel, Mario Coppola and City Clerk, Donna King.

## **II. ACCEPTANCE OF MINUTES**

Regular Meeting: April 9, 2019

**\*\* MS. YOUNG MOVED TO ACCEPT THE MINUTES AS PRESENTED  
\*\* MOTION PASSED UNANIMOUSLY**

## **III. PUBLIC PARTICIPATION**

***Public participation comments are not verbatim and represent a summarization of statements unless otherwise noted.***

Ms. King reminded participants that there was a three (3) minute limit and all comments must be for an item on the agenda.

Mr. Leonard Braman, represented Our House, spoke about the proposed amendment to the noise ordinance and offered recommendations.

Ms. Elizabeth Greenwood spoke about the proposed amendment to the noise ordinance. She said plans to drive pilings during low tide means this work can occur anytime. She asked if that could be adjusted because she lives close to the area. In addition, she said she is legally blind and lack of sleep could impact her ability to see.

Mr. John Flynn spoke about the proposed noise ordinance and asked why Police do not enforce the existing ordinance. He said that he heard test pilings from several blocks away.

Ms. Diane Lauricella spoke about the proposed noise ordinance and said that the key is to keep your own noise within your own property. She asked if the Police were permitted to initiate an action without a person initiating a complaint. Ms. Lauricella suggested adding effective buffers to the ordinance and emphasized that abutting buffers should be added as an amendment. She suggested times when leaf blowers should be banned.

## **IV. MAYOR**

### **A. RESIGNATIONS AND APPOINTMENTS**

#### **RESIGNATIONS:**

Mayor Rilling announced the resignation of Joseph Perella from the Harbor Management Commission.

#### **APPOINTMENTS:**

**\*\* MR. KYDES MOVED TO APPROVE THE FOLLOWING APPOINTMENTS:**

Alan L. Kibbe, Harbor Management Commission

Christopher L. MacDonnell, Harbor Management Commission

Mr. Kydes spoke in support of the appointments. Mr. Hosten also spoke in support. Mr. Livingston said he met Mr. MacDonnell and was impressed with his knowledge. He said he will be a great addition to the Commission.

**\*\* MOTION PASSED UNANIMOUSLY**

**\*\* MR. IGNERI MOVED TO APPROVE THE FOLLOWING APPOINTMENT:**

Barbara McCabe, Bike Walk Commission

Mr. Ignieri spoke in support of the appointment.

**\*\* MOTION PASSED UNANIMOUSLY**

Ms. King administered the Oath of Office to Mr. Kibbe and Mr. MacDonnell

REAPPOINTMENTS: There were none this evening.

**MAYOR'S REMARKS:**

Mayor Rilling announced that this Friday, April 26<sup>th</sup> is Arbor Day and it will be observed at Wolpitt School. The Citywide Cleanup Day will be held on April 27, 2019. He said every day is Earth Day if we want to sustain Mother Earth. The plastic bag ban will go into effect on July 8<sup>th</sup>. The City is also exploring the banning of plastic straws. May 15, 2019 is the deadline for tax relief application for seniors and disabled residents. Mayor Rilling introduced Henry Dachowitz the new CFO of Norwalk.

**V. COUNCIL PRESIDENT**

**A. GENERAL COUNCIL BUSINESS:**

RESIGNATIONS AND APPOINTMENTS - There were none this evening.

RESIGNATIONS:

APPOINTMENTS:

REAPPOINTMENTS:

Common Council

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**B. CONSENT CALENDAR:**

**\*\* MR.IGNERI MOVED THE FOLLOWING CONSENT CALENDAR:**

**VII.A.1, VII.A.2, VII.B.1, VII.B.2, VII.B.3, VII.B.5, VII.B.6**

**VI. REPORTS: DEPARTMENTS, BOARDS AND COMMISSIONS**

**VII. COMMON COUNCIL COMMITTEES**

**A. RECREATION, PARKS AND CULTURAL AFFAIRS COMMITTEE**

- 1. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO ENTER INTO AN AGREEMENT WITH DARYL WOOLSEY FOR THE USE OF BRIEN MCMAHON HIGH SCHOOL TRACK/FIELD BY JUVENILE DIABETES RESEARCH FOUNDATION FOR THEIR JDRF ONE WALK, FAIRFIELD TO BE HELD SUNDAY, OCTOBER 20, 2019 FROM 9:00 AM – 1:00 PM. SET UP TO BEGIN AT 5:00 AM WITH TEAR DOWN NO LATER THAN 2:00 PM ON SUNDAY, OCTOBER 20, 2019. ESTIMATED ATTENDANCE 1000.**
- 2. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE A 5 YEAR LEASE EXTENSION WITH THE PASTIME SOCIAL AND ATHLETIC CLUB FOR THE USE OF A SMALL PORTION OF LAND ALONG SEAVIEW AVENUE. REMAINING TERMS OF THE AGREEMENT TO REMAIN UNCHANGED.**

**B. FINANCE COMMITTEE**

- 1. ACCEPT AND APPROVE THE REPORT OF THE CLAIMS COMMITTEE DATED: APRIL 11, 2019.**
- 2. FOR INFORMATIONAL PURPOSES ONLY: NARRATIVE ON TAX COLLECTIONS DATED APRIL 11, 2019.**
- 3. FOR INFORMATIONAL PURPOSES ONLY: MONTHLY TAX COLLECTOR'S REPORT DATED: MARCH 2019.**
- 5. DISCUSS AND APPROVE FY 2019-2020 WATER POLLUTION AUTHORITY BUDGET**
- 6. APPOINTMENT OF AUDITORS TO AUDIT FISCAL YEAR 2018-19.**

Mr. Hempstead commented that he voted against approving the WPCA budget in Committee because he feels that people should pay based on their usage; however, he said he will support approving the budget.

**\*\* MOTION PASSED UNANIMOUSLY**

Mayor Rilling introduced Mr. Dachowitz, the new Chief Financial Officer for the City of Norwalk.

## **VII. COMMON COUNCIL COMMITTEES**

### **B. FINANCE COMMITTEE**

**\*\* MR. BURNETT MOVED TO APPROVE THE FOLLOWING ITEM:**

#### **4. DISCUSS AND APPROVE FY 2019-2020 PARKING AUTHORITY BUDGET AS REVISED.**

Mr. Burnett commented that the Parking Authority has done great things for our residents and visitor. Mr. Kydes added that through the collaboration of the Parking Authority they have been able to reduce the number of violations and that is great news.

Mr. Kydes highlighted Parking Authority initiatives including addressing parking issues near the construction site of the new mall. Mr. Tsiranides said that tickets and complaints have gone down dramatically. They also have an Ambassador program.

Ms. Young as a District B representative thanked the Parking Authority for listening and responding to the residents.

**\*\* MOTION PASSED UNANIMOUSLY**

### **C. ORDINANCE COMMITTEE**

**\*\* MS. MELENDEZ MOVED TO APPROVE THE FOLLOWING ITEM:**

#### **1. APPROVE PROPOSED REVISIONS TO CHAPTER 68, NOISE, §§ 68-1 THROUGH 68-15.**

Ms. Melendez said this was first on the Ordinance Committee agenda in February 2017. She thanked the Common Council members on the Ordinance Committee during the last term as well as others for their input.

Ms. Melendez explained how the proposed Ordinance was revised. She spoke about the noise issues on Washington Street and how the proposed ordinance would address that.

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Mr. Livingston commended Ms. Melendez for her hard work during this two-year process. Addressing construction and heavy equipment noise, Mr. Livingston said they tried to balance the need to complete construction and the needs of the residents. He said it was critical to enforce the Ordinance. He suggested modifications to the building code.

Mr. Hempstead thanked Ms. Melendez for her perseverance and leadership. He said the key to its success is training and funding. Mr. Hempstead suggested that the Health, Welfare and Public Safety Committee review noise complaints on a monthly basis. He said the expert commented about the lack of buffers between zones.

Mr. Hosten said this is a good start. The language offered is more meaningful over the existing language about residential zones abutting lite industrial zones. He said he agreed that the Ordinance needs to balance people's health with the economic health of the City.

Mr. Dumas said he has been against contractor yards from the beginning. He said if you go up and down South Main Street and look at what is going on in that area, there are 30 illegal contractor yards.

**\*\* MOTION PASSED WITH ONE (1) ABSTENTION (MR. DUMAS)**

## **VI. REPORTS: DEPARTMENTS, BOARDS AND COMMISSIONS**

### **A. CORPORATION COUNSEL**

**\*\* MR. LIVINGSTON MOVED TO GO INTO EXECUTIVE SESSION**

- 1. DISCUSSION REGARDING THE LAND DISPOSITION AND DEVELOPMENT AGREEMENT BY AND BETWEEN THE CITY OF NORWALK, THE REDEVELOPMENT AGENCY OF THE CITY OF NORWALK AND POKO-IWSR DEVELOPERS, LLC, DATED NOVEMBER 14, 2007 (AS AMENDED), AND THE CONDITIONAL AGREEMENT BY AND BETWEEN THE CITY, THE AGENCY AND POKO, DATED JULY 27, 2015 AND THE LOAN RECOGNITION AGREEMENT, BY AND BETWEEN POKO-IWSR DEVELOPERS, LLC, THE CITY OF NORWALK, THE**



**REDEVELOPMENT AGENCY OF THE CITY OF NORWALK, CITIBANK,  
N.A., STATE OF CONNECTICUT DEPARTMENT OF HOUSING, STATE  
OF CONNECTICUT DEPARTMENT OF ECONOMIC AND COMMUNITY  
DEVELOPMENT, NATIONAL EQUITY FUND, INC., MC CREDIT, LLC,  
IWSR OWNERS, LLC AND ILSR OWNERS, LLC, DATED NOVEMBER 14,  
2007 (AS AMENDED). *EXECUTIVE SESSION***

The Common Council members went into Executive Session at 8:31 p.m. The public was excused and left the Common Council Chambers.

The Common Council members came out of Executive Session at 9:59 p.m.

During the Executive Session no motions were made and no votes were taken.

**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**

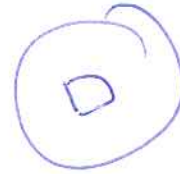
There were none this evening.

**XI. ADJOURNMENT**

**\*\* MR. TSIRANIDES MOVED TO ADJOURN  
\*\* MOTION PASSED UNANIMOUSLY**

There was no further business and the meeting was unanimously adjourned at 10:00 p.m.

ATTEST: \_\_\_\_\_  
Donna King, City Clerk



# Jo Bennett

8 Silver Ledge Road • Norwalk, CT 06850

[jobennett86@gmail.com](mailto:jobennett86@gmail.com)

Phone: (203) 505-5574

[www.linkedin.com/in/jobennett](http://www.linkedin.com/in/jobennett)

Results-driven professional with a passion for facilitating success in my community and the diverse populations that are served. Proud to have made an impact and developed productive relationships in both the nonprofit and corporate arenas. Thrive on working with people, learning, and being a part of making good projects come together.

## Strengths

- Marketing Strategy
- Event Support/Planning
- Fundraising/Outreach
- Relationship Building
- Database Management
- Writing, Editing & Content Management

## Experience

### **Achilles Connecticut, Branford, CT**

*Director, Development & Marketing*

2018 - present

- Grant-funded position to create a program to increase donors, sponsors and volunteers.
- Plan and promote run/walk events and fundraisers for this nonprofit serving disabled persons.
- Write grant requests, and created Achilles' first member fundraising program, earning \$11,000+ and Hartford Marathon Foundation's designation as a Gold-Tier Charity Partner.

### *Board Secretary/Marketing Coordinator*

2016 - 2018

- Cultivated donors, sponsors, event partners and volunteers; managed donor correspondence.
- Recorded meeting minutes, wrote and edited chapter communications, and maintained member database.

### **Person-to-Person – Norwalk, CT**

2017 - 2018

*Site Associate*

- Organized, trained and assisted teams of volunteers in P2P's food pantry and at special events.
- Processed and recorded donations in Salesforce.
- Supported front-line operations in reception as well as facilities and back-office needs.

### **Gartner – Stamford, CT (role progression detailed below)**

*Internal Communications Manager*

2016 - 2017

- Collaborated with business unit leaders to schedule, create and publish articles and videos.
- Analyzed analytics data to create PowerPoint report on performance metrics.
- Implemented a workflow management system.

*Content Manager, Smarter With Gartner* 2015 - 2016

- Distilled complex technology reports into easily digestible, condensed articles.
- Managed content workflow and content calendar.
- Championed and implemented the team's workflow management system.

*Peer Connect Community Manager (ExP)* 2015

- Developed community events and conversation topics based on analysis of engagement trends.
- Coordinated member registration process and led monthly "welcome" training webinars.
- Coordinated client networking sessions at Gartner events.

*Web Producer, UX (User Experience)* 2012 - 2015

- Managed website and email newsletter promotions programs.
- Tracked, analyzed, and reported on promo campaign performance effectiveness.
- Established a workflow management system for internal-client promotions.

*Senior Writer/Assistant Project Manager, Research* 2004 - 2009

- Managed workflow, from researching and ghostwriting to proofreading approved copy.
- Promoted analyst writing best practices and helped develop the corporate Style Guide.
- Coordinated production of "Show Daily" reports at Gartner IT/xpo events.

#### **Other Experience**

**Consultant, Online Content – Norwalk, CT** 2009 - present  
**Float Marketing/Charity Mile/Others**

**Hearst Media Services – Danbury, CT** 2010 - 2011  
**SEO Coordinator**

**Hearst/Brooks Community Newspapers – Greenwich, CT** 2002 - 2004  
**Managing Editor, Greenwich Citizen**

**Peppers & Rogers Group – Stamford, CT** 2000 - 2002  
**Associate Editor**

#### **Volunteer Experience – Norwalk, CT**

Person-to-Person (2015 -present)  
Norwalk Emergency Response Team (2016 - present)  
Family and Children's Agency (2016)

#### **Education**

American Studies - Western Connecticut State University

# Cheryl Q. Brown

454 Main Ave Apt 1 • Norwalk, CT 06851  
(203) 918-0756 • [cqbrown12@gmail.com](mailto:cqbrown12@gmail.com)

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## Education

**Cornell University** | Master of Landscape Architecture

**Vermont Technical College** | Landscape Design and Ornamental Horticulture courses

**University of Vermont** | Bachelor of Arts, Psychology

## Technical Proficiencies

AutoCAD 2017, Photoshop, InDesign, SketchUp, MS Office

## Professional Registration

Licensed Landscape Architect, Connecticut #1165

Registered Landscape Architect, New York #002604

## Professional Affiliations

American Society of Landscape Architects

CLARB

## Professional Experience

**Doyle Herman Design Associates, Greenwich, CT**

**June 2008—Present**

*Senior Landscape Architect/Project Administration*

- Develop large scale residential landscape plans ranging from \$250K to \$1 million from concept to installation.
- Create presentations for clients.
- Collaborate with architects and engineers on plans.
- Submittals and presentations for wetland permit applications and associated restoration and mitigation plans.
- Submittal of building and zoning permit applications.
- Develop and draft construction document sets.
- Solicit bids from contractors and negotiate contracts for installation.
- Provide guidance to clients when selecting contractors.
- Coordinate contractors and work sequencing on site.

- Created and maintains template for construction documentation package standardization.
- Write specifications for construction documents.
- Developed in-house file organization structure.
- Created and maintain AutoCAD standards and plot styles.
- Red-line and maintain construction document library.
- Organize cost information into general cost estimating spreadsheet for pre-bid opinion of probable cost.
- Developed cost-tracking spreadsheets and change-order procedures.
- Supervision and project task assignments with junior designers.

**Applied Ecological Services, Brodhead, WI**

**July 2006—June 2008**

*Ecological Designer/Project Manager*

- Designed and planned restoration projects, conservation developments, and alternative stormwater management systems.
- Managed USACOE 404 permitting project, developed restoration plan and wrote permit modification report for Viridian Development in Arlington, TX.
- Assisted in design and created graphics for winning entry of the Lower Don River Competition.
- Performed tree survey and assessment.
- Supported licensed landscape architects with graphic plan and section renderings.
- Developed construction documentation and specifications.

**Noble Design Studio, Carbondale, CO**

**May 2005-August 2005**

*Intern*

- Created conceptual design plans.
- Developed construction drawings using AutoCAD.
- Graded residential sites.
- Rendered plans.
- Worked collaboratively with architects.
- Researched fire mitigation and zoning compliance.
- Calculated take-offs

**Vermont Youth Conservation Corps, Waterbury, VT**

**April 1998-November 1998**

*Crew Leader/Watershed Restoration*

- Organized and managed crew of 8-12 young adults on riverbank restoration projects.
- Collaborated with natural resource agencies, landowners, and municipalities.

- Organized public workshops with crews to educate the general public about watershed management, conservation, and work of the VT Youth Corps.
- Developed educational programs on plant and bird identification for crews.

## **Volunteer Work**

New England Wildflower Society, Natick, MA

Plant Conservation Volunteer

Rare plant survey work throughout southern Connecticut

## **Hobbies and Interests**

Birding, hiking, photography, wild plant identification

## **References**

|                            |                     |              |
|----------------------------|---------------------|--------------|
| David Westmoreland         | Landscape Architect | 203-505-8423 |
| Elizabeth Gonzales-Guillot | Landscape Architect | 908-208-5530 |
| Jessica Matteson           | Landscape Architect | 203-843-3398 |





**Norwalk Hospital**  
**Medical Education, Manager**

**2007-Present**

- Manage graduate medical education institutional and program accreditation for Norwalk Hospital, a Yale University affiliate
- Manage undergraduate medical education and accreditation for Norwalk Hospital, a Branch Campus for University of Vermont and Ross Medical School affiliate
- Responsible for all GME and UME budgets (forecasting & oversight) with senior management presentations
- Responsible for creating, approving and maintaining all institutional GME and UME policies
- Responsible for curriculum oversight for all GME programs
- Develop and present GME accreditation education for coordinators and faculty physicians
- Responsible for all GME, UME contract negotiations
- Manage simulation program, Sim Center and budget for GME
- Manage GMEC committee for accreditation and oversight
- Collaboration with senior management, finance, human resources and legal in the administration and oversight of all GME and UME programs
- Created coordinator orientation and program management programs including a Coordinator Ladder for professionalism
- Chair of the combined GME, UME Coordinator Committee
- Manage all site reviews, (past) Internal reviews and institutional reviews
- ACGME Site Reviews: Institutional (4), Program (9), Internal Reviews (11), CME (2), CLER (2)
- Manage NAS, CLER & Milestones education and planning for all GME programs, C-Suite and the institution
- Responsible for IRIS reporting (GME, IME)
- Responsible, with legal for oversight of all GME visas and institutional audits by the USCIS and ECFMG

**Norwalk Hospital**  
**Graduate Medical Education, Fellowship Coordinator**

**2005-2007**

- Managed the Fellowship Programs for Norwalk Hospital (Pulmonary, GI and Sleep)
- Managed all site and internal reviews for the fellowships
- Developed multiple filing systems for the fellowships to track mandated ACGME requirements
- Was responsible for interviewing, the match, hiring, orientation sessions, academic year scheduling (faculty & fellows), evaluations, physician scheduling, credential verification, initiating payroll and benefits
- Was responsible for multiple departmental budgets - tracking with excel programs and budget reporting using PowerPoint presentations and tracking multiple foundation expense accounts
- Monitored mandated Continuing Medical Education credits for physicians and faculty and program verification within strict guidelines
- Coordinated multiple weekly CME activities for the 3 fellowship programs within mandated guidelines for continuing medical education including grant application
- Calendaring, booking travel, expense reports, correspondence, minutes, ordering educational material
- Maintained files for all research projects
- Coordinated and hosted the Annual Research Symposium for the Director of Research
- Member – Hospital CME Committee

**Norwalk Hospital****Graduate Medical Education, Internal Medicine Residency Coordinator****Medical Education Coordinator for the Chairman of Medicine****2003-2005**

- Managed the Internal Medicine residency program
- Managed all site reviews
- Created multiple filing systems for the residency to track all ACGME accreditation requirements
- Was responsible for interviewing, the match, hiring, orientation sessions, academic year scheduling (faculty & fellows), evaluations, physician scheduling, credential verification, initiating payroll and benefits
- Was responsible for departmental budgets tracking with excel programs and budget reporting using PowerPoint presentations and tracking multiple Foundation expense accounts
- Monitored mandated Continuing Medical Education credits for physicians and faculty and program verification within strict guidelines
- Coordinated daily lecture schedule, calendaring, booking travel, expense reports, correspondence, minutes, ordering educational material
- Maintained files for all research project
- Coordinated and hosted annual Research Symposium for the Director of Research
- Member – Hospital CME Committee
- Was responsible for 44 annual Grand Rounds Lectures including writing grants, liaison with speakers, coordinating workshops, catering, tracking and reporting financial support and expenses
- Coordinated 180 annual weekly conferences including teleconferencing, catering, recruiting University speakers, tracking, reporting financials & attendance

**Norwalk Rehabilitation Services Inc Norwalk, CT****2002-2003****Human Resources/Payroll Manager**

- Was responsible for credentialing professional staff and onboarding new hires
- Managed benefit enrollment and billing
- Created a tracking system for monitoring state regulations pertaining to professional staff
- Processed workman's compensation claims
- Designed a program for tracking and scheduling multi- facility professional staff
- Payroll for weekly and bi-weekly staff and private contractors (120 Aides, 165 Therapists, 6 Facilities)

**Purdue Pharma Stamford, CT****Corporate Fleet Manager****1998-2002**

- Managed Sales Force and Executive fleet of 1,400 vehicles within a 12 million dollar budget
- Developed and Implemented online procurement of vehicles directly with the manufacturer
- Developed and implemented a Safety Awareness program for the fleet
- Was responsible for presenting the annual budget to the Vice President and CFO
- Created an orientation program for new hires
- Managed coordination with payroll department
- Managed three direct employees

**Education and Certifications**

2012 C-TAGME for GME Professionals

2014 FAA license (in progress)

2007 Connecticut State Notary

1999-2003 Member-National Association of Fleet Administrators

1977-1979 Southern Connecticut State College Nursing



### **Chair Positions and Board Member positions**

- 2016 TAGME Board Member, writing the new Global Assessment, replacing the program specific assessments for TAGME certification
- 2015 TAGME Institutional Certification Review Board member (ACGME and AOA Merger)
- 2015 TAGME ATQRC Committee, Assessment Tools Quality Review Committee for updated certification program
- 2015 CDTF – Coordinator Description Task Force member, petitioning the ACGME on updating the Common Program Requirements coordinator descriptions
- 2014 Chair, National GME Professionals Review Board
- 2013 CEO's Integration Team Member for Graduate Medical Education
- 2012 TAGME GME Professionals Review Board, Member-at Large
- 2011 TAGME ATQRC Committee, Assessment Tools Quality Review Committee
- 2011 Founder and Chair ACMEC, Association of Connecticut Medical Education Coordinators
- 2010 TAGME GME Professionals Steering Committee
- 2007 Chair, Coordinators Committee, Norwalk Hospital

### **Awards**

- 2015 ACGME Institutional Coordinator Excellence Award runner-up
- 2011 President's Award for Excellence in Leadership and Management of Graduate Medical Education, CEO appointment, Norwalk Hospital
- 2010 Professionalism in GME Program Management Award for Demonstrated Excellence and Leadership from HcPro Residency Manager, Boston, MA
- 2009 Norwalk Hospital Recognition Award for excellence in GME Leadership Success Factors and Principles of Service Excellence, VP/CMO appointment, Norwalk Hospital

### **National Speaking Engagements & Publications**

- 2016 Article, *Medical Education Management: Finally a Description Worthy of the Position* Pre-publication
- 2016 AAIM Poster Abstract, *Medical Education Management: Finally a Description Worthy of the Position* Academic Internal Medicine Week 2017 Baltimore, MD March 2017
- 2015 APDIM selected panel speaker for Spring plenary session Las Vegas, April 2016
- 2015 ACGME National Conference selected speaker Washington, DC February 2016  
Coordinator Burnout, Exploring Signs, Coping Strategies, and Prevention Methods
- 2015 AAIM Joint Position Paper Task Force (national 5 member team)
- 2014 APDIM, Association of Program Directors in Internal Medicine Nashville April 2014  
Professional Expert Panel for GME, Northeast Regional
- 2013 AAIM, Alliance for Academic Internal Medicine, New Orleans October 2013  
Networking Locally: The Importance of Collaboration
- 2013 ACMEC, Association of Connecticut Medical Education Coordinators Connecticut April 2013  
NAS: A Unique Puzzle
- 2012 ACMEC, Association of Connecticut Medical Education Coordinators Connecticut May 2012  
NAS, CLER, Millstones: A Step by Step Approach to Compliance
- 2012 AGA, American Gastroenterology Association, GI Training Directors Conference Phoenix February 2013  
GME Program Coordination, A Million Things to Remember- Help is on the Way!
- 2011 6<sup>th</sup> Annual Residency Program Management Conference: Best Practices for Maintaining an Effective and Efficient Residency Program Chicago September 2011
  - o Experienced Coordinators: Own and Improve Your Program Management Tasks
  - o Coordinators: Enhance Productivity and Meet ACGME Standards
- 2010 Residency Professionals Alert "Orientation: Best Practices"
- 2009 Residency Professionals Alert "Boost Compliance with Documentation Standardization"

**Current GME Memberships**

MSAMA since 2013 Massachusetts Society of Academic Administrators

AAIM since 2012 Alliance for Academic Internal Medicine

AHME since 2012 Association for Hospital Medical Education

ACMEC since 2012 Association of Connecticut Medical Education Coordinators

APDIM since 2011 Association of Program Directors in Internal Medicine

TAGME since 2011 Training Administrators in Graduate Medical Education

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**LISA WILSON GRANT**  
377 Highland Avenue  
Norwalk, CT 06854  
Home (203) 866-4200 Cell (203) 524-2555  
lisawgrant@yahoo.com

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Marketing professional in search of a challenging position in management, marketing, or product development that fully utilizes my talents within a creative or historic environment.

**SUMMARY:**

My background is diverse and includes working with a direct response marketing company in the collectibles industry, a children's toy and publishing company, a larger advertising agency, the government, authoring several local history books, volunteer work, and managing the office for a family owned business.

**WORK EXPERIENCE:**

**ARCADIA PUBLISHING**, "Norwalk" *Images of America* series local history book

Current

**AUTHOR**

Recently submitted the manuscript for an *Images of America* series book with Arcadia Publishing. "Norwalk" features vintage photographs with interesting facts about the history of Norwalk, CT and has an upcoming publication date of June 2014.

**MINUTEMAN LAND SERVICES, INC.** Norwalk, CT

2004 - Current

**MARKETING MANAGER** (*Family-owned Landscape Design Business*)

Managed development and execution of all direct mail campaigns and advertising.

As Office Manager, provided comprehensive office and administrative management. As Landscape Designer, met with prospective customers, discussed concepts, designed landscape plans, and prepared estimates for customers.

**ON DEMAND BOOKS**, Espresso Book Machine at Darien Library, Darien, CT

2011 - 2012

**SELF PUBLISHING CONSULTANT**

Educated and assisted customers in the execution of their works to be published on the Espresso Book Machine (EBM).

**U.S. CENSUS BUREAU**, United States Census 2010, LCO#2111 Bridgeport, CT

2009 - 2010

**FIELD OPERATIONS SUPERVISOR** (*Field position for decennial census, Norwalk, CT*)

Supervised 20 crew leaders, each of whom led a team of 10 - 15 enumerators, during field operations. Conducted group training sessions using verbatim training guides in field operation procedures, and in supervisory and administrative responsibilities. Submitted requests for replacement workers, assessed trainees, and determined job placement, ensuring operations were staffed to maintain an uninterrupted workflow. Monitored the progress and performance of field staff, collected and reviewed completed work assignments, and ensured assignments were delivered on schedule.

**RECRUITING ASSISTANT (RA)** (*Field position for decennial census, locations in Fairfield County, CT*)

Arranged and conducted census employment test sessions for various positions, scored tests, and reviewed applicant materials for completeness and accuracy. Met with government officials, business leaders, faith-based groups and other appropriate sources in the community to promote census employment opportunities.

**INTEGRATED MARKETING SERVICES**, Norwalk, CT

2006 - 2007

**PRODUCTION MANAGER** (*Advertising Agency*)

Managed print production of market print, tear pads, shelf talkers, displays, FSI's for National, Account Specific & Multi-brand programs. Served as agency representative for outside suppliers and interaction with client McNeil Consumer Healthcare (Tylenol, Immodium, Splenda, Motrin and other brands). Supervised team of Program Managers and Field Promotion Managers.

**TRUDY CORPORATION, *Soundprints*, Norwalk, CT**

2003 - 2004

**PRODUCTION EDITOR (*Children's Book Publisher*)**

Managed the design and development of plush toys and finger puppets. Directed all aspects of printed material, including all books, packaging, catalogs, displays and trade show components. Managed direct mail catalog mailings, and website development. Managed production of audio products including selecting talent for new recordings. Provided final approvals on all editorial and product related design. Reviewed new artist portfolios, and critiqued all submitted artwork.

**MBI, INC., Norwalk, CT (*Direct Response Advertising Company*)**

1981 - 2003

**PRODUCT DEVELOPMENT ASSOCIATE *MBI, Inc. - Danbury Mint Division***

Directed new product development initiatives covering porcelain collector plates, dolls, die-cast vehicles, leather-bound books, gold ornaments and figurines. Worked in tandem with creative team to take new products from concept to full market penetration. Developed initial sketches/drawings, and worked with artists, designers and sculptors to develop detailed sketches and prototypes. Worked with color separators to match original color, and with Far East vendors to create prototypes. Used prototypes to conduct in-house surveys with product test group. Utilized survey data to determine market feasibility and consumer response rates. Handled all negotiation with artists and licensors concerning royalties and licensing. Recommended and implemented new products and subsequent images for series.

**COMPUTER LITERACY:**

*Microsoft Word, Excel, QuickBooks, Adobe Creative Suite, PowerPoint, Access, Outlook, Family Tree Maker, Social Media and Internet*

**EDUCATION:**

NORWALK COMMUNITY COLLEGE, Norwalk, CT *Graphic Design, Architectural Drafting*

THE NEW YORK BOTANICAL GARDEN, Bronx, NY *Landscape Design Certificate*

BRIEN MCMAHON HIGH SCHOOL, Norwalk, CT *National Honor Society*

**AWARDS:**

*Beyond Brushwork Exhibit, Rowayton Arts Center, 1<sup>st</sup> place Mixed Media and Gale Parsons Award, August 2012*

**LANGUAGES:**

*Spanish*

**VOLUNTEER:**

- Independent project - "Nathan Hale Fountain Memorial" - currently working on the restoration of the 1901 DAR monument and its design within an herb garden in Norwalk, CT
- Chair, Roton Point History Committee -published "Roton Point" Postcard History Book with Arcadia Press in 2011, Annual History Day events, Rowayton, CT
- Regent, Good Wife's River Chapter, NSDAR, Darien, CT and Associate Member of Norwalk- Village Green Chapter NSDAR, Norwalk, CT
- Volunteer, Norwalk Arts Festival 2013, Norwalk, CT
- Juror, SoNo Arts Festival 2011, Norwalk, CT
- Board Member, Rowayton Historical Society- organized several fundraising events, added plaques to all former Roton Point amusement park buildings, Rowayton, CT
- Former Board Member, Rowayton Arts Center, Rowayton, CT
- Former Board Member, Rowayton Gardeners Garden Club
- Member, Norwalk Historical Society, Norwalk, CT
- Member, Jamestowne Society, VA
- Member, Connecticut Genealogist's Society, CT
- Member, Mayflower Society, MA
- Former Volunteer Coordinator, Shakespeare on the Sound- recruited 75+ volunteers, Rowayton, CT

(R)

**CHARLES L. YOST**

17 Gregory Boulevard, Norwalk, CT 06855

Home Tel: (203) 853-0837 Cell: (203) 856-7391 Email: charlieyost@optonline.net cyost5@gmail.com

**PERSONAL:** Have resided in Norwalk all of my life with my wife Rosemary and two children, all of whom are products of the Norwalk school system

**PROFESSIONAL:**

**Booth Financial Associates**

Financial Planner 1/2010-present

**MetLife Financial Services**

Financial Planner May 2005-2010

**EDUCATION:**

- Sacred Heart University; M.B.A., 1980
- University of Connecticut; B.S., Business Administration 1970
- World Institute of Trade

**PROFESSIONAL LICENSES-CT, FI AND NY:**

- Life and Health Insurance
- Series 7 General Securities Representative
- Series 6 Investment Company Products/Variable Products Limited Representative NASD
- Series 63 Uniform Securities Agent State Law
- Series 65 Uniform Investment Advisor Law
- Connecticut and New York Partnership for Long Term Care Certification
- Corporation for Long-Term Care Certification

**PROFESSIONAL AFFILIATIONS:**

- Current: Chairman Third Taxing District Electric Utility
- Current: Member Norwalk Historical Commission
- Current: Member Norwalk Museum Re-Structuring Committee
- Former Chairman Norwalk Communities in Schools
- Former Third Taxing District, Treasurer
- Former City of Norwalk Board of Estimate and Taxation
- Former City of Norwalk Planning Commission
- Member Greater Norwalk Master Builders Association
- Former Chairman Courage to Speak Foundation



## Why CodeRED?

THE FEATURES AND VALUE OF  
THE CODERED SOLUTION FROM ONSOLVE

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# Introduction

**ONSOLVE, LLC**  
780 W. Granada Blvd.  
Ormond Beach, FL 32174  
(866) 939-0911  
[www.onsolve.com](http://www.onsolve.com)

## CodeRED

OnSolve is confident that our CodeRED mass notification solution is the ideal fit for your organization. We understand the critical nature of your mass notification project requires not only a fully functional system, but an experienced, reliable vendor capable of continuing a strong partnership with your organization.

OnSolve has been providing high-speed, high-performance, reliable mass notification solutions to worldwide organizations for nearly 20 years. OnSolve has the financial resources, engineering capabilities, support structure and knowledge to support your most cost effective and advanced mass notification solution.

OnSolve provides a suite of diverse, flexible cloud-based communication products that exchange critical and non-critical information quickly and efficiently, to a variety of clients such as:

### GOVERNMENT

Government agencies of all types and sizes can play a role ensuring the safety and security of people and property through both natural and man-made emergencies.

### SMALL & MEDIUM BUSINESS

Advanced communications tools that connect small and medium-sized business with customers, partners and employees to ensure companies function continuously and profitably.

### ENTERPRISE

Complex, global companies with highly mobile work forces must ensure every stakeholder has the information needed to make effective, timely decisions about issues large and small.

OnSolve's solutions provide an application programming interface (API), allowing for integrations with other programs, such as emergency management systems, computer-aided dispatch and others, you may require.

OnSolve welcomes the opportunity to speak with you on why CodeRED mass notification solution will continue to offer the most value to your organization.

Together, let's maintain a lasting partnership dedicated to the success of your mass notification solution.

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For more information contact the

**OnSolve's CodeRED Sales Team**

at 866 939 0911 or visit

[ONSOLVE.COM](http://ONSOLVE.COM)



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# Executive Summary



Beginning in 1998, CodeRED from OnSolve implemented its critical emergency notification system giving organizations the ability to deliver critical and non-critical mass notifications to residents, staff, and stakeholders reliably and efficiently.

OnSolve has invested millions of dollars into our triple-redundant, fully monitored and secure infrastructure, which powers our CodeRED emergency mass notification solution.

OnSolve understands your organization needs:

- A vendor that offers a high-speed, high-performance, mass notification solution.
- A solution that maintains the highest levels of reliability, speed and anticipates client base growth.
- A solution that allows for integrations with other programs.
- A vendor that offers a fully-compliant IPAWS solution.
- A solution that will instantly send critical and non-critical alerts through multiple communication channels simultaneously to reach your intended audience.

Regardless of the organization's size or mission, CodeRED's features set our clients above the rest.

OnSolve serves all levels of government, energy companies, corporate businesses, manufacturing, healthcare and retail businesses.

Our team of highly accomplished professionals have decades of combined experience in the mass emergency notification industry. OnSolve's team will consistently strive to innovate products ensuring our clients maintain the most reliable, technically advanced mass notification solution.

OnSolve's technological strength and financial stability are exhibited by the company's success and longevity demonstrating the creation, exploration and development of mass communications.

OnSolve's CodeRED mass notification solution has been battle tested and relied upon during some of the nation's most recognizable events over the past decade.

# The CodeRED Solution

## CodeRED™

Easy, powerful and reliable—The CodeRED solution provides an intuitive message creation and dissemination process with the ability to distribute an unlimited amount of messages through a variety of delivery methods including landline, VoIP, cellphone, SMS text, email, CodeRED Mobile Alert app, IPAWS, social media networks, website widgets, RSS and more.

In addition, notifications can be sent to any combination of individuals and/or groups and sub-groups. Designated administrators can group contacts as desired, allowing for query-based notifications, targeting messages by defined criteria or by geographic location.

OnSolve developed the easy to use, reliable and affordable CodeRED mass notification system to reach staff, stakeholders and customers with their emergency and/or routine operations messages.

### THE CODERED DIFFERENCE

- Easy to use Software-as-a-Service (SaaS) based technology.
- Reliable message delivery.
- Automated weather alerts.
- Triple redundant infrastructure.
- Mobile launcher and alerts for iPhone® and Android® devices.
- Authorized Telecommunications Service Priority service vendor.
- 24/7/365 live client support.
- True two-way message capabilities.

OnSolve employs a triple-redundant (Active-Active-Active) configuration with built-in, automatic rollover capabilities.



## The CodeRED Solution CONTINUED

The CodeRED system was designed to be easy to use, even under the most strenuous of conditions. For example, expecting use under pressure, OnSolve built the feature rich interface with a simple three-step process to initiate critical and non-critical communications.



### Two Unique Mobile Applications

The CodeRED solution provides for multiple, integrated mobile solutions to enhance communication initiatives and streamline operations:

#### CODERED MOBILE LAUNCHER APP

The CodeRED Mobile Launcher app allows organizations to quickly and easily build new or utilize saved scenarios then launch notifications via all modes of dissemination.

#### CODERED MOBILE ALERT APP

The CodeRED Mobile Alert app, allows the organization to contact those who are not in the database, as well as individuals who live outside the region. The CodeRED app is available for free download to any Android or iOS device.



### Two-Way Messaging

The CodeRED solution offers Two-Way Messaging enhancing capabilities beyond those of simple text or email.



### Social Media Capabilities

The CodeRED Mobile Alert App includes a social sharing feature. This allows recipients to promote emergency and general notifications such as severe weather warnings, missing persons, boil water advisories and more across their personal social media platforms.



### Internal Group Notification

Through the designation of groups and sub-groups, the client can customize the CodeRED database to reach any combination of recipients desired.



### Bulletin Board

The CodeRED solution provides the Bulletin Board feature to allow recording of messages that can be accessed by recipients.



### Real-Time Reporting

The CodeRED system provides real-time statistics that can be viewed live during a call or at any time following the launch. This information is available for the life of the CodeRED contract.

# Integrated Public Alert Warning System (IPAWS)

## IPAWS

The CodeRED solution provides a fully compliant IPAWS origination tool operational in all five IPAWS messaging methods, including WEA, EAS, NWEM, HazCollect, Collaborative Operating Group (COG) to COG and the Public Alerts Feed.

The IPAWS origination tool is seamlessly integrated within the system interface and provides Single Sign-On (SSO) capability. Message initiators do not need to log in to another program or different interface, saving time and potentially, lives. During an emergency, public safety officials must provide the community with life-saving information quickly.

### CODERED FEATURES FOR IPAWS:

**One message, multiple channels** – Instantly send emergency alerts through multiple communication channels simultaneously to reach the client's intended audience.

**Time savings** – Reduce delays caused by activating multiple systems separately.

**Reliability** – Internet-based warnings remain steadfast where other communication systems may become overloaded or fail.

**Geo-targeting** – This data standard supports the use of geospatial polygons to define hazard areas for more accurately targeted messages.

#### IPAWS Message Creation

CodeRED's IPAWS Origination Tool allows message initiators to build alerts within the appropriate IPAWS environment (LIVE or JTC).

#### IPAWS Utilization of FIPS Code

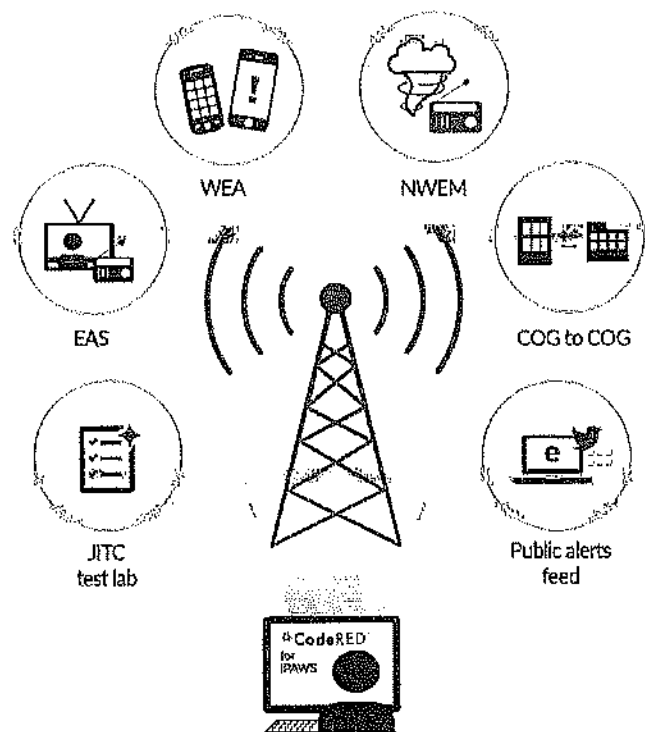
Target areas may be created through mapping, utilization of FIPS Code (multiple FIPS Codes are allowed), or COG. Message initiators will select the expiration date and time, and alert type(s).

#### IPAWS Scenario Recap

The message may then be created following FEMA guidelines. Multi-media messages may be included. Upon completion of the alert creation, a scenario recap is provided for final review.

#### IPAWS Launch Records – Statistical Data

Once the alert is launched, statistical data is available for review, and follow-up actions as needed.



# OnSolve Project Support



FEMA



## ONSOLVE CLIENT SUPPORT

OnSolve believes that "support" plays a critical part in providing a Software-as-a-Service solution, and provides live, 24/7/365 client services through our in-house team of highly-trained technicians.

OnSolve's 24/7/365 Network Operations Center (NOC) is tasked with persistent monitoring of the operational status of our infrastructure and system performance.

## TRAINING

OnSolve offers a variety of training materials to ensure your organization is fully proficient in the system. These resources complement the intuitive design of CodeRED, resulting in an extremely user-friendly experience.

## IMPLEMENTATION

The CodeRED solution is a Web-based SaaS service, making implementation simple.

## ONSOLVE PROJECT TEAM

Our team of highly accomplished professionals have decades of combined experience in the mass emergency notification industry. OnSolve's team has the relevant, industry specific knowledge needed to ensure a successful implementation.

## ONSOLVE CERTIFICATIONS

OnSolve has been approved by the Department of Homeland Security (DHS) for participation in their Telecommunications Service Priority (TSP) program. Sponsored by FEMA IPAWS, OnSolve received this approval reserved for organizations that provide national security and emergency preparedness services, giving federally qualified participants priority for provisioning and repair of their network during emergency situations.

# Forward-Looking Technologies And Enhancements



## 2017 BCI CONTINUITY AND RESILIENCE INNOVATION AWARD

OnSolve was recognized in September 2017 at the Disaster Recovery Journal Fall World event as winner of the Business Continuity Institute (BCI) Continuity and Resilience Innovation 2017 Award. This is only one of seven regional awards recognized at the BCI Americas Awards annually. A month later, OnSolve took home the Global BCI Continuity and Resilience Innovation of The Year award for those same acknowledgments.

OnSolve received this prestigious honor for bringing a host of innovative product and service features to the market over the past year that enabled organizations to improve business continuity and resilience. Some of the innovations highlighted included advanced geo-fencing, two-way messaging, ad hoc reporting and language translation.

## CIO100

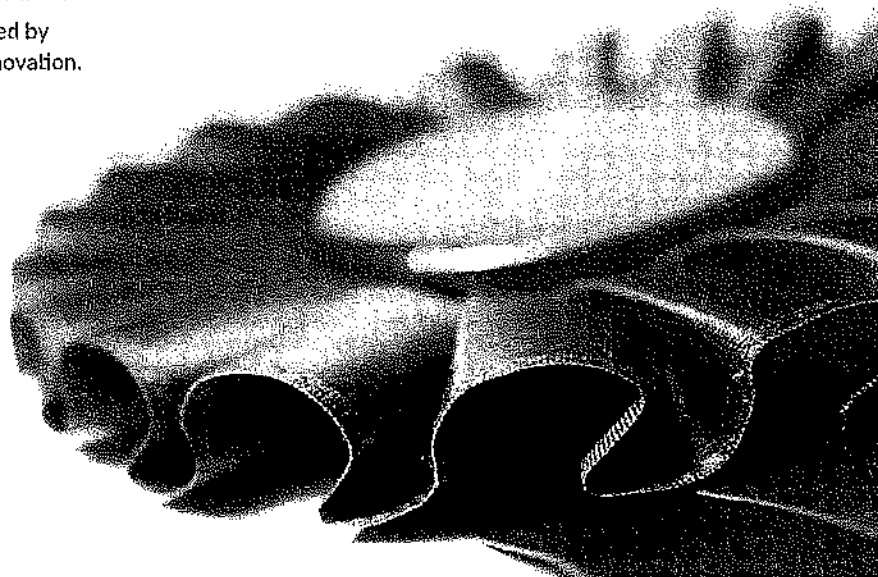
### 2016 CIO AWARD FOR IT-BUSINESS INNOVATION

OnSolve's commitment to innovation is exemplified by receiving the 2016 CIO Award for IT-Business Innovation. The 29th annual CIO Award program recognizes organizations around the world that exemplify the highest level of operational and strategic excellence in Information Technology (IT).

OnSolve product managers regularly communicate across our national client base to determine the most advantageous new technologies. As a result of this process, more than 80% of system enhancements come from user requests and feedback. All new features reflect the best practices of agencies across North America.

OnSolve also establishes meetings in conjunction with local and regional conferences to confer with agencies across the country. During each conference, participants provide input on system usage and desired features. New features and product roll-outs are presented, with hands-on training administered to ensure agency representatives are fully proficient in their use of the system. Client panels are also conducted to glean lessons learned and best practices.

New developments and system enhancements are based on our continual research into technologies that will optimize system functionality and incorporate new and useful applications for our clients. Enhancements are specifically designed to address the expressed needs of our clients, who play an active role in the product development process. For example, OnSolve has organized a Client Advisory Board that holds an annual meeting to discuss the latest developments and services.



# Important CodeRED Features

## CODERED LAUNCHER APP

### Send notifications on-the-go

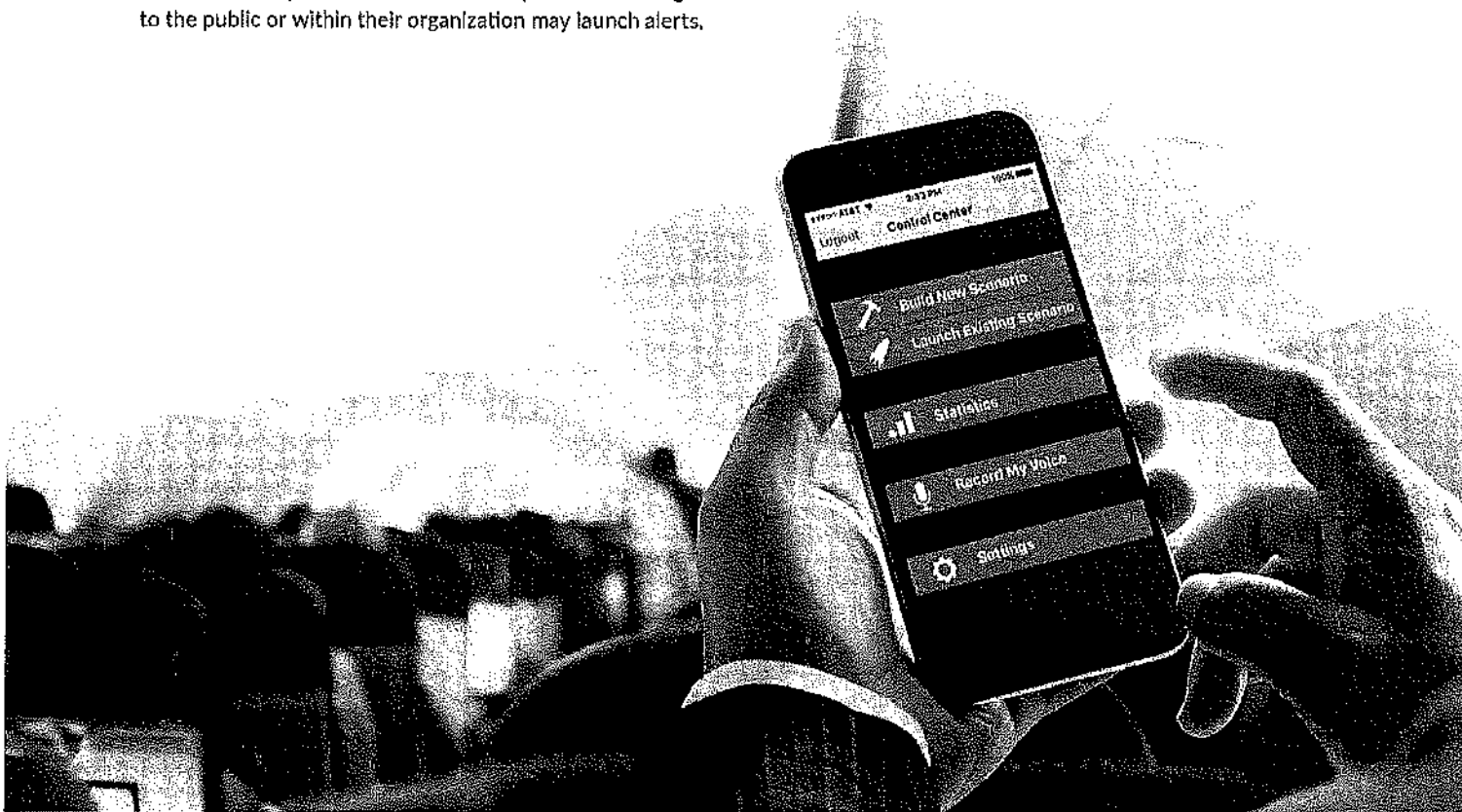
The CodeRED Launcher app gives authorized users the ability to send notifications directly from their smartphone or tablet. Within seconds, users can send notifications to contacts in specific geographic areas through the app.

### LAUNCH A NOTIFICATION FROM ANYWHERE

The CodeRED Launcher App puts the power in your hands to create and send messages within seconds directly from your smartphone. The solution is ideally suited for use in the field or for ad hoc community and staff alerts. It allows authorized users to start and stop critical message campaigns from any device, track campaign statistics upon completion of alerts to show the results of each completion attempt, and define precise locations for critical message delivery through the enhanced mapping interface. Using system credentials, only users with the authority to send messages to the public or within their organization may launch alerts.

## HOW IT WORKS:

- The app guides the user through the notification process, allowing a new message to be created or an existing scenario that has already saved in the system to be activated. Users may also view statistics, record voice messages via the device microphone and more.
- Authorized users can quickly and easily create a message and target desired recipients by selecting the appropriate audience based on event severity, defined groups and other qualifiers.
- Pinpoint the geographic area for your warning; the interface will display the targeted area and show how many contacts are within its boundaries.
- Select your message components and choose how your notification will be delivered. Dissemination paths include voice, text, email, the CodeRED Mobile Alert app, TDD/TTY, and more; all from a single user interface.





# Important CodeRED Features CONTINUED

## **CODERED MOBILE ALERT APP**

Geo-targeted alerts for safety notifications

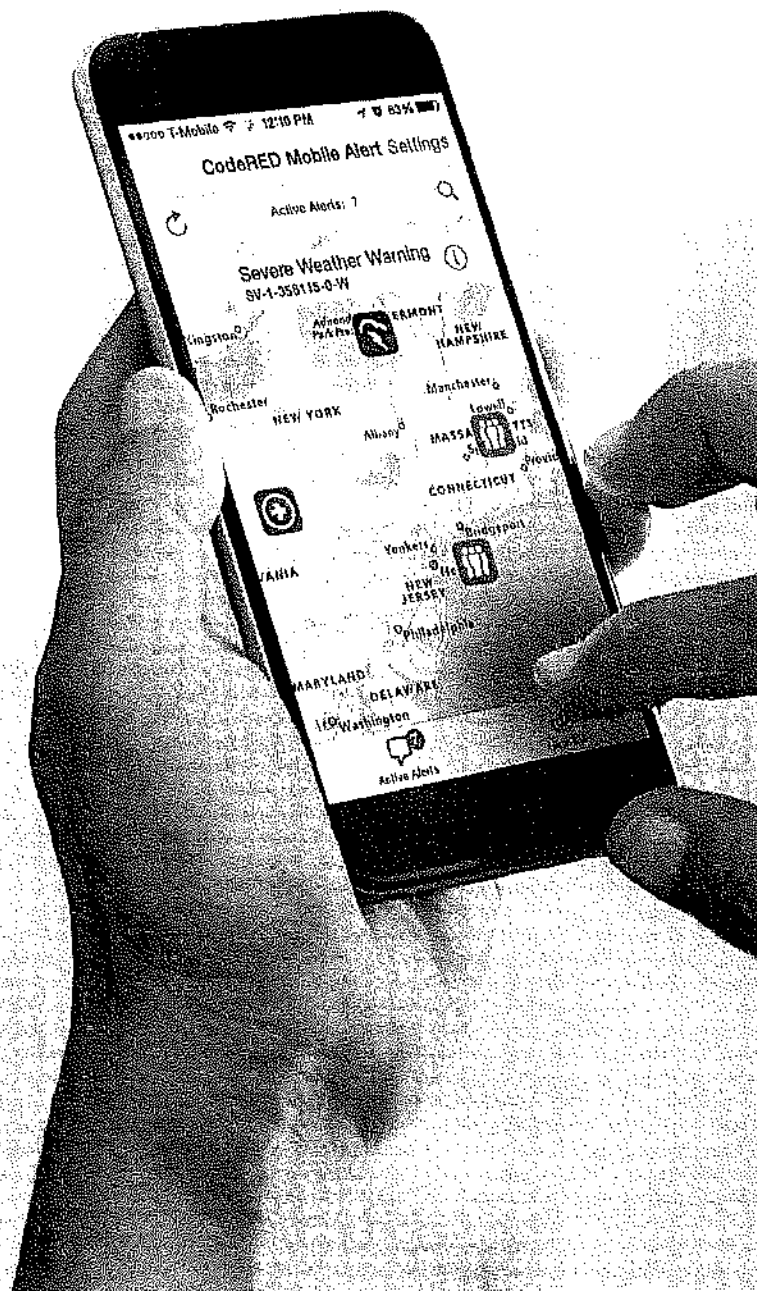
The CodeRED® Mobile Alert app provides advanced, real-time, location-specific alerts to notify subscribers of critical communications as they travel across the United States and Canada.

### **HOW THE CODERED MOBILE ALERT APP WORKS**

The Mobile Alert app is simple to use. As a resident or visitor, you can download the free app on your smartphone. When a public safety official initiates a notification to the app using CodeRED, you'll receive an alert directly to your phone.

### **BENEFITS OF THE CODERED MOBILE ALERT APP**

- **Free download** – Protect residents and visitors traveling across CodeRED communities.
- **Customized user experience** – Subscribers choose the types of alerts they wish to receive.
- **Detailed notifications** – Messages can include text and/or audio and feature a map with location of the warning area.
- **Unlimited uses** – Use the app to reach residents and visitors at shopping centers, fairs, festivals, concerts or other events that may bring people from different communities together.
- **Easy to use** – Send mobile alerts via the same single CodeRED Interface used to deliver voice, text, email, IPAWS and social media messages.
- **Function** – Location-based alerts.
- **Interface** – Ad-free, easy-to-use Interactive map with color-coded icons, available on iOS and Android devices.
- **Settings** – Optional audible hands-free driving, establish personal warning radius and view optional weather feeds.
- **Uses** – Emergency alerts, severe weather warning, missing persons notifications and more.





## Important CodeRED Features CONTINUED

### **CODERED WEATHER WARNING**

#### **Automated Weather Warning**

When severe weather strikes, seconds can make a difference in how people prepare and respond. Protect residents with automatic notifications delivered by CodeRED Weather Warning.

#### **AUTOMATION ALERTS THE PUBLIC QUICKLY**

CodeRED Weather Warnings are launched just moments after a bulletin has been issued by the National Weather Service (NWS) with no staff action required. This sophisticated feature of the CodeRED system takes pressure off of internal resources while continually ensuring citizens and staff that may be threatened by local, severe weather are notified and informed throughout a disruptive time.

### **NATIONAL WEATHER SERVICE POLYGON METHODOLOGY**

Using information provided by NWS to define a storm's direction and speed, CodeRED Weather Warning geographically targets notifications to reach only those in the projected path of the storm, increasing relevance and reducing false alarms.

Types of warnings issued are varied, and each is available to areas prone to specific weather conditions, including:

- Severe thunderstorms
- Flash floods
- Tornadoes
- Winter storms
- Tsunamis

"We had a tornado go through our city and CodeRED Weather Warning helped our citizens with early notification. Fortunately we didn't have any fatalities, but 300 homes were completely destroyed. CodeRED Weather Warning gave residents early warning with extra time to prepare."

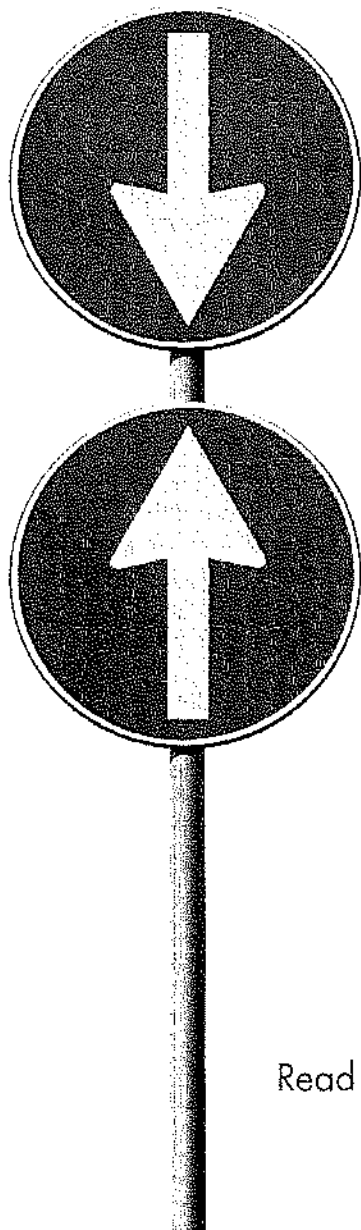
FIRE CHIEF THOMAS GRIFFITH, CITY OF LANCASTER, TX



# Important CodeRED Features CONTINUED

## CODERED TWO-WAY MESSAGING

Sometimes you need the ability to interact directly with residents, staff and stakeholders and allow responses to conduct two-way dialogue by email and text.



### TWO-WAY MESSAGING GIVES YOU THE ABILITY TO:



Send messages through a web-based solution  
See when a message has been opened, in what format (email or text) and the response (if applicable).



Enable polling and track responses via a simple survey

Staff and residents can receive and respond to messages featuring a simple survey with yes or no responses. If text responses are enabled, recipients may respond with a personalized message.



View and track all responses

Real-time responses allow visibility to the most up-to-date information.



Set a pre-defined expiration time

Determine how long a notification is valid, ranging from 10 minutes up to 24 hours.



Attach documents with your communication  
Attachments displayed by name can provide additional pertinent information to recipients (i.e., a photo of a missing individual, event fliers, maps of affected areas, etc.).



Use efficient character counts with shortened URLs

Recipients receive a complete message that has not been truncated by character limitations.



Employ a responsive design that accommodates multiple device types

Messages are displayed consistently across all device types for a streamlined user experience.

Read the CodeRED Case studies—hear it from your peers.



## Sheriffs use CodeRED to help in wildfire evacuations and to find missing people

Rapid, reliable notification keeps lines of communication within communities open in diverse situations.

### Customer Profile:

Yavapai County is near the center of the U.S. state of Arizona, and is often subject to wildfires that can endanger lives and property.

### Problem:

When the Tenderfoot Fire erupted, authorities needed a way to alert residents of evacuation and direct them to shelter.

### Solution:

Using CodeRED, sheriffs alerted residents about the fire danger, potentially saving lives in the process.

### Benefit:

The people of Yavapai County can rest assured that they will quickly be provided with critical information when danger threatens.

### The Tenderfoot Fire threatens

On June 8, 2016, a human-caused brush fire in Yarnell, Arizona began around 3:15pm and soon exploded into burning 600 acres, fanned by 20mph winds. Termed the Tenderfoot Fire, the blaze burned through three structures by Wednesday night. Highway 89 was closed, 1,050 customers were without power and the fire threatened communications equipment used by the sheriff's deputies.

### The Problem: Alerting the community of danger

The Yavapai County Sheriff's office needed a way to alert and direct the entire towns of Yarnell and Peebles Valley to evacuate. This situation was especially alarming because in 2013, a Yarnell firestorm destroyed more than 100 homes and killed 19 Prescott Hot Shot firefighters who were attempting to protect the town. No one wanted a repeat performance of that disaster.

### The Solution: CodeRED

Using the CodeRED® notification system, Yavapai County sheriffs were able to alert all citizens quickly, and when the fire danger ended, they sent another alert to let everyone know it was safe to return home.

Since that time, Yavapai County has experienced more wild fires as well as missing person incidents and have successfully used CodeRED to assist a local police agency with evacuations due to another fire bearing down.

On June 19, 2016, an 86-year-old woman with dementia was reported missing around 6pm. The Prescott Police Department used the CodeRED system to alert residents of the missing woman along with her physical description. The system made over 1,600 calls, and the Yavapai County Search and Rescue K-9 team was able to locate the missing woman around 9:45pm that evening near Willow Lake.

### How local government and law enforcement can use CodeRED:

- Keep crisis management plans up-to-date with pre-created notification scenarios identifying key communities to target
- Issue automated emergency alerts that notify civilians in the path of fire, storm or other danger
- Activate evacuation plans and guide and direct residents to safety
- Alert local emergency responders to assist during a disaster

### The end result

The CodeRED system is a year-round, critical resource for the Yavapai County Sheriff's Office. Following the June 2016 fire and several other incidents, sheriff's personnel heard from many of the town's residents who expressed great appreciation for the important notifications from CodeRED.



## Boston agencies relied on CodeRED for post-blast crisis communications following bombing

Less than thirty minutes after two bombs struck near the finish line of the Boston Marathon in April 2013, multiple agencies within the Boston area used the massive dialing infrastructure behind CodeRED to quickly send critical communications to both runners and the public.

### Customer Profile:

The 2013 Boston Marathon suffered a horrific terrorist bombing that killed several people and injured hundreds of others.

### Problem:

Many businesses and agencies needed to alert runners, spectators and staff to direct them to safety while helping emergency responders help the injured.

### Solution:

Using CodeRED, many organizations were able to successfully communicate during periods of network congestion throughout the tense days-long event.

### Benefit:

Working together as a fully informed community, the city of Boston was able to find the culprits and guide law enforcement in their capture.

### A tragic attack in the city of patriots

On April 15, 2013, two homemade bombs exploded just seconds apart near the finish line of the annual Boston Marathon, killing three people and injuring hundreds of others, including 16 who lost limbs. In the first 24 hours following the incident, more than 228,000 calls, tens of thousands of texts and emails, in addition to 700 CodeRED® Mobile Alert app notifications kept residents informed of critical public safety messages specific to their areas.

### The Problem: How to reach many people at once

For one client who relies on the CodeRED high-speed notification system, part of the marathon path took runners directly through his town of Newton, Mass. "The Boston Marathon goes through Newton, and it was enormously helpful to be able to deploy the CodeRED system in specific geographic areas on marathon day," said Lt. Bruce Apotheker, spokesperson for the Newton Police Department. "When the state advised a lockdown of Newton and neighboring communities on Friday, April 19th, the system was very useful in helping us to keep our residents informed throughout the day."

### The Solution: CodeRED

Brookline Police Department in Massachusetts also relied on CodeRED technology to deliver nearly 30,000 telephone calls specifically related to the Boston Marathon explosion. Their EMT Division Initiated calls before 3:15 p.m., less than a half hour after the bombs exploded near the finish line.

The following day, the Massachusetts Institute of Technology (MIT) used the CodeRED system to notify students, faculty and staff of a suspicious package on campus. More than 20,000 calls were launched in 11 minutes and 18,000 text messages were sent in three minutes, allowing MIT to communicate with their campus community during a time of heightened awareness and vigilance. MIT used the system to send a follow-up all-clear message 15 minutes later, and the entire campus was again notified in just over 10 minutes.

The system saw critical client use Thursday and Friday that week as MIT launched thousands of text messages almost every hour to students, faculty and staff related to an active shooter on campus, suspicious package reported, class cancellations and to stay home and indoors. Messages were received in less than three minutes of initial launch.



CodeRED clients across Massachusetts including Lexington, Cambridge, Newton, Arlington and Plymouth used the system to engage SWAT teams and deployments, issue shelter-in-place warnings to the community and alert city transportation and others of office closures. Before noon on Friday, clients had used the CodeRED infrastructure to deliver nearly two million calls, hundreds of thousands of text and email notifications, and thousands of notifications through the CodeRED Mobile Alert for location-specific smartphone alerts.

How local government and law enforcement can use CodeRED:

- Keep crisis management plans up-to-date with pre-created notification scenarios identifying key communities to target
- Issue automated emergency alerts that notify civilians in the path of fire, storm or other danger
- Activate evacuation plans and guide and direct residents to safety
- Alert local emergency responders to assist during a disaster

#### The end result

Because the CodeRED system is monitored 24/7 by live, in-house technical and client support teams, calls were initiated seamlessly, even during reported network congestion at critical times Monday, overnight Thursday and through Friday.

"When the state advised a lockdown of Newton and neighboring communities on Friday, April 19th, the system was very useful in helping us to keep our residents informed throughout the day."

---

Lt. Bruce Apotheker

Spokesperson for the Newton  
Police Department



## Lost child found quickly with help from CodeRED notification system

Rapid, reliable notification keeps residents in communication when a child's life could be at stake.

### Customer Profile:

Belmont County is located in the state of Ohio and has a population of roughly 70,400 people.

### Problem:

When a seven-year-old child went missing and the usual services couldn't quickly find him, authorities wanted to engage residents to help.

### Solution:

Using CodeRED, residents were alerted about the missing boy and he was quickly found to be at a neighbor's house, safe and sound.

### Benefit:

Emergency responders have a quick and reliable way to target and reach residents who can aid in searches.

### A boy goes missing and a search begins

On the night of May 12, 2016 around 6:00 pm, authorities in Belmont County, Ohio, received a call about a missing seven-year-old boy in a rural area of the county. The initial report indicated that the child might have been taken by the child's father, who at the time, was residing in a different location. Law enforcement successfully located the child's father after just 15 minutes and determined that the child was not with him. The search widened.

### The Problem: Reaching responders in different agencies

Belmont County Fire and emergency medical services (EMS) and utility terrain vehicles (UTVs) from surrounding fire departments were dispatched to assist with the search. When law enforcement, fire and EMS services realized the search of the immediate area was not returning any results, they knew they needed to issue a community alert and expand their search area.

### The Solution: CodeRED

A fire chief in one of the local responding fire departments, who also is a supervisor of the County's 9-1-1 system, quickly deployed the CodeRED® Launcher application. This way he was able to send an alert from his tablet while in the fire apparatus helping with the search.

Just seven minutes later, a call was received at the dispatch center from a neighbor who said the child was at his house. The neighbor

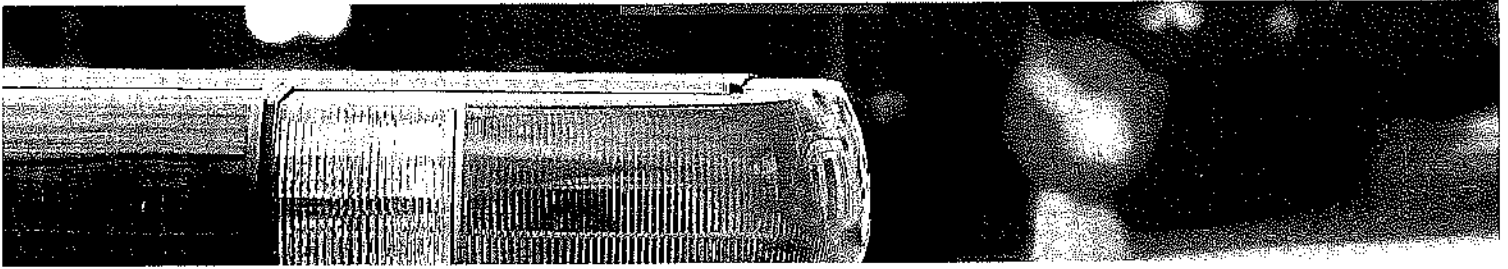
was not aware that the boy's family did not know his whereabouts. Units responded to the call and the child was successfully reunited with his family. The family is grateful, and now all families in the county are reassured that there is a system in place in case other residents go missing.

### How local government and law enforcement can use CodeRED:

- Keep crisis management plans up-to-date with pre-created notification scenarios identifying key communities to target
- Issue automated emergency alerts that notify civilians in the path of fire, storm or other danger
- Activate evacuation plans and guide and direct residents to safety
- Alert local emergency responders to assist during a disaster

### The end result

"While this isn't the first incident of this type that CodeRED has helped in our county, it was one that definitely helped to expedite an end to a very scary situation for the family," said Bryan Minder, ENP director of Belmont County 9-1-1. "CodeRED is an invaluable tool for Belmont County. I can't express how happy we are to use your product."



## Notification software successfully used to alert and inform residents of local crime spree

Rapid, reliable notification keeps residents informed with crime prevention tips when thefts are on the rise.

### Customer Profile:

Shawnee County is located in northeast Kansas, in the central US, and is the third-most populous county in its state.

### Problem:

Shawnee County authorities wanted to alert the citizenry to a rash of mail and property theft.

### Solution:

Using CodeRED, authorities alerted residents to take extra precautions with their mail, vehicles and other possessions.

### Benefit:

The people of Shawnee County are now armed with important information and tips to help them protect their property and avoid being victimized.

### Community awareness foils criminals

A recent rash of mail theft, vehicle burglaries and vehicle thefts prompted the Shawnee County Sheriff's Office to issue a countywide alert to help inform and protect residents. The Sheriff's office indicated that they had seen an increase in crimes throughout all parts of Shawnee County and wanted to warn the populace to be on guard.

### The Problem: How to reach many people at once

The Sheriff's office wanted to remind residents to place outgoing mail in post office drop boxes and to collect all mail and packages delivered to their homes as soon as possible, as well as provide other crime prevention tips. "Criminals are following mail carriers and removing mail from mailboxes, looking for any information to steal your identity or financial information," the alert stated. "Criminals are also taking packages dropped off on citizens' doorsteps."

### The Solution: CodeRED

Authorities used the CodeRED® alerting system to notify residents to guard their mail deliveries, keep vehicles locked, and to not leave spare keys or property inside vehicles. They advised folks that, "Criminals are removing loose items found in vehicles including electronics, currency, purses, backpacks, firearms, garage door openers, keys and other miscellaneous items," according to the alert issued.

### Guidance went on to remind residents,

"Burglars may approach a residence and if the homeowner is home, then if confronted, make up an excuse for being on the property, such as they are looking for looking for someone else." The Sheriff's office asked residents to report all incidences immediately to law enforcement and provide details and subject descriptions, including vehicle make, model and tag numbers when possible.

### How local government and law enforcement can use CodeRED:

- Keep crisis management plans up-to-date with pre-created notification scenarios identifying key communities to target
- Issue automated emergency alerts that notify civilians in the path of fire, storm or other danger
- Activate evacuation plans and guide and direct residents to safety
- Alert local emergency responders to assist during a disaster

### The end result

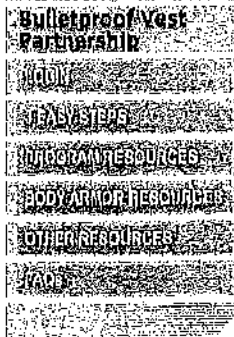
Shawnee County has used CodeRED to bring awareness to criminal activity, which has likely prevented many people from falling victim to crime. They know that authorities are looking out for them, and that in the case of even more serious crimes that could threaten them or their families, help is nearby.





[Notice: Critical Program Information \(Click Here\)](#)

[Home](#) | [Login](#) | [Contact Us](#)



## Bulletproof Vest Partnership



The Bulletproof Vest Partnership (BVP), created by the Bulletproof Vest Partnership Grant Act of 1998 is a unique U.S. Department of Justice Initiative designed to provide a critical resource to state and local law enforcement.

**ONE MILLION VESTS:** Since 1999, the BVP program has awarded more than 13,000 jurisdictions a total of \$467 million in federal funds for the purchase of over one million vests (1,348,813) as of January 2019.

**NEW:** The Bureau of Justice Assistance (BJA) is pleased to announce the Fiscal Year (FY) 2019 BVP application funding period. Applications for FY 2019 BVP funds will be accepted beginning April 16, 2019. All applications must be submitted online by 6:00 pm (Eastern Time), May 28, 2019.

**NEW: The Fiscal Year 2018 BVP awards have been announced.**  
See the complete list of [FY 2018 BVP awards](#).

**Documentation Requirement:** Grantees are required to keep documentation to support the BVP vest application and payment requests for at least a three year period.

**Other Federal Funds:** Justice Assistance Grant (JAG) funds or other federal funding sources may not be used to pay for that portion of the bullet proof vest (50%) that is not covered by BVP funds. JAG or other federal funds may be used to purchase vests for an agency, but they may not be used as the 50% match for BVP purposes.

### Uniquely Fitted Armor Vest

**Requirement-** Jurisdictions receiving funding for reimbursement of body armor purchases must have in place a uniquely fitted vest requirement when the FY 2019 BVP applications are submitted.

In the BVP Program, "uniquely fitted vests" means protective (ballistic or stab-resistant) armor vests that conform to the individual wearer to provide the best possible fit and coverage, through a combination of: 1) correctly-sized panels and carrier, determined through appropriate measurement, and 2) properly adjusted straps, harnesses, fasteners, flaps, or other adjustable features. The requirement that body armor be "uniquely fitted" does not necessarily require body armor that is individually manufactured based on the measurements of an

## NIJ Advisory and Safety Notices

### Current National Institute of Justice Body Armor Standard 0101.06

#### NIJ Certification Mark

#### NIJ Body Armor Standard 0101.06 Vest List

#### 3-25-19: NIJ Advisory Notice

- [Arsenal Industries Panama, Inc. model – GR-102](#)

#### 2-27-19: NIJ Advisory Notice

- [Craig International Ballistics, model CIB-XP-III A](#)

#### 12-10-18: NIJ Advisory Notice

- [NIJ Advisory Notice Hardwire, LLC model – HW-LWP-III](#)

#### 11-29-18: NIJ Safety Notice #01-2018:

- [Pacific Safety Products Ballistic Body Armor Model GPBII-2-F4 \(November 29, 2018\)](#)

#### 5-17-16: NIJ Safety Notice #1-2016

- [Pacific Safety Products model – GPBII-3-F2 \(May 17, 2016\)](#)

#### 5-5-17: NIJ Safety Notice

- [Angel Armor Ballistic Body Armor Model Rise, Premium, Female, II](#)

#### 10-13-15: NIJ Safety Notice

- [Paraclete model – LXIII A-1](#)
- [Gall's model – LXIII A-1](#)
- [PACA model – LXIII A-1](#)
- [Protective Products model – LXIII A-1](#)
- [Point Blank Body Armor model – LXIII A-1](#)
- [Paraclete model – LXIII AF-1](#)
- [Gall's model – LXIII AF-1](#)
- [PACA model – LXIII AF-1](#)
- [Protective Products model – LXIII AF-1](#)
- [Point Blank Body Armor model – LXIII AF-1](#)

**Body Armor Labels: When In Doubt .... Check It Out** ([Click here for additional information](#))

### Closed NIJ Advisory Notices and Safety Notices

### Previous National Institute of Justice Body Armor Alerts



Individual wearer. In support of the Office of Justice Programs' efforts to improve officer safety, the American Society for Testing and Materials (ASTM) International has made available the *Standard Practice for Body Armor Wearer Measurement and Fitting of Armor* (Active Standard ASTM E3003) available at no cost. The Personal Armor Fit Assessment checklist, is excerpted from ASTM E3003.

In addition, a certification section has been added to the 2019 application (in the BVP system) stating the jurisdictions and law enforcement agency are aware of and will comply with this requirement.

#### **NEW! UPDATED Mandatory Wear FAQs**

Following two years of declining law enforcement officer line-of-duty deaths, the country realized a dramatic 37 percent increase in officer deaths in 2010. Fifty-nine of the 180 officers killed in 2010 were shot during violent encounters; a 20 percent increase over 2009 numbers. The U.S. Department of Justice is committed to improving officer safety and has undertaken research to review and analyze violent encounters and law enforcement officer deaths and injuries. Due to the increase in the number of law enforcement officer deaths, coupled with our renewed efforts to improve officer safety, beginning with FY 2011, in order to receive BVP funds, jurisdictions must certify, during the application process, that all law enforcement agencies benefiting from the BVP Program have a written "mandatory wear" policy in effect. This policy must be in place for at least all uniformed officers before any FY 2011 funding can be used by the agency. There are no requirements regarding the nature of the policy other than it being a mandatory wear policy for all uniformed officers while on duty. BJA strongly encourages agencies to consult the International Association of Chiefs of Police's Model Policy on Body Armor and to strongly consider all recommendations within that policy. This policy change was announced in October 2010 by Attorney General Holder after consulting with and receiving input from the law enforcement community.

The IACP has very generously provided both its Body Armor Model Policy and position paper to the BVP program. In order to obtain a copy of the Model Policy and position paper, jurisdictions must be registered with the BVP program. To obtain a copy of the Model Policy, contact the BVP Customer Support Center at 1-877-768-3787 or email [vests@usdoj.gov](mailto:vests@usdoj.gov).

For additional information regarding this new BVP program requirement, click [here](#).

#### **2-25-16: NIJ Advisory Notice**

- [PACA model -- CIIIA-2](#)
- [Galls model -- CIIIA-2](#)
- [Point Blank Enterprises model -- CIIIA-2](#)

#### **9-15-15: NIJ Advisory Notice**

- [U.S. Armor Corporation model - 5228](#)

#### **8-27-15: NIJ Advisory Notice**

- [Central Lake Express model - SERFG-B-II](#)

#### **10-24-13: NIJ Advisory Notice**

- [Safariland, LLC Models BA-2000S-HP02F and BA-2000S-SX01F](#)
- [American Body Armor Models BA-2000S-HP02F and BA-2000S-SX01F](#)
- [Second Chance Models BA-2000S-HP02F](#)

#### **6-28-13: NIJ Advisory Notice**

- [Safariland, model 2220-1](#)

#### **6-13-13: NIJ Advisory Notice**

- [Pacific Safety Products Inc, Ballistic Body Armor Model 08UG2A8H](#)

#### **4-17-13: NIJ Safety Notice**

- [Point Blank Body Armor, model CB-S2-BII](#)
- [Point Blank Body Armor, model CB-S3-BIIA-2](#)

#### **Body Armor Safety Initiative Archive**

**\*\*All media contacts should be directed to the Office of Justice Programs, Office of Communications.**

For immediate assistance, please call us toll-free at 1-877-768-3787. You may also reach us by email at [vests@usdoj.gov](mailto:vests@usdoj.gov)

## REVIEW APPLICATION



Application Profile



Application



NIJ Approved Vests

Submit Application

Below is the current status of your application. To add more vests to your application or to make modifications to your application, use either the 'Update Details' link in the 'Application Status' column or step 'Manage Application' in the left hand menu bar.

### APPLICATION PROFILE

|                                             |              |
|---------------------------------------------|--------------|
| Participant                                 | NORWALK CITY |
| Fiscal Year                                 | 2019         |
| Number of Agencies Applied                  | 1            |
| Total Number of Officers for Application    | 179          |
| Number of Officers on Approved Applications | 179          |

### APPLICATION PROFILE

|                        |      |
|------------------------|------|
| Fiscal Year            | 2019 |
| Vest Replacement Cycle | 5    |
| Number of Officers     | 179  |

## VIEW/UPDATE APPLICATION

You may make changes to the Information shown for vests displayed below by changing the information in the text boxes and pressing the 'Update Vests' button. If you want to remove these vests from the application press the 'Remove Vests' button.

Manufacturer Name: Armor Express, Inc.

Vest Model Name: RZRG2-A-II

Threat Level: II

Gender: N

### VIEW/UPDATE APPLICATION

| Quantity | Unit Price | Tax Shipping and Handling |
|----------|------------|---------------------------|
| 36       | 800,00     | ,00                       |

UPDATE VESTS

REMOVE VESTS

|                       |                            |
|-----------------------|----------------------------|
| Number of Stolen      | 0                          |
| Number of or Damaged  |                            |
| Emergency Replacement |                            |
| Needs ⓘ               | Number of Officer Turnover |
|                       | 8                          |

## REVIEW BVP APPLICATION FOR FUNDING

2

| Applicant     | Quantity | Total Cost  | Date Submitted | Application Status                        |
|---------------|----------|-------------|----------------|-------------------------------------------|
| NORWALK CITY  | 36       | \$28,800.00 |                | Created<br><a href="#">Update Details</a> |
| Grand Totals: | 36       | \$28,800.00 |                |                                           |

[PROCEED TO SUBMIT APPLICATION](#)

## SUBMIT APPLICATION



Application Profile



Application



NIJ Approved Vests



Submit Application

**PLEASE NOTE:** Applications for funding may be submitted for the purchase of any armor that meets the established NIJ ballistic or stab standards ordered on or after April 1, 2019. Once the open application period closes, funding levels will be established and all applicants will be notified.

### APPLICATION PROFILE

|                                             |              |
|---------------------------------------------|--------------|
| Participant                                 | NORWALK CITY |
| Fiscal Year                                 | 2019         |
| Number of Agencies Applied                  | 1            |
| Total Number of Officers for Application    | 179          |
| Number of Officers on Approved Applications | 179          |

## APPLICATION PROFILE

Fiscal Year 2019

Vest Replacement  
Cycle ① 5

Number of Officers 179

3

Number of  
Emergency  
Replacement  
Needs ①

Number  
of Stolen  
or  
Damaged  
Number  
of Officer  
Turnover

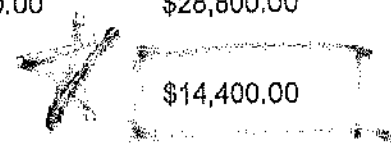
0  
8

## SUBMIT APPLICATION FOR FUNDING FOR BVP APPROVAL

## Application for Funding

| Name            | Quantity | Extended<br>Cost | Tax,<br>S&H* | Total Cost  |
|-----------------|----------|------------------|--------------|-------------|
| NORWALK<br>CITY | 36       | \$28,800.00      | \$0.00       | \$28,800.00 |
| Grand Totals    | 36       | \$28,800.00      | \$0.00       | \$28,800.00 |

Requested BVP Portion of Total Cost, up to:



\$14,400.00

\* Total Taxes, Shipping and Handling Cost for each Application

**SUBMIT APPLICATION FOR BVP APPROVAL**

#### **Paperwork Reduction Act Notice**

Under the Paperwork Reduction Act, a person is not required to respond to a collection of information unless it displays a currently valid OMB control number. We try to create forms and instructions that are accurate, can be easily understood, and which impose the least possible burden on you to provide us with information. The estimated average time for all components of a jurisdiction to complete and file this Application for Funding form is two hours. If you have comments regarding the accuracy of this estimate, or suggestions for making this form simpler, you may use the Suggestions e-mail option on this BVP web site, or you may write to the BVP, c/o Bureau of Justice Assistance, 810 Seventh Street NW, Washington, DC, 20531.

## PAYMENT HISTORY

Below is a list of your agency payment request(s) organized by status.

To view details of a payment request, click the [View](#) link under the Action column.

### PAYMENT REQUESTS

#### Sent for BVP Approval

| Total<br>Reported        | Total<br>Requested | Requested<br>Date | Payment<br>Date | Waivers | Action               |
|--------------------------|--------------------|-------------------|-----------------|---------|----------------------|
| <b>JUR: NORWALK CITY</b> |                    |                   |                 |         |                      |
| \$842.00                 | \$421.00           | 04/02/2019        |                 |         | <a href="#">View</a> |
| \$1,200.00               | \$600.00           | 04/29/2019        |                 |         | <a href="#">View</a> |

#### Approved by BVP

| Total<br>Reported        | Total<br>Requested | Requested<br>Date | Payment<br>Date | Waivers | Action               |
|--------------------------|--------------------|-------------------|-----------------|---------|----------------------|
| <b>JUR: NORWALK CITY</b> |                    |                   |                 |         |                      |
| \$2,475.00               | \$1,237.50         | 11/02/1999        | 12/09/1999      |         | <a href="#">View</a> |
| \$28,155.00              | \$13,666.76        | 10/06/2000        | 10/23/2000      |         | <a href="#">View</a> |
| \$14,502.48              | \$5,075.32         | 06/07/2001        | 07/13/2001      |         | <a href="#">View</a> |
| \$13,937.50              | \$6,968.75         | 06/05/2002        | 07/17/2002      |         | <a href="#">View</a> |



| Total<br>Reported | Total<br>Requested | Requested<br>Date | Payment<br>Date | Waivers | Action               |
|-------------------|--------------------|-------------------|-----------------|---------|----------------------|
| \$9,837.18        | \$4,013.23         | 07/21/2003        | 08/21/2003      |         | <a href="#">View</a> |
| \$14,698.26       | \$7,349.13         | 02/19/2005        | 03/16/2005      |         | <a href="#">View</a> |
| \$5,566.06        | \$2,783.03         | 10/12/2005        | 12/23/2005      |         | <a href="#">View</a> |
| \$5,910.00        | \$2,813.47         | 04/26/2007        | 06/21/2007      |         | <a href="#">View</a> |
| \$11,960.25       | \$5,980.13         | 01/14/2008        | 10/30/2008      |         | <a href="#">View</a> |
| \$8,389.24        | \$4,194.62         | 02/20/2009        | 05/22/2009      |         | <a href="#">View</a> |
| \$7,920.00        | \$3,430.09         | 08/12/2009        | 12/07/2009      |         | <a href="#">View</a> |
| \$800.00          | \$400.00           | 08/12/2009        | 12/07/2009      |         | <a href="#">View</a> |
| \$725.00          | \$362.50           | 10/30/2009        | 02/02/2010      |         | <a href="#">View</a> |
| \$5,115.00        | \$2,557.50         | 04/28/2010        | 08/18/2010      |         | <a href="#">View</a> |
| \$775.00          | \$387.50           | 03/30/2010        | 05/25/2010      |         | <a href="#">View</a> |
| \$775.00          | \$387.50           | 05/18/2010        | 08/18/2010      |         | <a href="#">View</a> |
| \$1,550.00        | \$775.00           | 10/27/2010        | 12/07/2010      |         | <a href="#">View</a> |
| \$800.00          | \$400.00           | 05/23/2011        | 08/11/2011      |         | <a href="#">View</a> |
| \$6,570.00        | \$3,285.00         | 06/24/2011        | 09/21/2011      |         | <a href="#">View</a> |
| \$705.00          | \$352.50           | 07/29/2011        | 09/21/2011      |         | <a href="#">View</a> |
| \$915.00          | \$457.50           | 05/18/2011        | 08/11/2011      |         | <a href="#">View</a> |

| 4 | Total<br>Reported | Total<br>Requested | Requested<br>Date | Payment<br>Date | Waivers | Action               |
|---|-------------------|--------------------|-------------------|-----------------|---------|----------------------|
|   |                   |                    |                   |                 |         |                      |
|   | \$705.00          | \$352.50           | 05/12/2011        | 08/11/2011      |         | <a href="#">View</a> |
|   | \$1,460.00        | \$730.00           | 07/19/2011        | 09/21/2011      |         | <a href="#">View</a> |
|   | \$750.00          | \$375.00           | 09/15/2011        | 01/06/2012      |         | <a href="#">View</a> |
|   | \$595.00          | \$297.50           | 08/30/2011        | 01/06/2012      |         | <a href="#">View</a> |
|   | \$771.45          | \$385.72           | 09/05/2011        | 01/06/2012      |         | <a href="#">View</a> |
|   | \$7,567.75        | \$3,783.88         | 06/27/2012        | 12/20/2012      |         | <a href="#">View</a> |
|   | \$1,190.00        | \$595.00           | 06/29/2012        | 12/20/2012      |         | <a href="#">View</a> |
|   | \$485.00          | \$242.50           | 12/31/2012        | 07/16/2013      |         | <a href="#">View</a> |
|   | \$3,615.00        | \$1,807.50         | 12/05/2012        | 07/16/2013      |         | <a href="#">View</a> |
|   | \$906.00          | \$453.00           | 11/27/2012        | 02/22/2013      |         | <a href="#">View</a> |
|   | \$2,105.00        | \$1,052.50         | 01/23/2013        | 07/16/2013      |         | <a href="#">View</a> |
|   | \$1,392.50        | \$696.25           | 03/01/2013        | 09/13/2013      |         | <a href="#">View</a> |
|   | \$1,440.00        | \$720.00           | 05/08/2013        | 09/13/2013      |         | <a href="#">View</a> |
|   | \$3,805.00        | \$1,802.50         | 07/09/2013        | 05/08/2014      |         | <a href="#">View</a> |
|   | \$2,425.00        | \$1,212.50         | 08/23/2013        | 05/08/2014      |         | <a href="#">View</a> |
|   | \$4,320.00        | \$2,160.00         | 10/30/2013        | 05/08/2014      |         | <a href="#">View</a> |
|   | \$2,335.00        | \$1,167.50         | 01/13/2014        | 05/08/2014      |         | <a href="#">View</a> |

4

| Total<br>Reported | Total<br>Requested | Requested<br>Date | Payment<br>Date | Waivers | Action               |
|-------------------|--------------------|-------------------|-----------------|---------|----------------------|
| \$1,710.00        | \$855.00           | 05/20/2014        | 08/18/2014      |         | <a href="#">View</a> |
| \$3,455.05        | \$1,727.53         | 08/21/2014        | 01/22/2015      |         | <a href="#">View</a> |
| \$6,173.00        | \$3,086.50         | 11/19/2014        | 01/22/2015      |         | <a href="#">View</a> |
| \$3,093.00        | \$1,546.50         | 05/08/2015        | 07/02/2015      |         | <a href="#">View</a> |
| \$7,635.00        | \$3,118.65         | 10/28/2015        | 03/10/2016      |         | <a href="#">View</a> |
| \$830.50          | \$415.25           | 10/28/2015        | 02/03/2016      |         | <a href="#">View</a> |
| \$438.00          | \$219.00           | 08/17/2016        | 12/06/2016      |         | <a href="#">View</a> |
| \$1,017.00        | \$508.50           | 08/17/2016        | 12/06/2016      |         | <a href="#">View</a> |
| \$3,162.00        | \$1,581.00         | 08/17/2016        | 12/06/2016      |         | <a href="#">View</a> |
| \$1,726.00        | \$863.00           | 08/17/2016        | 12/06/2016      |         | <a href="#">View</a> |
| \$910.00          | \$455.00           | 08/17/2016        | 12/06/2016      |         | <a href="#">View</a> |
| \$4,245.80        | \$2,122.90         | 02/28/2017        | 05/09/2017      |         | <a href="#">View</a> |
| \$840.00          | \$420.00           | 10/23/2017        | 12/21/2017      |         | <a href="#">View</a> |
| \$827.00          | \$413.50           | 10/26/2017        | 12/21/2017      |         | <a href="#">View</a> |
| \$846.00          | \$423.00           | 10/26/2017        | 12/21/2017      |         | <a href="#">View</a> |
| \$780.00          | \$390.00           | 10/26/2017        | 12/21/2017      |         | <a href="#">View</a> |
| \$750.00          | \$375.00           | 10/26/2017        | 12/21/2017      |         | <a href="#">View</a> |

4

| Total<br>Reported | Total<br>Requested | Requested<br>Date | Payment<br>Date | Waivers | Action               |
|-------------------|--------------------|-------------------|-----------------|---------|----------------------|
| \$1,640.00        | \$820.00           | 10/27/2017        | 12/21/2017      |         | <a href="#">View</a> |
| \$1,640.00        | \$820.00           | 10/27/2017        | 12/21/2017      |         | <a href="#">View</a> |
| \$751.00          | \$375.50           | 11/01/2017        | 02/06/2018      |         | <a href="#">View</a> |
| \$978.00          | \$489.00           | 11/28/2017        | 02/06/2018      |         | <a href="#">View</a> |
| \$990.75          | \$495.38           | 01/22/2018        | 04/06/2018      |         | <a href="#">View</a> |
| \$720.00          | \$360.00           | 03/23/2018        | 07/05/2018      |         | <a href="#">View</a> |
| \$404.00          | \$202.00           | 03/23/2018        | 07/05/2018      |         | <a href="#">View</a> |
| \$560.00          | \$280.00           | 03/29/2018        | 07/05/2018      |         | <a href="#">View</a> |
| \$399.46          | \$199.73           | 04/03/2018        | 08/16/2018      |         | <a href="#">View</a> |
| \$880.00          | \$440.00           | 04/18/2018        | 08/16/2018      |         | <a href="#">View</a> |
| \$593.33          | \$296.67           | 06/26/2018        | 10/22/2018      |         | <a href="#">View</a> |
| \$539.50          | \$269.75           | 07/30/2018        | 12/19/2018      |         | <a href="#">View</a> |
| \$926.20          | \$463.10           | 09/07/2018        | 01/22/2019      |         | <a href="#">View</a> |
| \$750.00          | \$375.00           | 09/14/2018        | 01/22/2019      |         | <a href="#">View</a> |
| \$789.00          | \$394.50           | 09/25/2018        | 01/22/2019      |         | <a href="#">View</a> |
| \$862.00          | \$431.00           | 10/25/2018        | 01/22/2019      |         | <a href="#">View</a> |
| \$598.49          | \$299.25           | 10/26/2018        | 01/22/2019      |         | <a href="#">View</a> |

| Total<br>Reported | Total<br>Requested | Requested<br>Date | Payment<br>Date | Waivers | Action               |
|-------------------|--------------------|-------------------|-----------------|---------|----------------------|
| \$836.00          | \$418.00           | 11/02/2018        | 02/16/2019      |         | <a href="#">View</a> |

Rejected by BVP

4

| Total<br>Reported | Total<br>Requested | Requested<br>Date | Payment<br>Date | Waivers | Action               |
|-------------------|--------------------|-------------------|-----------------|---------|----------------------|
| JUR: NORWALK CITY |                    |                   |                 |         |                      |
| \$385.36          | \$192.68           | 05/11/2018        |                 |         | <a href="#">View</a> |

**Denial Comments:**

#127141 User is requesting to amend the total costs

## CEO CERTIFICATION



Application Profile



Application



Not Approved Vests



Submit Application

### CERTIFICATION

#### General Certification

U.S. Department of Justice  
Office of Justice Programs

**Bulletproof Vest Partnership Grant  
Certifications and Assurances  
by the Chief Executive of the Applicant Government**

On behalf of the applicant, and in support of this application for an award under the Bulletproof Vest Partnership (BVP) Grant program, I certify under penalty of perjury to the Office of Justice Programs (OJP), U.S. Department of Justice (Department), that all of the following are true and correct:

- a. I have the authority, as chief executive of the applicant to make the following representations on behalf of myself and the applicant. I understand that these representations will be relied upon as material in any OJP decision to make an award to the applicant based on its application.
- b. The applicant has the legal authority to apply for the federal assistance sought by the application, and that it has funds sufficient to pay any required non-federal share of project costs.
- c. I assure that, throughout the period of performance for the award (if any) made by OJP based on the application, the applicant will:
  - i. comply with all award requirements and all federal statutes and regulations applicable to the award;

ii. require all subrecipients to comply with all applicable award requirements and all applicable federal statutes and regulations; and

iii. maintain safeguards to address and prevent any organizational conflict of interest, and also to prohibit employees from using their positions in any manner that poses, or appears to pose, a personal or financial conflict of interest.

d. The applicant understands that the federal statutes and regulations applicable to the award (if any) made by OJP based on the application specifically include statutes and regulations pertaining to civil rights and nondiscrimination, and, in addition-

5  
i. the applicant understands that the applicable statutes pertaining to civil rights will include section 601 of the Civil Rights Act of 1964 (42 U.S.C. § 2000d); section 504 of the Rehabilitation Act of 1973 (29 U.S.C. § 794); section 901 of the Education Amendments of 1972 (20 U.S.C. § 1881); and section 303 of the Age Discrimination Act of 1975 (42 U.S.C. § 6102);

ii. the applicant understands that the applicable statutes pertaining to nondiscrimination may include section 815(c) of Title 1 of the Omnibus Crime Control and Safe Streets Act of 1968 (42 U.S.C. § 3789d(c)); section 1407(e) of the Victims of Crime Act of 1984 (42 U.S.C. § 10804(e)); section 299A(b) of the Juvenile Justice and Delinquency Prevention Act of 2002 (42 U.S.C. § 5672(b)); and that the grant condition set out at section 40002(b)(13) of the Violence Against Women Act (42 U.S.C. § 13925(b)(13)) also may apply; and

iii. on behalf of the applicant, I make the specific assurances set out in 28 C.F.R. §§ 42.106 and 42.204.

e. The applicant also understands that (in addition to any applicable program-specific regulations and to applicable federal regulations that pertain to civil rights and nondiscrimination) the federal regulations applicable to the award (if any) made by OJP based on the application may include, but are not limited to, 2 C.F.R. Part 2800 (the DOJ "Part 200 Uniform Requirements") and 28 C.F.R. Parts 22 (confidentiality - research and statistical information), 23 (criminal intelligence systems), and 46 (human subjects protection).

f. I assure that the applicant will give the Department and the Government Accountability Office, through any authorized representative, access to, and opportunity to examine, all paper or electronic records related to the award (if any) made by OJP based on the application. The applicant agrees that documentation to support the BVP application and payment requests will be kept for at least a three year period.

g. I certify that submission of this application for funding under the BVP Grant Act constitutes the legally binding acceptance by the applicant of the terms and conditions set forth in the application, and of the BVP program's statutory, regulatory, and programmatic requirements, restrictions, and conditions.

h. The applicant understands that, in the case of any equipment or products that may be purchased under an award under the BVP Grant Act, it is the sense of the Congress that BVP recipients receiving the assistance should, in expending the award funds, purchase only American-made equipment and products.

5  
i. No funding received under any other Federal grant program will be used to pay or defer the cost, in whole or in part, of the matching requirement of 31 USC § 10531(1), except as provided in 31 USC § 10531(2) regarding funds appropriated for the activities of any agency of an Indian Tribal government or the Bureau of Indian Affairs.

j. The applicant EITHER:

i. did NOT (or will NOT) apply for a Justice Assistance Grant (JAG) Local award for the same fiscal year as that of this application; OR

ii. HAS applied for (or WILL apply for) a JAG Local award for the same fiscal year as that of this application and has considered but did NOT (and does NOT) expect to use those JAG Local award funds for any part of the cost of purchasing armor vests (including either the federal or the match portion).

☐ I acknowledge and accept the General Certification

#### CERTIFICATION

##### Funding Limits Certification

a. I acknowledge that all funding awards will be subject to the availability of funds and I acknowledge that there is no guaranteed level of funding associated with the submission of this application to the BVP program.



- b. The applicant will meet its financial and contractual obligations associated with any purchase transactions, regardless of the amount of funding received under this application.

☐ I acknowledge and accept the Funding Limits Certification

#### CERTIFICATION

##### Mandatory Wear Policy Certification

- a. The applicant has a written, mandatory-wear policy that establishes general requirements for law enforcement and corrections officers, assigned to uniformed functions, to wear (subject to appropriate exceptions as determined by the applicant) bullet-resistant vests and that this policy is in effect on the date this application is submitted.
- b. I assure that the foregoing written mandatory-wear policy will remain in effect during the service life of any and all vests purchased with federal funds under this award.
- c. To the best of my knowledge and belief, after diligent inquiry and review, this applicant is, at the time this application is submitted, in compliance with the foregoing mandatory-wear policy.
- d. I assure that the applicant will remain in compliance with the foregoing mandatory-wear policy throughout the service life of any and all vests purchased with federal funds under this award.

☐ I acknowledge and accept the Mandatory Wear Policy Certification

#### CERTIFICATION

##### Unique Vest Fit Certification

a. To the best of my knowledge and belief, after diligent inquiry and review, I certify that, at the time this application is submitted-

- 5
- i. The criteria and protocols, made available by the BVP program, for providing "uniquely fitted" ballistic or stab-resistant vests to officers have been reviewed.
  - ii. All of the applicant's law enforcement and corrections officers have been provided with access to the ASTM International "Standard Practice for Body Armor Wearer Measurement and Fitting of Armor"-ASTM Standard E3003-and the Justice Information Technology Center's "Personal Armor Fit Assessment".
  - iii. All of the applicant's law enforcement and corrections officers have been notified that, upon their request, they will be provided with the opportunity to receive a protective vest that is uniquely fitted to them.

*Note: In the BVP Program, "uniquely fitted vests" means protective (ballistic or stab-resistant) armor vests that conform to the individual wearer to provide the best possible fit and coverage, through a combination of 1) correctly-sized panels and carrier, determined through appropriate measurement, and 2) properly adjusted straps, harnesses, fasteners, flaps, or other adjustable features. The requirement that body armor be "uniquely fitted" does not necessarily require body armor that is individually manufactured based on the measurements of an individual wearer.*

☐ I acknowledge and accept the Unique Vest Fit Certification

#### CERTIFICATION

##### Signature Acknowledgement Certification

I understand and acknowledge that a materially false, fictitious, or fraudulent statement (or concealment or omission of a material fact) in this certification, or in the application that it supports, may be the subject of criminal prosecution (including under 18 U.S.C. §§ 1001 and/or 1621, and/or 34 U.S.O. §§ 10271-10273), and also may subject me and the applicant to civil penalties and administrative remedies for false claims or otherwise (including under 31 U.S.C. §§ 3729-3730 and 3801-3812). I also acknowledge that payments under OJP programs such as the BVP program, including certifications provided in

connection with such awards, are subject to review by the Department, including by OJP and by the Department's Office of the Inspector General.

☐ I acknowledge and accept the Signature Acknowledgement Certification

**SIGNATURE**

As the chief executive officer (or designee), authorized to submit this application, I hereby enter my full name in the space provided below:

SUBMIT

BACK

## Hume, Bruce

---

**From:** Jean, Christie  
**Sent:** Wednesday, May 01, 2019 11:10 AM  
**To:** Hume, Bruce  
**Cc:** Jean, Christie  
**Subject:** RE: OJP Federal Bulletproof vest Partnership  
**Attachments:** 2019BPVworking application.pdf



Bruce,

It was great to meet you! The assurances in the attached are acceptable and consistent with those in year's past. The requested assurances pursuant to 8 U.S.C. § 1373 (that came up in connection with the 2018 federal JAG grant) are not applicable here and have not been requested with this BVP grant, so there's no issue - I have no objections to your execution.

Christie

**From:** Hume, Bruce  
**Sent:** Wednesday, May 1, 2019 8:38 AM  
**To:** Jean, Christie <cjean@norwalkct.org>  
**Subject:** RE: OJP Federal Bulletproof vest Partnership

Hi Christie,

I'll see if I can dig them up in the archives and get them to you.

**From:** Jean, Christie  
**Sent:** Wednesday, May 01, 2019 8:24 AM  
**To:** Hume, Bruce <BHume@norwalkct.org>  
**Cc:** Jean, Christie <cjean@norwalkct.org>  
**Subject:** RE: OJP Federal Bulletproof vest Partnership

Thank you Lieutenant Hume. I left a message for you yesterday on this issue. Can you also send me a copy of our past application submittals for this grant (from 2016, 2017, and 2018) if you have it.

Christie D. Jean, Esq.  
Associate Corporation Counsel  
City of Norwalk  
125 East Avenue  
Norwalk, CT 06851  
Phone: (203) 854-7750  
Fax: (203) 854-7901  
Email: [cjean@norwalkct.org](mailto:cjean@norwalkct.org)

**From:** Hume, Bruce  
**Sent:** Wednesday, May 1, 2019 8:06 AM  
**To:** Jean, Christie <cjean@norwalkct.org>  
**Subject:** OJP Federal Bulletproof vest Partnership

6

Hi Christie,

Darin told me that he had passed the assurances on this grant along for your review. I just wanted to let you know that this is a federal grant which we have been receiving since 1999 which provided, at this point, about \$14,000.00 per year in reimbursement for bulletproof vests at 50% of the purchase price for full time, sworn officers. Reimbursement is received both by individual officers purchasing replacement vests and by the City, which provides the initial vest to newly hired officers. Typically reimbursement runs about \$400.00 per vest.

I've attached a packet on the entire grant including the following:

1. Program homepage
2. Review application with our numbers
3. View Application with typical vest purchased at \$800.00 per vest times estimated 36 vests purchased during grant period for a total of \$28,800 in requested funds to be reimbursed at approximately 50%
4. Submit application showing approximate reimbursement for the above in the amount of \$14,400.00
5. Payment history showing Norwalk's reimbursement history with the grant going back to 1999
6. CEO certifications required

*Lieutenant Bruce Hume*  
Professional Standards &  
Internal Affairs  
Norwalk Police Department  
203-854-3007  
[bhume@norwalkct.org](mailto:bhume@norwalkct.org)



# THE PLANNING COMMITTEE OF THE COMMON COUNCIL

125 East Avenue  
P.O. Box 5125  
Norwalk, CT 06856

VII.B

**TO: MEMBERS OF THE COMMON COUNCIL**  
**FROM: SABRINA CHURCH, COMMUNITY DEVELOPMENT PLANNER**  
**DATE: MAY 3, 2019**  
**RE: PROGRAM YEAR 45 (July 1, 2019 – June 30, 2020) CDBG ANNUAL ACTION PLAN**

As the administering agent for the City's CDBG program, the Redevelopment Agency developed the Annual Action Plan (AAP) for Program Year 45 (PY45), which runs July 1, 2019 through June 30, 2020. The AAP outlines the deployment of \$1,046,185 in CDBG funds for PY45 activities, based on funding recommendations made by the Planning Committee. The activities recommended for PY45 are consistent with the 2015-2019 Consolidated Plan (ConPlan) approved by the Common Council and are outlined below.

| Project                     | Organization                            | Program/Project                | Request          | Funds Allocated  |
|-----------------------------|-----------------------------------------|--------------------------------|------------------|------------------|
| Public Services             | Child Guidance Center                   | DBT Program                    | \$25,000         | \$21,628         |
|                             | DVCC                                    | Norwalk SafeHouse              | \$30,000         | \$27,028         |
|                             | East Norwalk Library                    | STEAM Program                  | \$7,000          | \$7,000          |
|                             | Higher Education Learning Professionals | College Edge Program           | \$14,000         | \$14,000         |
|                             | Open Door Shelter                       | Jobs Program                   | \$100,000        | \$37,828         |
|                             | Person to Person                        | Emergency Assistance           | \$40,000         | \$30,970         |
|                             | Senior Services Coordinating Council    | Healthy Lifestyles             | \$36,500         | \$16,230         |
|                             | <b>TOTAL</b>                            |                                | <b>\$252,500</b> | <b>\$154,684</b> |
| Housing                     | HomeFront                               | Homeowner Renovations          | \$15,000         | \$15,000         |
|                             | Keystone House                          | St. John Street Improvements   | \$25,000         | \$25,000         |
|                             | Open Door Shelter                       | Supportive Housing Renovations | \$55,313         | \$55,313         |
|                             | <b>TOTAL</b>                            |                                | <b>\$95,313</b>  | <b>\$95,313</b>  |
| Public Facilities           | Carver Center                           | Gymnasium Renovations          | \$25,733         | \$25,733         |
|                             | Norwalk Senior Center                   | HVAC Improvements              | \$62,617         | \$59,243         |
|                             | City of Norwalk                         | Walk Bridge Mitigation Program | \$100,000        | \$100,000        |
|                             | Norwalk Redevelopment Agency            | City Neighborhoods             | \$371,545        | \$371,545        |
|                             | <b>TOTAL</b>                            |                                | <b>\$559,895</b> | <b>\$556,521</b> |
| Planning and Administration | Norwalk Redevelopment Agency            | CDBG Administration            | \$239,667        | \$239,667        |
|                             | <b>TOTAL</b>                            |                                | <b>\$239,667</b> | <b>\$239,667</b> |

The draft AAP was available for public review and comment from March 25, 2019 until April 23, 2019. A public hearing was held during the Planning Committee meeting on April 4, 2019. No comments were received on the document during the comment period or public hearing. On May 2, 2019, the Planning Committee approved advancing the PY45 Annual Action Plan to the Common Council.

Upon approval by the full Common Council, the Norwalk Redevelopment Agency will submit the PY45 AAP to HUD in order to become a binding document guiding the CDBG program for the upcoming program year.

## REQUESTED ACTIONS:

- Authorize the Mayor to execute any and all documents associated with submission of the PY45 AAP to HUD.
- Authorize the Mayor to execute any and all documents consistent with the approved 2015-2019 Consolidated Plan and PY45 Annual Action Plan.



**ANNUAL ACTION PLAN**  
**for**  
**Community Development Block Grant Program Year 45**

-  Llame al (203) 854-7810 x46783 o visite nuestra oficina para solicitar un versión traducida de este documento.
-  Παρακαλούμε καλέστε (203) 854-7810 x46783 ή επισκεφθείτε το γραφείο μας για να ζητήσετε μεταφρασμένη έκδοση αυτού του εγγράφου.
-  Chiama lo (203) 854-7810 x46783 o visita i nostri uffici per richiedere una versione tradotta di questo documento.
-  Veuillez composer le (203) 854-7810 x46783 ou visitez notre bureau pour demander une version traduite de ce document.
-  Silvouplèrele (203) 854-7810 x46783 oswavizitebiwonoupoufèdemann yon vèsyondokimansa-akitradwi.

Prepared by the Norwalk Redevelopment Agency

Annual Action Plan  
2019

1

- Increase available social services - **\$154,684**, 7 organizations, 1,221 people
- Planning and CDBG administration - **\$239,667\***, 1 organization, city-wide area benefit due to the implementation of the PY45 CDBG program

\* The Planning and Administration number is higher than 20% of the allocation because of program income totaling \$353,312.42. Adding this number to our allocation puts the administration amount at \$239,667.

### **3. Evaluation of past performance**

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

Program Year 45 (PY45) is the final year in the 2015-2020 Consolidated Plan period. At this time, Norwalk is on track towards accomplishing its Goals and Priority Needs by the close of the 5-year period.

Initiatives supported by CDBG funding in PY41, PY42, PY43, and PY44 are expected to address high quality and affordable housing opportunities in 284 housing units, 254 renter-occupied units, 30 owner-occupied units, and code enforce 10 units (five-year goal is 440 housing units - 400 renter-occupied, 30 owner-occupied, 10 code enforcement); expand economic opportunities to 45 businesses (five-year goal is 20 businesses); modernize public facilities and infrastructure used by 89,000 people (citywide benefit; five-year goal 50,000) plus community cleanup activities directed at 8 acres assisting 89,000 people (citywide benefit; five-year goal is 12,000 people and 8 acres); increase available social services to 2,800 people and 1,383 households (five-year goal is 2,800 people and 400 households).

### **4. Summary of Citizen Participation Process and consultation process**

Summary from citizen participation section of plan.

The planning and citizen participation activities for PY45 (July 1, 2019 – June 30, 2020) began in December 2018.

On December 11, 2018, the Notice of Funding Availability was released following two legal notices of its upcoming availability (November 27, 2018 and December 4, 2018). PY45 applications were due on January 23, 2019, and were presented by the applicants at a public meeting of the Planning Committee of the Common Council on February 7, 2019. They were also posted for public viewing on the Agency's page of the City of Norwalk's website.

On March 12th the Common Council addressed any Council Members that may have a Conflict of Interest with any applicants. It was recognized that there were no conflicts with any of the Common Council Members.



## PR-05 Lead & Responsible Agencies – 91.200(b)

### 1. Agency/entity responsible for preparing/administering the Consolidated Plan

Describe the agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

| Agency Role        | Name | Department/Agency            |
|--------------------|------|------------------------------|
| CDBG Administrator |      | Norwalk Redevelopment Agency |

Table 1 – Responsible Agencies

### Narrative (optional)

The City of Norwalk designated the Norwalk Redevelopment Agency (Agency) as the administrator of Norwalk's annual entitlement of Community Development Block Grant (CDBG) funds. As administrator of the CDBG program, the Agency is responsible for overall program management, coordination, monitoring, reporting and evaluation.

The Agency is responsible for the implementation of the City's CDBG program and ensuring its activities are carried out in a timely manner consistent with grant conditions, State and Federal regulations; for acting as contact point between the CDBG program and other City departments, Federal and State agencies and the general public; for seeking out and applying for other funding sources to help leverage funds; for monitoring all activities for timely implementation; for preparing certificates of consistency for Norwalk social service providers; for compiling and submitting grant reports; for supervising personnel; for initiating and obtaining approvals for program and budget amendments; for processing payment requests; and for ensuring that appropriate program and financial records are maintained. The Agency works with the Mayor and Common Council for appropriate program approval, as stated in the Citizen Participation Plan.

### Consolidated Plan Public Contact Information

Norwalk Redevelopment Agency

Annual Action Plan  
2019

## **AP-10 Consultation – 91.100, 91.200(b), 91.215(l)**

### **1. Introduction**

As administrator of the City of Norwalk's CDBG program, the Norwalk Redevelopment Agency coordinates the development of the Annual Action Plan. All funding recommendations are made by the Common Council of the City of Norwalk and approved for endorsement by the Mayor prior to submission to HUD. Agency staff supports the Planning Committee of the Common Council which initiates the funding recommendations. The Planning Committee is made up of seven elected officials from four of the five districts, plus an at-large member.

### **Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(l))**

The City of Norwalk enhances coordination in planning and implementation at several levels. The City, with the Norwalk Redevelopment Agency (Agency) playing a lead role, works with regional nonprofits such as United Way of Coastal Fairfield County and Fairfield County's Community Foundation to determine needs in areas such as housing, mental health and other services. The Agency is in continual contact with developers, owners and executives of small and large businesses and others discussing economic development opportunities in Norwalk. The City works continuously within the Continuum of Care to address homelessness on a regional basis. The Norwalk Hospital Foundation's Services Navigator coordinates activities of homeless service providers. This position was originally created with the support of a CDBG grant.

For citywide programs and multiple target areas, the City works extensively with housing providers such as the Housing Development Fund (HDF) and the Norwalk Housing Authority (NHA). The City works with HDF and NHA to define need. The City has funded both of these entities for projects including accessibility improvements and housing counseling. As part of an annual process for community development, the Agency assesses need in the community. Housing and social service agencies detail need for their clients; the Agency and the City review that need and fund projects to meet it.

The City/Agency also coordinates work for redevelopment at a neighborhood scale. The Washington Village/South Norwalk Transformation Plan is funded in large part by a U.S. Department of Housing and Urban Development (HUD) Choice Neighborhood Implementation grant. The Plan and its implementation is a joint project with the NHA and the Agency. As part of that initiative, a 273 unit mixed-income housing development will replace 136 public housing units at Washington Village. The plan also addresses safety, open space, parks and recreation improvements and storm resiliency. The self-sufficiency part of the plan addresses needs and formulates goals in several areas including educational improvements for early education, K-12 education and college and career readiness. The

**outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS**

Opening Doors of Fairfield County Continuum of Care works with the Connecticut Department of Housing (DOH) to ensure alignment between the CoC's strategic goals and the uses of Emergency Shelter Grants (ESG). Homeless housing assistance and service providers within the Opening Doors of Fairfield County CoC are eligible to submit competitive grant applications to the State for ESG. The CoC is working to increase coordination with the DOH by acting as a quality control agent when an agency within the Norwalk/Fairfield County CoC receives ESG from the State. In this role the CoC collects project performance reports and ensures the project maintains compliance with ESG requirements.

The Opening Doors of Fairfield County CoC designated the Connecticut Coalition to End Homeless (CCEH) as the lead homeless management information systems (HMIS) organization. The CoC has a HMIS policy and Procedures Manual which requires the lead organization to input data accurately and in a timely manner.

**2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdiction's consultations with housing, social service agencies and other entities**

**Other local/regional/state/federal planning efforts considered when preparing the Plan**

| <b>Name of Plan</b>                               | <b>Lead Organization</b>                                        | <b>How do the goals of your Strategic Plan overlap with the goals of each plan?</b>                                                                                                                                                     |
|---------------------------------------------------|-----------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Continuum of Care                                 | United Way of Coastal Fairfield County                          | Goal three of the continuum of care is "affordable housing is available on a continuum of need in Greater Norwalk". This is aligned with the Strategic Plan priority need, "limited high quality and affordable housing opportunities." |
| Five-Year Plan - Norwalk Public Housing Authority | Norwalk Housing Authority                                       | The five-year plan and the Consolidated Plan explicitly coordinated efforts to address housing issues in the City.                                                                                                                      |
| Ten-Year Plan to Prevent and End Homelessness     | City of Norwalk & United Way of Coastal Fairfield County        | The goals of the ten-year plan address housing and supportive services which are identified as priority needs in the Consolidated Plan.                                                                                                 |
| Choice Neighborhoods Initiative                   | Norwalk Redevelopment Agency & Norwalk Public Housing Authority | This collaborative effort addresses the needs of a low-opportunity neighborhood in a comprehensive manner, in-line with the priority needs and goals identified in the Consolidated Plan.                                               |

**Table 3 – Other local / regional / federal planning efforts**

## Citizen Participation Outreach

| Sort Order | Mode of Outreach      | Target of Outreach                                                                                                | Summary of response/attendance   | Summary of comments received     | Summary of comments not accepted and reasons | URL (if applicable) |
|------------|-----------------------|-------------------------------------------------------------------------------------------------------------------|----------------------------------|----------------------------------|----------------------------------------------|---------------------|
| 1          | Public Hearing        | Minorities<br>Non-targeted/broad community<br>Residents of Public and Assisted Housing<br>Applicant Organizations | There were no comments received. | There were no comments received. | There were no comments received.             |                     |
| 2          | Public Comment Period | Minorities<br>Non-targeted/broad community<br>Residents of Public and Assisted Housing<br>Applicant Organizations | There were no comments received. | There were no comments received. | There were no comments received.             |                     |

Table 4 – Citizen Participation Outreach

Annual Action Plan  
2019

Table 5 - Expected Resources – Priority Table

**Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied**

The City awards a portion of its annual Community Development Block Grant (CDBG) allocation as grants to local organizations through a competitive process and recommends applicants provide matching funds, \$2/\$1 match for public service programs and a \$1/\$1 match for all other programs. Organizations in receipt of these grants receive support from an array of public and private sources to provide high quality and innovative programming in service of the community.

The Norwalk Redevelopment Agency (Agency) works strategically so that federal funds attract additional funding and spur private development to meet the needs of the community. The Agency leveraged portions of its CDBG award to access additional federal funds: two Section 108 loan guarantees, one providing seed capital to the Economic and Community Development Loan Fund and the other for the Wall Street Theater project. The Norwalk Housing Authority and the Agency were awarded a \$30 million HUD Choice Neighborhood Implementation grant in June 2014 and are leveraging significant public and private resources to reposition the neighborhood to build a better future for current residents and to welcome new households and businesses to the area.

**If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan**

Two City-owned vacant properties are being developed into mixed-income housing for the CNI project described above. Ryan Park in South Norwalk and Freese Park in the Wall Street area are being redesigned to be more responsive to community needs.

**Discussion**

The Norwalk Redevelopment Agency will administer the \$979,288 in CDBG funding to further advance Norwalk's high priority needs that are addressed in the 2015-2019 Consolidated Plan.

| Sort Order | Goal Name                                    | Start Year | End Year | Category                                                              | Geographic Area | Needs Addressed                                | Funding        | Goal Outcome Indicator                                                                         |
|------------|----------------------------------------------|------------|----------|-----------------------------------------------------------------------|-----------------|------------------------------------------------|----------------|------------------------------------------------------------------------------------------------|
| 6          | Improve public infrastructure: modern & safe | 2015       | 2019     | Non-Housing Community Development                                     | Citywide        | Modernize public facilities and infrastructure | CDBG: \$0      |                                                                                                |
| 7          | Basic services                               | 2015       | 2019     | Non-Homeless Special Needs                                            | Citywide        | Increase in available social services          | CDBG: \$37,230 | Public service activities other than Low/Moderate Income Housing Benefit: 250 Persons Assisted |
| 8          | Health & mental health services              | 2015       | 2019     | Homeless Non-Homeless Special Needs                                   | Citywide        | Increase in available social services          | CDBG: \$48,656 | Public service activities other than Low/Moderate Income Housing Benefit: 186 Persons Assisted |
| 9          | Employment training                          | 2015       | 2019     | Non-Housing Community Development                                     | Citywide        | Expand economic opportunities                  | CDBG: \$37,828 | Public service activities other than Low/Moderate Income Housing Benefit: 175 Persons Assisted |
| 10         | Housing services                             | 2015       | 2019     | Affordable Housing Public Housing Homeless Non-Homeless Special Needs | Citywide        | Increase in available social services          | CDBG: \$30,970 | Homelessness Prevention: 285 Persons Assisted                                                  |

Table 6 – Goals Summary

## Goal Descriptions

|    |                  |                                                                                                                                                                                                                                                                                                    |
|----|------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 7  | Goal Name        | Basic services                                                                                                                                                                                                                                                                                     |
|    | Goal Description | Basic services are inclusive of: senior services CDBG matrix code 05A; youth services CDBG matrix code 05D; and childcare services CDBG matrix code 05L.                                                                                                                                           |
| 8  | Goal Name        | Health & mental health services                                                                                                                                                                                                                                                                    |
|    | Goal Description | Health and mental health services are inclusive of substance abuse services CDBG matrix code 05F; services for battered and abused spouses CDBG matrix code 05G; services for abused and neglected children CDBG matrix code 05N; and mental health services CDBG matrix code 05O.                 |
| 9  | Goal Name        | Employment training                                                                                                                                                                                                                                                                                |
|    | Goal Description | This goal includes Matrix Code 05H - Employment Training.                                                                                                                                                                                                                                          |
| 10 | Goal Name        | Housing services                                                                                                                                                                                                                                                                                   |
|    | Goal Description | Housing services are inclusive of: operating costs of homeless and HIV/AIDS patient's programs CDBG matrix code 03T; fair housing activities CDBG matrix code 05J; subsistence payments CDBG matrix code 05Q; security deposits CDBG matrix code 05T; and housing counseling CDBG matrix code 05U. |



**Describe the reasons for allocation priorities and any obstacles to addressing underserved needs**

Many of the allocation priorities were focused on meeting ConPlan goals as it is the final year. Pending the final CAPER for the final year, the City will reassess all goals and counts to assure that all goals were met and reported properly.

|                                  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
|----------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Planned Activities</b></p> | <p><b><u>Child Guidance Center - DBT Program(\$21,628)</u></b>: DBT is an evidence-based treatment designed for adolescents who present with high-risk behaviors (self-injurious behaviors, suicidal ideations, etc.). DBT is designed to increase overall functioning and unlock potential in the adolescents we serve so they can actively participate in their home-life, school, and community; thus, increasing the likelihood that they grow to become independent, self-sufficient adults.</p> <p><b><u>Domestic Violence Crisis Center - Norwalk SafeHouse Basic Needs (\$27,028)</u></b>: DVCC will provide services to help their clients with basic needs of shelter, food, clothes, and hygiene. SH Advocates provide clothing for the client (and children if needed), give each person a hygiene kit, and give them a tour of the SH, including the kitchen and where the food stores are. After these needs are met staff will help with the client's trauma and find them a safe place to live after the SH.</p> <p><b><u>East Norwalk Library Association – STEAM Program (\$7,000)</u></b>: Will provide 25 individuals with access to information and to aid them in their pursuit of education, information, and recreation. The organization will introduce local, noted authors and lecturers for adults, as well as demonstrative programs like cooking and music. This includes the start of a robotics program for our youth and expanded early literacy for preschool children and families.</p> <p><b><u>Higher Education Learning Professionals (HELP) – College Edge Program (\$14,000)</u></b>: The College Edge Program is a comprehensive series of college &amp; career readiness workshops, SAT test preparation lessons, college tours, and private coaching sessions designed to guide students and families to and through the college application process. The goal of the College Edge Program is 100% college placement for 20 low-income Norwalk program participants.</p> <p><b><u>Open Door Shelter - Changing Lives Through Living Wage Jobs (\$37,828)</u></b>: The Changing Lives Through Living Wage Jobs program at the Smilow Life Center will leverage community organization programs to increase skill levels and job opportunities through job skills training, coaching and placement in jobs with a focus on skilled trades jobs training for homeless individuals, disenfranchised youth and individuals living in poverty. CDBG funds are requested specifically for staffing that will guide Norwalk residents in the program through the job training process and ensure program completion leading to financial and housing independence. Currently, 95% of participants in the program are Norwalk residents.</p> |
|----------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

|   |                                                                                                |                                                                                                                                                                                                                                                                                                                        |
|---|------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|   | <b>Estimate the number and type of families that will benefit from the proposed activities</b> | Funds will assist at least 5 business owners to retain low-income jobs as well as provide an area benefit to over 6,239 people.                                                                                                                                                                                        |
|   | <b>Location Description</b>                                                                    | The Walkbridge Mitigation Program will be applicable to all businesses affected by the Walkbridge project. These include LMI Census tracts in South Norwalk and East Norwalk. The other locations are 11 Allen Road, Norwalk, CT 06851 and 7 Academy Street, Norwalk, CT 06850.                                        |
|   | <b>Planned Activities</b>                                                                      | Gymnasium bleachers will be replaced at the Carver Community Center (\$25,733), HVAC improvements will be made to the Norwalk Senior Center (\$59,243), and businesses that are negatively affected by the Walkbridge project will be assisted with direct financial assistance to retain low-income jobs (\$100,000). |
| 3 | <b>Project Name</b>                                                                            | PY45 Housing                                                                                                                                                                                                                                                                                                           |
|   | <b>Target Area</b>                                                                             | South Norwalk<br>Citywide                                                                                                                                                                                                                                                                                              |
|   | <b>Goals Supported</b>                                                                         | Residential rehabilitation                                                                                                                                                                                                                                                                                             |
|   | <b>Needs Addressed</b>                                                                         | Increase high quality and affordable housing                                                                                                                                                                                                                                                                           |
|   | <b>Funding</b>                                                                                 | CDBG: \$95,313                                                                                                                                                                                                                                                                                                         |
|   | <b>Description</b>                                                                             | \$95,313 will be used to make improvements to 3 owner-occupied units, 1 group home for disabled individuals, and 16 supportive housing units.                                                                                                                                                                          |
|   | <b>Target Date</b>                                                                             | 6/30/2020                                                                                                                                                                                                                                                                                                              |
|   | <b>Estimate the number and type of families that will benefit from the proposed activities</b> | Three low-income families will be assisted through a home revitalization program, 16 homeless families will be assisted through supportive housing rehabilitation, and 10 individuals will be assisted through the rehabilitation of a group home.                                                                     |
|   | <b>Location Description</b>                                                                    | Projects will be selected on a rolling basis for the home revitalization program. The other activities will occur at 125.5, 127, 129, 139 South Main Street, Norwalk, CT 06854; 4 Couch Street, Norwalk, CT 06854; and 4 St. John Street, Norwalk, CT 06850.                                                           |

|   |                                                                                                |                                                                                                                                                                                                                                                  |
|---|------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|   | <b>Needs Addressed</b>                                                                         | Increase high quality and affordable housing<br>Expand economic opportunities<br>Modernize public facilities and infrastructure<br>Increase in available social services                                                                         |
|   | <b>Funding</b>                                                                                 | CDBG: \$239,667                                                                                                                                                                                                                                  |
|   | <b>Description</b>                                                                             | The Agency will use \$239,667 of CDBG funds to cover costs associated with the administration of the City's CDBG program for the 2019-2020 fiscal year as well as complete the 2020-2025 Consolidated Planning Process.                          |
|   | <b>Target Date</b>                                                                             | 6/30/2020                                                                                                                                                                                                                                        |
|   | <b>Estimate the number and type of families that will benefit from the proposed activities</b> | The Agency will use \$239,667 of CDBG funds to cover costs associated with the administration of the City's CDBG program for the 2019-2020 fiscal year which will benefit the City wholistically and all of its 33,385 households.               |
|   | <b>Location Description</b>                                                                    | The Norwalk Redevelopment Agency is located within Norwalk City Hall at 125 East Avenue, Room 202; Norwalk, CT 06851.                                                                                                                            |
|   | <b>Planned Activities</b>                                                                      | <u><b>Norwalk Redevelopment Agency - CDBG Planning &amp; Administration (\$239,667)</b></u> : The Agency will administer the City's CDBG program for the 2019-2020 fiscal year as well as undertake the 2020-2025 Consolidated Planning Process. |
| 5 | <b>Project Name</b>                                                                            | PY45 City Neighborhoods                                                                                                                                                                                                                          |
|   | <b>Target Area</b>                                                                             | Wall Street<br>South Norwalk<br>Citywide                                                                                                                                                                                                         |
|   | <b>Goals Supported</b>                                                                         | Residential rehabilitation<br>Code enforcement<br>Public facility rehabilitation<br>Improve public infrastructure: modern & safe<br>Community cleanups                                                                                           |
|   | <b>Needs Addressed</b>                                                                         | Increase high quality and affordable housing<br>Modernize public facilities and infrastructure                                                                                                                                                   |
|   | <b>Funding</b>                                                                                 | CDBG: \$371,545                                                                                                                                                                                                                                  |
|   | <b>Description</b>                                                                             | \$371,545 in CDBG funds will be used to fund the Agency's City Neighborhoods project.                                                                                                                                                            |
|   | <b>Target Date</b>                                                                             | 6/30/2020                                                                                                                                                                                                                                        |

## **AP-50 Geographic Distribution – 91.220(f)**

### **Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed**

The City will allocate CDBG funds to assist low-income neighborhoods and individuals throughout the City. Within the City there are two geographic areas of critical need, which are the focus of extensive ongoing planning and redevelopment efforts. These areas are the Wall Street/West Ave Area (Census Tract 437) and South Norwalk (Census Tract 441).

Wall Street is the northern anchor of Norwalk's urban corridor. Approximately half of the residents in the Wall Street area are low/moderate income and 24.2% live in poverty (ACS 2017).

South Norwalk is the southern anchor of Norwalk's urban corridor. Within the South Norwalk neighborhood is HUD's "Choice Neighborhood," bounded to the north by Washington Street, the east by Water Street, the south by Concord Street and the west by Dr. Martin Luther King, Jr. Drive. South Norwalk, specifically, the Choice Neighborhood, was severely damaged by flooding caused by Superstorm Sandy, resulting in the need to replace the Norwalk Housing Authority's (NHA) Washington Village complex. The NHA and the Agency were awarded a \$30 million HUD Choice Neighborhood Implementation grant to build a new development replacing the Washington Village units, adding mixed-income and market rate units to the project and other community improvements.

Funds will further be directed to other low-income census tracts including 434, 440, 442, 444, and 445.

### **Geographic Distribution**

| <b>Target Area</b> | <b>Percentage of Funds</b> |
|--------------------|----------------------------|
| Wall Street        | 3                          |
| South Norwalk      | 26                         |
| Citywide           | 72                         |

**Table 8 - Geographic Distribution**

### **Rationale for the priorities for allocating investments geographically**

Wall Street/West Avenue and the Choice Neighborhood have experienced an extended period of social and financial divestment resulting in abandoned and poorly maintained properties. These conditions have cultivated the perception that the area is distressed and have detracted from residents' experiences. There are valuable assets and new projects in South Norwalk and Wall Street/West Avenue and continued and significant community and financial resources are required in order to fully

## Affordable Housing

### AP-55 Affordable Housing – 91.220(g)

#### Introduction

Increasing the number of high quality and affordable housing is a high priority in the City of Norwalk. Sufficient amounts of affordable housing in a community can have multiple positive impacts on lower-income households, including housing choice and the opportunity to save money and build financial security. According to HUD's 2018-2022 Strategic Plan, only 62.0 rental units are affordable and available for every 100 very low-income renters, and only 37.7 units are affordable and available for every 100 extremely low-income renters. Additionally, according to HUD's 2017 report to Congress, despite a strengthening national economy, the number of cost-burdened individuals is at an all-time high and as a result, produces an extreme need to analyze affordable housing options throughout Norwalk as well as the nation as a whole.

The age of the housing stock in Norwalk has implications for the need for housing rehabilitation and lead abatement. Housing needs and qualities are analyzed and discussed in more detail in the Needs Assessment and Market Analysis sections of the Consolidated Plan. Housing activities include a home revitalization project which will repair 3 owner-occupied homes, improvements to a low-income group home that houses 10 individuals, and improvements to 16 supportive housing units. The City Neighborhoods project will renovate an additional 15 housing units.

| One Year Goals for the Number of Households to be Supported |     |
|-------------------------------------------------------------|-----|
| Homeless                                                    | 301 |
| Non-Homeless                                                | 19  |
| Special-Needs                                               | 0   |
| Total                                                       | 320 |

Table 9 - One Year Goals for Affordable Housing by Support Requirement

| One Year Goals for the Number of Households Supported Through |     |
|---------------------------------------------------------------|-----|
| Rental Assistance                                             | 285 |
| The Production of New Units                                   | 0   |
| Rehab of Existing Units                                       | 35  |
| Acquisition of Existing Units                                 | 0   |
| Total                                                         | 320 |

Table 10 - One Year Goals for Affordable Housing by Support Type

#### Discussion

Person to Person has an Emergency Assistance program that provide rental assistance, utility assistance,

## **AP-60 Public Housing – 91.220(h)**

### **Introduction**

The Norwalk Housing Authority (NHA), the principal provider of assisted housing in the City, has 1,131 public housing units and 680 housing choice vouchers. The NHA forms strategic partnerships with the City and nonprofits to serve its residents.

### **Actions planned during the next year to address the needs to public housing**

With City of Norwalk Capital Budget funding, the NHA plans on addressing the following in its developments (with the exception of Washington Village): health and safety issues and meeting ADA requirements; heating systems; other needs, with priorities to older properties.

The NHA, partnering with the Norwalk Redevelopment Agency, was awarded a Choice Neighborhood Implementation grant in 2014 for South Norwalk. The Choice Neighborhood Initiative (CNI) project represents the largest capital improvement for the NHA in 2016. The development will replace 136 units of housing at Washington Village (an NHA family development) with 273 units of mixed-income housing. When finished, the development will include a Community Center and a resource center.

According to the Norwalk Housing Authority's (NHA) FY2019 Annual Plan, the NHA intends to explore all opportunities including Project-Based Vouchers & Supportive Housing, Demolition and/or Disposition, and improvements to 20 West Avenue and Roodner Court. These activities support their #1 Goal: Transformation Initiatives which focuses on creating and sustaining more high-quality public housing units throughout the City.

### **Actions to encourage public housing residents to become more involved in management and participate in homeownership**

The NHA has a resident advisory board (RAB) with a membership of 18 to 22 people. On occasion, a member resigns or leaves the NHA and a volunteer member is recruited to fill the vacancy. The RAB meets at least quarterly and is briefed by the NHA staff on changes to policy and improvements to the housing developments. In addition to the RAB, the NHA Board of Directors has a resident representative, and each development has a resident group that meets three to four times a year or as needed. Each of these groups participated in the formulation of the Five Year Plan for the NHA which was completed in 2014 as well as the FY2019 Annual Plan.

Goal #4 of the NHA's FY19 Annual Plan is to "Improve Opportunities for Residents". The NHA works to encourage self-sufficiency, reduce dependency and help break the cycle of poverty. The NHA has 138 participants in the targeted Family Self-Sufficiency program. This program serves a range of households

## **AP-65 Homeless and Other Special Needs Activities – 91.220(i)**

### **Introduction**

The City of Norwalk is not a direct recipient of Emergency Solutions Grant (ESG) or Housing Opportunities for Persons with AIDS (HOPWA) funds. The City's Director of Fair Rent/Human Relations is the co-chair of the Opening Doors of Fairfield County Continuum of Care (CoC). The Agency works closely with social service providers in the City. The City has awarded CDBG grants and loans in support of efforts to prevent and end homelessness and meet the needs of non-homeless people with special needs. Through the CDBG goals for basic, health and mental health, and housing services and employment training, the City will support homeless housing and service providers to prevent and end homelessness. The Agency will continue to support social service providers in the City, financially and as a collaborative partner, in the coming year.

### **Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including**

#### **Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs**

The members of the CoC will continue working together to reach out to homeless persons and assess their needs. Homeless and special needs housing and service providers, the Norwalk Police Department and local businesses have joined the SoNo Alliance and are connecting unsheltered homeless people with services through information and transportation. To ensure housing first, United Way's 2-1-1 call center and homeless housing and service providers will continue to conduct initial assessments with people in need followed by the Vulnerability Index and Service Prioritization Decision Assistance Tool (VI-SPDAT) assessment when people are housed.

#### **Addressing the emergency shelter and transitional housing needs of homeless persons**

Open Door Shelter, Malta House and 40 South Main, the emergency shelter and transitional housing providers in Norwalk, respectively, will continue to provide comprehensive services to their clients. It is the CoC's policy that no funded program (CoC or ESG) contracted to serve families may deny admission to any family with a child under 18 or to any member of the family.

The Domestic Violence Crisis Center will continue operating its Norwalk SafeHouse emergency shelter for survivors of domestic violence.

**Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals**



## **AP-75 Barriers to affordable housing – 91.220(j)**

### **Introduction:**

While it does not involve a public policy, the greatest barrier to affordable housing in Norwalk is the general market condition and the cost of housing. Norwalk uses all possible sources of funding and leverage to create and preserve affordable housing. The City of Norwalk is also currently updating its Plan of Conservation and Development which will include an affordable housing component and promotes the need of a comprehensive affordable housing strategy Citywide.

**Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment**

The Choice Neighborhood Initiative (CNI) is an example of the City's work to overcome expectations for a return on private investment for housing, and the general condition of the housing market. By combining resources, including the CNI grant of \$30 million, housing tax credits and other resources, the City and the Norwalk Housing Authority can offer an attractive investment for housing development. The CNI will feature a mixed-income housing development of 273 units, including 136 replacement units for Washington Village, which will be owned and managed by Trinity Financial.

Land use and building regulations in Norwalk have overcome impediments to affordable housing allowing and promoting such innovations as accessory apartments. For the "inclusionary zoning" benefits for affordable housing, the development has to be located in the City's urban core. The City will examine the extension of the requirement to other areas in the City.

The City will consider changes to its Housing Code (Chapter #59-9) which defines rooming houses as three unrelated individuals living together and includes extensive requirements for certifying/permitting a rooming house. Agencies assisting people with disabilities contract with owners of residential buildings to house people with disabilities; however, the requirements for obtaining a rooming house permit create an impediment to housing people with disabilities.

The City is also looking to assess the affordable housing needs and address such needs in the new Plan of Conservation and Development to be adopted in 2019. Certain geographies of the City, such as in the South Norwalk Transit Oriented Development area, have taken steps to increase the inclusionary zoning requirement and as a result, a broader approach is also being analyzed in other similar areas.

Key partners include Norwalk Community College, Career Resources, Inc., Norwalk Community Health Center, Day Street Health Center and Norwalk Hospital. The plan also includes educational improvements and reforms. The NHA's scholarship program assists NHA residents to continue their education after high school.

The Agency will provide technical assistance to area businesses and employment-training programs, which together will strengthen and grow the job market by developing a qualified workforce.

The Economic and Community Development loan fund will provide capital to projects with positive economic and community development benefits within the City of Norwalk's Urban Renewal Areas, expanding job opportunities.

#### **Actions planned to develop institutional structure**

Opening Doors of Fairfield County Continuum of Care (CoC) provides structure to the organizations which comprise the homeless institutional delivery system.

#### **Actions planned to enhance coordination between public and private housing and social service agencies**

The Choice Neighborhood Initiative will significantly enhance coordination between public and private housing as the development will include replacement public housing units, workforce housing units and market rate units mixed together will all units designed to the same standards, regardless of the resident's income level.

The CoC will continue to be the main organization by which social service agencies coordinate and collaborate.

## Attachments

### Citizen Participation Comments

Saturday, March 23, 2019

# CLASSIFIED

MARKETPLACE

203-333-4151 | classifieds@hearstmediacom | Hours: 8:30 a.m. - 4:30 p.m., M-F | M

#### PUBLIC NOTICES

**SECOND TAXING DISTRICT OF THE CITY OF NORWALK**  
One State Street, P.O. Box 400  
Norwalk, Connecticut 06858-0400  
203-848-0305

#### LEGAL NOTICE

##### NOTICE AND WARNING TO THE ELECTORS OF THE SECOND TAXING DISTRICT OF THE CITY OF NORWALK

The legal voters of the Second Taxing District of the City of Norwalk are hereby notified and warned that the Annual Meeting of the Electors of the Second Taxing District originally scheduled for Tuesday, April 2, 2019 is rescheduled for Tuesday, April 9, 2019 at 7 p.m.

Dated this 21st day of March, 2019

Attest:

Lisa Hoband  
Deputy Clerk

#### LEGAL NOTICE

##### PY45 ANNUAL ACTION PLAN PUBLIC COMMENT PERIOD AND PUBLIC HEARING

As the administering agent for the City of Norwalk's Community Development Block Grant (CDBG) Program, the Norwalk Redevelopment Agency (Agency) is calling for the Annual Action Plan (AAP) for Program Year 45 (PY45) which runs July 1, 2019 to June 30, 2023.

The draft AAP outlines the allocation of up to \$179,288 in CDBG funds for PY45 activities, based on funding recommendations made by the Planning Committee of the Norwalk Common Council. All activities listed in the draft AAP are directly associated with priority needs and goals identified in the 2015-2020 Consolidated Plan for Housing and Community Development.

A 30-day public comment period on the draft PY45 AAP begins 12:00PM on Monday, March 25th and ends at 11:59PM on Tuesday, April 23rd, 2019.

The draft PY45 AAP is available for public review at the Norwalk Redevelopment Agency in City Hall, 125 East Avenue, Room 208; the Norwalk Public Library at 1 DeWitt Avenue; the South Norwalk Branch Library at 10 Washington Street; the Norwalk Housing Authority's administrative offices at 34 1/2 Monroe Street; and the South Norwalk Community Center at 38 South Main Street. The draft document is also available on the Redevelopment Agency's CDBG page of the City of Norwalk's website: <http://www.cityofnorwalk.org/1412/Community-Development-Block-Grant>

Public comment must be received by the Agency no later than 11:59PM on Tuesday, April 23rd, 2019 and may be mailed, delivered, or emailed to [sabina@cityofnorwalk.org](mailto:sabina@cityofnorwalk.org) or Norwalk Redevelopment Agency, City Hall - Room 208, 125 East Avenue, Norwalk, CT 06851.

A public hearing to receive comments on the draft PY45 AAP will be held on Thursday, April 25th, 2019 at 7:00PM in Room 208 of Norwalk City Hall, 125 East Avenue. This is an accessible room. Oral language assistance for the hearing may be obtained by calling (203) 848-2870 ext. 400 or by visiting the Redevelopment Agency office at least 48 hours prior to the hearing.

Members of the public are encouraged to speak. Persons unable to attend may submit written comments for the record no later than 12:00PM on Thursday, April 4, 2019 to Sabina Church at the above address.

Following the close of the comment period and recommendation by the Planning Committee, the document, including public comments, will be forwarded to the Common Council. Upon Council approval, the PY45 AAP will be sent to the U.S. Department of Housing and Urban Development and upon approval (anticipated in June 2019), will serve as a binding document.

The Housing Authority of the City of Norwalk, CT

#### COMPUTER SERVICES

**HOME/SCHOOL OFFICE**  
Setup, Troubleshooting, repairs  
Internet, virus protection, updates/  
backups, Cell Tun 203-848-5625

#### DUMP RUNS



1-203-318-0300  
Dump Runs/Runs (1-157-4400)  
Dumpster Rental/Removal  
Wooding, Piling, Siding, Soil, 5  
or Much Less/Other Services  
Tel: 203-318-0300

#### HOME IMPROVEMENT / REPAIR



1-203-318-6500  
**POULSON'S HOME**  
IMPROVEMENT & REPAIR  
Kitchen, Bathroom, Basement  
Remodeling, Drywall, Windows  
Siding, Sill, Flooring, Carpentry,  
Trim, Painting, Interior/Exterior,  
Foundation, Housework,  
Removal & More  
Up to 10% off, 20% off, 30% off  
Tel: 203-318-6500

#### HOME IMPROVEMENT / REPAIR

1-203-318-8800  
REPLACEMENT WINDOWS  
AND DOORS  
NEW VINYL, COMPOSITE, &  
WOOD REPLACEMENT  
WINDOWS, AFFORDABLE RATES  
FREE ESTIMATES, LICENSED  
A INSURER  
Tel: 203-318-8800

#### LAWN & GARDEN SERVICES



1-203-318-2000  
**SPRING CLEAN UPS**  
Full Leaf, Dethatching, Lawn  
Fertilization & Seeding  
Debris, Branches, Stumps,  
Sodden, Soil, Tree, Mulch,  
Mowing, Edging, Blowing  
Low Cost, Fast, Clean, No Noise,  
Spring & Fall 2-3 times a week  
Free Power Washing  
Painted, Mowing  
Low Priced, No Noise,  
Tel: 203-318-2000

#### MASON

203-318-0300  
Masonry, Brick, Block, Concrete  
Foundation, Chimney, Driveway,  
Walkways, Patios, Retaining Walls,  
Fence, Pool Deck  
Tel: 203-318-0300

#### PAINTING

1-203-318-0300  
Interior, Exterior, Room, Kitchen,  
Bathroom, Hallway, Staircase,  
Decking, Fencing  
Tel: 203-318-0300

#### TREE

1-203-318-0300  
Tree Removal, Stump Pulling,  
Pruning, Trimming, Fertilizing,  
Mulching, Soil, Fertilizer  
Tel: 203-318-0300

#### GENERAL HELP WANTED

#### GENERAL HELP WANTED

#### GENERAL

### HEARST CONNECTICUT MEDIA GROUP

#### Immediate Opening for Entry Level Pressman

At our Bridgeport Printing Plant.  
3rd shift position available.

Set schedule 5 days a week with OT when necessary. Candidates  
with printing, production or manufacturing background a plus.

This entry level position to start in the rest room with possibility to  
grow. We will train the right candidate for this position to learn this trade.  
Must be willing to listen and learn have organizational skills and ability to  
hit goals.

Send resume to  
[jgorman@elcpost.com](mailto:jgorman@elcpost.com)

Run Yo

**No comments were received.**

**City of Norwalk CDBG PY45 Recommended Programs and Projects**

|                                                                   |               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                                                       |                                                                                         |
|-------------------------------------------------------------------|---------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------|
| Person-to-Person - Emergency Assistance Program                   | \$ 30,970.00  | Person-to-Person will administer the Emergency Assistance Program that helps clients facing situational crises by providing them with emergency financial assistance, fresh food, and seasonally appropriate clothing. Clients of P2P have access to P2P's team of caseworkers to assist with a variety of needs which help to prevent a downward spiral that can lead to homelessness- budget planning, referrals to other agencies, advocacy for benefits, and general support to move clients towards greater stability.                                                                                                                                                                                                 | 285                                                                                   | 76 South Main Street<br>Norwalk, CT 06854<br>Citywide                                   |
| Senior Services Coordinating Council - Healthy Lifestyles Program | \$ 16,230.00  | SSCC will to promote healthy behaviors and educate the senior community about a variety of health topics including healthy eating and communicable diseases because of infection rates for STD's keep climbing among Americans 60 and older. Also many of the diseases suffered by older persons are the result of dietary factors. We will touch on topics such as tick-borne illnesses since a study of 1,454 patients showed 33% of people over 65 tested positive for Lyme. We will also share information on cancer prevention and healthy homes. SSCC will provide group talks with the Health Dept to encourage healthy lifestyles and help promote change in elderly communities. Educating 205 seniors in Norwalk. | 205                                                                                   | 11 Allen Road<br>Norwalk, CT 06851<br>Citywide                                          |
| <b>PY45 - Public Facilities (\$185,967)</b>                       |               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                                                       |                                                                                         |
| Carver Foundation - Bleacher Replacement                          | \$ 25,733.00  | The funds will assist in replacing the gymnasium bleachers. The current bleachers have continuously required costly repairs and maintenance. The frequent damages to the bleachers create safety hazards, requiring the gym to be out of use until the repairs are completed. The unavailability of the gymnasium for extended periods of time creates a burden for programs and the community. This also includes adding wall padding to ensure the entire back wall is covered and safe for our athletes and to add adjustable hoops so that they can be lowered to accommodate younger players.                                                                                                                          | Area Benefit                                                                          | 7 Academy Street<br>Norwalk, CT 06850                                                   |
| Norwalk Senior Center - HVAC Improvements                         | \$ 50,000.00  | Funds will assist in the replacement of the HVAC system within the old Roosevelt School. The current system has surpassed its expected lifespan and service is inconsistent as a result. 225 elderly people visit the center located at 11 Allen Road each weekday and the improvement will benefit the community as a whole.                                                                                                                                                                                                                                                                                                                                                                                               | Area Benefit                                                                          | 11 Allen Road<br>Norwalk, CT 06851                                                      |
| Walk Bridge Business Mitigation Program                           | \$ 100,000.00 | The funds will assist in the retention of CMI jobs to businesses affected by the Walk Bridge construction project. Assistance will be in the form of a reimbursable grant for staff time to CMI individuals.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Area Benefit                                                                          | Citywide (as affected by the project)                                                   |
| <b>PY45 - Housing (\$85,313)</b>                                  |               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                                                       |                                                                                         |
| HomeFront - Home Revitalization                                   | \$ 15,000.00  | HomeFront will assist in performing critical home repairs and improve handicap accessibility for three very low income homeowners in Norwalk.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | 3 Owner Occupied Units                                                                | LMI Census Tracts                                                                       |
| Keystone - Bathroom Remodel                                       | \$ 25,000.00  | Funds will be used to replace the driveway, repair the deteriorating retaining wall alongside the driveway and to renovate the first-floor bathroom. St. John Street home provides affordable housing and services for adults with a serious mental illness.                                                                                                                                                                                                                                                                                                                                                                                                                                                                | 1 Home, 10 Individuals                                                                | 4 St. John's Street<br>Norwalk, CT 06853                                                |
| Open Door Shelter - Supportive Housing Renovations                | \$ 55,313.00  | Funds will be used to improve the safety and energy efficiency of supportive housing units for homeless families by renovating multifamily houses at 125 S, 127, 129 and 139 South Main Street and 4 Couch Street in South Norwalk. Renovations include heating systems and new roofs. These five buildings contain a total of sixteen supportive housing units for homeless families. These buildings are close to shelter services (food, health care, clothing and case management)                                                                                                                                                                                                                                      | 16 Renter Occupied Units                                                              | 125 S, 127, 129 and<br>139 South Main Street<br>and 4 Couch Street<br>Norwalk, CT 06854 |
| <b>PY45 - Planning and Administration (\$239,667)</b>             |               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                                                       |                                                                                         |
| Norwalk Redevelopment Agency - CDBG Administration                | \$ 239,667.00 | The Agency will use CDBG funds to cover costs associated with administration of the City's CDBG program for the 2019-2020 fiscal year.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | 33,385 Households                                                                     | Citywide                                                                                |
| <b>PY45 - City Neighborhoods (\$371,545)</b>                      |               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                                                       |                                                                                         |
| Norwalk Redevelopment Agency - City Neighborhoods                 | \$ 371,545.00 | City Neighborhoods funds will focus on administering the Rehabilitation Program and the Revolving Loan Fund, a Residential Facade Improvement Grant Program, proactive code enforcement activities, clean up of neighborhood parks, and planned transportation improvements in the South Norwalk Train Station.                                                                                                                                                                                                                                                                                                                                                                                                             | 88,537 persons, 10 rental units, 3 homeowner units, and 10 units via code enforcement | Citywide; Census Tracts: 434, 437, 441                                                  |

VII.C

d/b/a/ **NORWALK PARKING AUTHORITY**, a municipal authority established pursuant to Chapter 100, Sections 7-202 through 7-212a, inclusive, of the Connecticut General Statutes, as amended and Chapter 73 of the Code of the City of Norwalk, as amended, with its principal office located at 11 North Water Street, Norwalk, Connecticut, 06854, acting herein by the undersigned, duly authorized (the "Authority", and together with the City, collectively referred to herein as the "Parties" or singularly as a "Party").

**WHEREAS**, the City has entered into that certain Pole Attachment Agreement with The Southern New England Telephone Company, d/b/a Frontier Communications ("Frontier"), dated [April/May] \_\_, 2019, governing the terms and conditions of the City's use of Frontier's public utility poles for its traffic mobility equipment attachments within the communications gain, in accordance with C.G.S. § 16-233 (the "PAA");

**WHEREAS**, the Authority, while not party to the PAA, desires to attach certain of its equipment and/or facilities ("Repeaters") within the City's reserved space in the communications gain on Frontier's public utility poles (the "City's Municipal Gain");

**WHEREAS**, the Authority's occupation and use of a portion of the City's Municipal Gain, to install and maintain its Repeaters, may create unanticipated liability for the City, which the Parties wish to mitigate.

**NOW, THEREFORE**, in consideration of the mutual covenants, terms and conditions in this Agreement, the Parties agree as follows:

1. The Authority agrees to use the City's Municipal Gain, at its own cost and expense, for the purpose of: (i) installing, repairing, replacing, relocating, upgrading, modifying, and removing its Repeaters on Frontier's public utility poles, in a good and workmanlike manner to the reasonable satisfaction of the City; (ii) maintaining such Repeaters in good and safe repair and proper working order, at all times, so that the Repeaters are free of any danger; and (iii) inspecting and operating such Repeaters, in a manner that prevents hazard and promotes safe passage by the traveling public under, along, and within the area where such Repeaters are located.

2. The Authority shall not use any portion of the City's Municipal Gain for any purpose other than activities incidental to the installation, modification, reparation, maintenance, replacement, relocation, upgrade, inspection, operation and removal of the Repeaters within the City's Municipal Gain on Frontier's public utility poles.

3. The City reserves the right to use any area within the City's Municipal Gain for any purpose in any lawful manner. The Authority's use of the City's Municipal Gain shall not in any way interfere with the exercise of the City's rights to, or use of, its reserved space within the communications gain on Frontier's public utility poles. In the event of interference or the unavailability of adequate surface area for the City's attachments, the City may request that the Authority remove or relocate its Repeaters to another area on within the City's Municipal Gain or elsewhere on Frontier's public utility poles.

4. The Authority hereby expressly agrees to, at all times, indemnify, defend, and hold the City, its agents, employees, officials and representatives, harmless from and against any and all demands,

claims, damages, losses, expenses costs and liabilities of any nature or kind, including reasonable attorney's fees, that may directly or indirectly arise out of or be caused by the actions or omissions of the Authority, its agents, employees, engineers or contractors, subcontractors, material suppliers, representatives in connection with the installation, operation and maintenance of its Repeaters in the City's Municipal Gain. This indemnity shall survive termination of the PAA, this Agreement and the Authority's rights relative to the City's Municipal Gain; and shall not be limited by reason of any insurance coverage.

5. This Agreement shall be effective from the Effective Date and continue until such time as the Authority operates and maintains its Repeaters in the City's Municipal Gain, unless suspended or earlier terminated by the City, after thirty (30) days' prior written notice. Thereafter, the Authority shall, at its own cost and expense, remove all of its equipment, facilities and hardware from Frontier's public utility pole within forty-eight (48) hours. After such time, the City will be entitled, but not obligated, to remove the Authority's Repeaters and equipment, at the Authority's expense, unless the removal of same will cause an immediate and bona fide risk to public safety.

6. All notices required under this Agreement, other than routine communications necessary for the day-to-day performance of services and activities, shall be deemed properly given if hand-delivered or sent by United States registered or certified mail, postage prepaid, to the following addresses:

If to City: Office of Corporation Counsel  
City of Norwalk  
125 East Avenue, Room 237  
Norwalk, Connecticut 06851

If to Authority: Richard Brescia, Chairman  
Norwalk Parking Authority  
11 North Water Street  
Norwalk, CT 06854

7. Each and every provision and clause required by law to be inserted in this Agreement shall be deemed to be inserted and the Agreement shall be read and enforced as though such provisions and clauses were included herein. If, through mistake or otherwise, any such provision is not inserted or is not correctly inserted then the Parties hereby agree to physically amend this Agreement to include such provision.

8. This Agreement shall be governed by, and construed in accordance with, the laws of the State of Connecticut. If any provision of this Agreement is held invalid, the balance of the provisions of this Agreement shall not be affected thereby if such provisions would then continue to conform to the requirements of applicable laws. The remaining provisions shall thereupon continue in full force and effect. Upon such determination that any term or other provision is invalid, illegal or unenforceable, the Parties shall negotiate in good faith to modify this Agreement so as to effect the original intent of the Parties as closely as possible in a mutually acceptable manner in order that the transactions contemplated hereby be consummated as originally contemplated to the greatest extent possible.

9. The terms and conditions stated herein shall bind the Parties, their heirs, assigns and successors in interests until such time as the Parties terminate this entire Agreement and any and all authorizations and rights granted hereunder. Termination of this Agreement by either Party will not waive, release or impair the contractual obligations of each Party that arose or accrued under this Agreement before the termination.

**IN WITNESS WHEREOF**, the Parties have caused this Agreement to be executed as of the day and year first above written.

Signed, Sealed and Delivered  
in the Presence of:

**CITY OF NORWALK**

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Witness

By: \_\_\_\_\_  
Harry W. Rilling  
Its Mayor  
Duly Authorized

Signed, Sealed and Delivered  
in the Presence of:

**PARKING AUTHORITY FOR THE  
CITY OF NORWALK d/b/a  
NORWALK PARKING AUTHORITY**

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Witness

By: \_\_\_\_\_  
Richard Brescia  
Its Chairman  
Duly Authorized

APPROVED AS TO FORM:  
OFFICE OF CORPORATION COUNSEL

By: \_\_\_\_\_



## MEMORANDUM

To: Members of the Public Works Committee  
Members of the Common Council

From: Michael Yeosock, PE – Assistant Direct – TMP

RE: Frontier Pole Attachment Agreement

Date: May 3, 2019

---

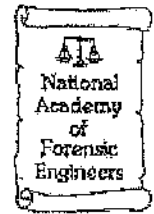
For several years now, under a Connecticut Department of Public Utility Control agreement, utilities have been allowed to charge municipalities a pole attachment fee to install any City-owned equipment on a utility pole, including those installed within the municipal gains space. The City is currently look to replace parking sensors in various locations which will require equipment be attached to certain utilities poles. This would be subject to a one-time attachment fee. In addition, the City is currently in the initial stages of a traffic signal system upgrade project that will also require attaching to several utility poles, also requiring a one-time attachment fee.

Based upon this proposed work and discussions with Frontier and the City's Corporation Council, it is preferred that the City execute one general municipal attachment agreement with Frontier at this time to cover both of these projects and any other minor projects that may evolve from time to time. As we are not certain of the specific number of poles and/or location of these poles or the exact cost for any make-ready work for these attachments, we are requesting an amount not exceed \$10,000. This would cover the cost to attach to approximately 200 poles. Any payments made will be based on the number of poles attached to and at the approved rate in effect at the installation. Any costs for make-ready work will be based on the actual time and materials required.



# CRISTINO ASSOCIATES INC.

ELECTRICAL POWER SYSTEMS ENGINEERING  
DESIGN, FORENSICS AND TRAINING



## CRISTINO ASSOCIATES INC. RATE SCHEDULE

|                                | <u>Rate Per Hour</u> |
|--------------------------------|----------------------|
| Principal Engineer             | \$ 250.00            |
| Licensed Professional Engineer | 230.00               |
| Junior Engineer                | 100.00               |
| Engineering Technician         | 75.00                |
| Computer/CAD Technician        | 65.00                |
| Field Technician               | 75.00                |
| Clerical Support               | 50.00                |

Effective Date: 1-1-2019

## Burns, Lisa

---

**From:** Kevin Barber <kbarber@ttd.gov>  
**Sent:** Thursday, May 02, 2019 10:00 AM  
**To:** Burns, Lisa; Adams, Mike; Valadares, Vanessa  
**Cc:** Little, Thomas; Cipriano, Monique  
**Subject:** RE: Design cost

Good morning Lisa,  
TTD will engage Joe on this project and will request reimbursement for costs, with no markup, from the City.

Kevin

**From:** Burns, Lisa <LBurns@Norwalkct.org>  
**Sent:** Thursday, May 02, 2019 9:21 AM  
**To:** Mike Adams <madams@ttd.gov>; Valadares, Vanessa <VValadares@norwalkct.org>; Kevin Barber <kbarber@ttd.gov>  
**Cc:** Little, Thomas <tlittle@norwalkct.org>; Cipriano, Monique <MCIPRIANO@norwalkct.org>  
**Subject:** Re: Design cost

Thank you. We will be putting this on the Public Works Committee agenda which goes out tomorrow. Will you be contracting with Joe directly, and request reimbursement from the City or should we engage his firm? I just need to know how to write the resolution. Thanks!

Get [Outlook for iOS](#)

On Thu, May 2, 2019 at 9:07 AM -0400, "Mike Adams" <madams@ttd.gov> wrote:

Good morning. Please find attached the requested Rate sheet from Joe Cristino and associates. Speaking with Joe we estimate between \$90K and \$115K in engineering for the design cost.

Regards,

Mike Adams

General Line Foreman  
Third Taxing District  
2 Second Street  
E. Norwalk, CT 06855

O:203-866-9271

-----Original Message-----

**From:** Mike Adams  
**Sent:** Wednesday, May 1, 2019 1:39 PM  
**To:** Valadares, Vanessa ; Kevin Barber  
**Cc:** Burns, Lisa ; Little, Thomas  
**Subject:** RE: Design cost

Please find the proposed design that we discussed last time we meet. This is only preliminary and should be considered a work in progress of a conceptual design only.

Regards,

Mike Adams

General Line Foreman  
Third Taxing District  
2 Second Street  
E. Norwalk, CT 06855

O:203-866-9271

-----Original Message-----

From: Valadares, Vanessa  
Sent: Wednesday, May 1, 2019 11:25 AM  
To: Kevin Barber ; Mike Adams  
Cc: Burns, Lisa ; Little, Thomas  
Subject: Design cost

Kevin/Mike,  
Just checking if you will be able to provide a design cost for the Engineer by tomorrow so we can add for approval into our next DPW Committee meeting The agenda will go out on Friday.  
thanks!  
Vanessa

Sent from my iPad

Good morning. Please find attached the requested Rate sheet from Joe Cristino and associates. Speaking with Joe we estimate between \$90K and \$115K in engineering for the design cost.

Regards,

Mike Adams

General Line Foreman  
Third Taxing District  
2 Second Street  
E. Norwalk, CT 06855

O:203-866-9271

-----Original Message-----

From: Mike Adams  
Sent: Wednesday, May 1, 2019 1:39 PM  
To: Valadares, Vanessa <[VValadares@norwalkct.org](mailto:VValadares@norwalkct.org)>; Kevin Barber <[kbarber@ttd.gov](mailto:kbarber@ttd.gov)>  
Cc: Burns, Lisa <[lBurns@Norwalkct.org](mailto:lBurns@Norwalkct.org)>; Little, Thomas <[tlittle@norwalkct.org](mailto:tlittle@norwalkct.org)>  
Subject: RE: Design cost

Please find the proposed design that we discussed last time we meet. This is only preliminary and should be considered a work in progress of a conceptual design only.

Regards,

Mike Adams

General Line Foreman  
Third Taxing District  
2 Second Street  
E. Norwalk, CT 06855

O:203-866-9271

-----Original Message-----

From: Valadares, Vanessa <[VValadares@norwalkct.org](mailto:VValadares@norwalkct.org)>

Sent: Wednesday, May 1, 2019 11:25 AM

To: Kevin Barber <[kbarber@ttd.gov](mailto:kbarber@ttd.gov)>; Mike Adams <[madams@ttd.gov](mailto:madams@ttd.gov)>

Cc: Burns, Lisa <[LBurns@Norwalkct.org](mailto:LBurns@Norwalkct.org)>; Little, Thomas <[tlittle@norwalkct.org](mailto:tlittle@norwalkct.org)>

Subject: Design cost

Kevin/Mike,

Just checking if you will be able to provide a design cost for the Engineer by tomorrow so we can add for approval into our next DPW Committee meeting The agenda will go out on Friday.

thanks!

Vanessa

Sent from my iPad

CITY OF NORWALK RECREATION & PARKS DEPARTMENT  
FACILITIES RENTAL APPLICATION FORM 2018-2019

W.H.D

PRINT  
ORGANIZATION NAME: National Marine Manufacturers Association PERSONAL/FAMILY Association  
COMPANY/BUSINESS Association  
NON-PROFIT (501C3) Yes No  
NAME OF BENEFICIARY: 2019 Norwalk Boat Show Is this an Annual Event: Yes (+) No \_\_\_\_\_ #of years 44th Show  
NAME OF CORPORATE OFFICER AUTHORIZED  
TO EXECUTE THE LICENSE AGREEMENT: Jon Pritko TITLE: Vice President of Northeast Shows  
YOUR NAME: Josh Rosales TITLE: Operations Manager  
ADDRESS: 235 West 35th Street, Suite 1006 E-MAIL ADDRESS: jrosales@nmma.org  
CITY: New York, NY STATE: NY ZIP CODE: 10001  
HOME PHONE: 646-370-3679 BUSINESS PHONE: 631-944-0469 CELL: 631-944-0469

FACILITY & EVENT INFORMATION  
FACILITY REQUESTED: Calf Pasture Beach Park, Shady Beach, Marvin School Sites, Taylor Farm # OF  
PARTICIPANTS 15,000+

EVENT: 2019 Norwalk Boat Show - To be used for parking only DATE REQUESTED: 9/19/19 - 9/22/19  
~~9/19/2019 - 9/22/2019~~

SET UP TIME: 9/19 9/22 STARTING TIME: 10AM BREAKDOWN TIME: 7pm ENDTIME: \_\_\_\_\_ 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:

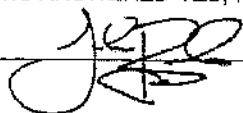
WILL THE GROUP BE GOING INTO THE WATER IN ANY WAY, WADING, WALKING OR SWIMMING at the Beach? YES (NO)  
WILL THE GROUP HAVE ANY ACITIVITIES NEAR OR AROUND THE WATER (including Splash Pad) at the Beach YES \_\_\_\_\_  
(NO)

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: 3/27/2019

OFFICE USE ONLY

RECREATION & PARK COMMITTEE APPROVAL: DATE TO COMMITTEE: \_\_\_\_\_ YES \_\_\_\_\_ NO \_\_\_\_\_ N/A

COMMON COUNCIL APPROVAL: DATE TO COMMITTEE: \_\_\_\_\_ YES \_\_\_\_\_ NO \_\_\_\_\_ N/A

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

1. Renter is responsible to ensure that no accumulation of debris or waste or unsafe or hazardous condition is allowed on the premises; that the premises are at all times kept in a safe and clean condition; and that no damage to or destruction of property or the premises itself and its surrounding grounds, roadways and driveways occurs.
2. Dogs are strictly prohibited at all beaches, school grounds and parks except Taylor Farm and parts of Cranbury Park. This rule applies to all beaches at all times. Violation of this rule will result in issuance of a \$100 fine.
3. The City of Norwalk is not responsible for damage to or loss of Renter's property or that of Renter's licensees, invitees, agents and guests. Renter assumes all risks of damage and loss of its personal property.
4. The Renter may bring the following in or onto the Premises:

\*Any tent (structure) 10 X 10 Feet or larger, including but not limited to; electrical lighting equipment, which requires a separate permit from the Code Enforcement Department. It is the Renter's responsibility to obtain this permit from Code Enforcement, Room 121 at Norwalk City Hall.

\*Dunking tanks and other forms of entertainment rentals must be preapproved prior to presenting to the Recreation & Parks subcommittee meeting. At no time will bounce houses be allowed on any city owned properties. Use of such rentals without approval may jeopardize future rental for the person/persons. Any and all rentals, machines, novelties will require a separate Insurance Certificate, which must be obtained prior to the event

\*No other furniture, structures; machinery or other equipment shall be brought in or onto the premises without the prior written approval of the City of Norwalk, by the Director of Recreation and Parks

\*Open fires are strictly prohibited from all of our indoor facilities, tented areas, under pavilions, or on the Great Lawn in Cranbury Park. Items include candles, sparklers, tiki torches, fire pits, etc. Open wood burning grills are prohibited from being used at any City owned property, unless a separate permit is obtained from the Fire Marshall. Charcoal and propane grills are allowed but may not exceed 60" in length.

**\*\*Recreation & Parks strictly prohibits the use of personal or commercial drones at any of the City of Norwalk's properties where private events are taking place. If such usage is reported, appropriate action will be taken immediately and violators will risk disqualification from all future rentals.**

5. **HOLD HARMLESS:** Additionally, Renter agrees to indemnify, defend and save harmless the City of Norwalk, its employees, agents and officials, from and against any and all claims, demands, suits proceedings, liabilities, judgments, financial losses, costs or damages, including attorneys' fees and court costs, on account of bodily injury or death, damage or destruction to property or other financial losses, costs and expenses, of any nature and to any extent which may arise out of or be related in any way to the actions or omissions of the Renter, his or her employees, agents, servants, guests, invitees, or licensees, in connection with Renter's use of the Premises hereunder whether arising directly or indirectly there from. The provisions of this section shall survive the expiration or early termination of this Agreement and shall not be limited in any way by reason of any insurance coverage.

INITIAL HERE JR \_\_\_\_\_

6. Renter hereby releases the City of Norwalk, its agents, officers and employees from and against any and all claims it may have at any time arising out of the condition of the Premises or any fixtures or installations thereon.

**CITY OF NORWALK RECREATION & PARKS DEPARTMENT  
FACILITIES RENTAL APPLICATION FORM 2018-2019**

PLEASE PRINT

ORGANIZATION NAME: William Raveis Charitable Fund PERSONAL/FAMILY ☐ COMPANY/BUSINESS ☐  
NON-PROFIT (501C3) Yes ☒ No ☐

NAME OF BENEFICIARY: \_\_\_\_\_ Is this an Annual Event: Yes ☒ No ☐ # of years 4

NAME OF CORPORATE OFFICER AUTHORIZED TO EXECUTE THE LICENSE AGREEMENT: Meghan Raveis TITLE: Managing Director

YOUR NAME: Tyler Timken TITLE: Event Manager

ADDRESS: 124 W. 26th Street, Suite 402 E-MAIL ADDRESS: Timken@globalimpactpro.com

CITY: New York STATE: NY ZIP CODE: 10001

HOME PHONE: \_\_\_\_\_ BUSINESS PHONE: 212-989-1111 CELL: 856-745-8672

FACILITY REQUESTED: Calf Pasture Beach Park FACILITY & EVENT INFORMATION # OF PARTICIPANTS: 500-1000

EVENT: William Raveis Ride + Walk DATE REQUESTED: 9/29/19

SET UP TIME: 5:30 AM STARTING TIME: 7:00 AM BREAKDOWN TIME: 2:00 PM END TIME: 3:00 PM RAIN DATE: \_\_\_\_\_

ARE YOU REQUESTING THE USE OF ALCOHOLIC BEVERAGES AND/OR BEER KEGS? YES ☐ NO ☒ (RAIN DATE FOR BEACH RENTALS ONLY)

**(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: \_\_\_\_\_ (Ripka's)

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: Tyler Timken DATE: 4/2/19

**OFFICE USE ONLY**

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



PLEASE PRINT

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

YES  
YES  
YES  
YES

NO  
NO  
NO  
NO

- onder elke Ripka  
circule

APPLICANT'S SIGNATURE \_\_\_\_\_

DATE: 28 JAN 19

OFFICE USE ONLY

|                                       |                    |                |     |    |     |
|---------------------------------------|--------------------|----------------|-----|----|-----|
| RECREATION & PARK COMMITTEE APPROVAL: | DATE TO COMMITTEE: | <u>3/13/15</u> | YES | NO | N/A |
| COMMON COUNCIL APPROVAL:              | DATE TO COMMITTEE: |                | YES | NO | N/A |

# Contact Jim Lyons  
203 856 5416 (c) 1  
203 286 7500 Office

VII.E

## Chapter \_\_\_\_: Community Services Department

### § \_\_\_\_-1 Office Established.

On and after the effective date hereof, there shall be a Chief of Community Services of the City of Norwalk, who shall have all of the powers, duties and responsibilities hereinafter set forth in the ordinance and in the position description for the Chief of Community Services of the City of Norwalk as adopted and amended from time to time.

### § \_\_\_\_-2 Appointment.

The head of the department shall be the Chief of Community Services. The Mayor is hereby authorized to appoint and hire a Chief of Community Services who shall be subject to confirmation by the Common Council. The Chief of Community Services shall serve at the pleasure of the Mayor and may be removed at any time by the Mayor at his/her discretion. The compensation and benefits of the Chief of Community Services shall be detailed in the position description as adopted and amended from time to time.

### § \_\_\_\_-3 Duties.

- A. Generally, provides assistance to the Mayor on City issues concerning Community Services.
- B. The Chief shall be responsible for initiating, developing and implementing policies that are outlined in the position description entitled "Chief of Community Services". The Chief will act as a liaison to state and federal agencies dealing with the areas addressed in the position description. The Chief will also perform such other related activities as may be assigned from time to time by the Mayor or the Common Council.
- C. The Chief of Community Services shall have the general supervision of the operation and management of the several units of the department. The Chief shall be responsible for the presentation of a consolidated budget to the Common Council; the supervision of all employees of the department and the preparation of an annual report of the activities of the entire department of Community Services.

**City of Norwalk**

**Job Code:**

**Title** Chief of Community Services  
**Department:** Community Services

**Grade:** Ordinance  
**Date:** 3/14/2019

**Position Definition:** This is a senior level position that directs, coordinates and ensures that continued resources are obtained and dedicated to sustain the City departments that directly affect the social well-being and health of the residents of Norwalk. Critical functions of this position include strong capacity for policy recommendations and implementation, and building strong working relationships with external and community groups. Provides support and guidance to neighborhood and community efforts to improve the overall quality of life in Norwalk. Departments supervised and administered by this position include Fair Rent and Human Relations, Library Services, Health Services and Human Services.

**General Duties:** Directs and oversees work of all Community Services departments in the City. Initiates, develops and implements policies to address human service and community needs and challenges. Develops and integrates the delivery system of community resource/asset development and human services. Plans, directs and organizes tasks associated with the provision of human and community development services and projects. Assesses and monitors work load, administrative and support systems, and internal reporting relationships to identify opportunities for improvement and implement changes. Promotes sustainable growth of community assets, with particular attention to vulnerable communities, through the coordination and integration of resources from federal, state and local sources, the private and non-profit sectors and other sources. Engages and develops a full spectrum of community partnerships in building and maintaining collaborative relationships to promote policy advocacy and efforts that address offender reentry success and recidivism prevention. Identifies future program directions, new opportunities, and innovative strategies to serve the Community Services Department mission to increase and sustain the social well-being and health of all Norwalk residents. Sustains and augments existing Community Service programming and resources, including initiating grant applications to seek funding from the full array of public and private sources. Provides guidance, assistance and support to neighborhoods in developing and implementing plans and programs including educational, social, cultural, and beautification efforts to create thriving communities. Strengthens neighborhoods through the expansion of communication networks and shared resources among educational and corporate institutions, community based organizations, residents and City officials.

**Additional Duties:** Represents the City Administration and the mission of the Community Services Department in multiple forums. Provides staff assistance to the Mayor and participates on a variety of boards, commissions and committees. Performs other related duties as required.

**Supervised By:** This position reports directly to the Mayor.

**Minimum Qualifications:** Bachelor's Degree in a closely related field and five years of experience in a responsible executive management capacity in community and program development is required. Master's Degree or other graduate degree in related field is strongly preferred.

**Required Knowledge, Skills, and Abilities:** Knowledge of the planning and management principles related to administration of human service and community development programs. Knowledge of financial management principles involving budgeting and accountability procedures. Ability to communicate effectively both in writing and orally with the public, elected officials, employees, department heads, funding sources and other human service and community development professions. Ability to plan, organize, direct and coordinate the work of lower level staff. Ability to work with department and programs to establish priorities and ensure implementation of stated goals. Ability to mobilize a full-array of agencies, common council members and residents to build

collaborative relationships to support new initiatives and maintain existing services. Ability to handle multiple projects and deal with shifting priorities.

**License or Certification:** Valid Motor Vehicle Operator's License..

**City of Norwalk**

**Job Code:**

**Title:** Human Services Director

**Union/Grade:** Ordinance

**Department:** Community Services

**Date:** 3/14/2019

**Position Definition:** Plans, organizes, administers and supervises the City's services to children, youths, families, senior citizens and all those residents in need of assistance and those that are the most vulnerable. Provides points of contact for consultation and referral for services and resources for all those in need of City services and resources.

**General Duties:** Plans, develops, coordinates, and supervises all programs in Human Services including early childhood services, social services, Youth Services Bureau, senior services, and services for the disabled; promotes and markets human services and programs; recommends and administers policies and procedures. Prepares the annual department budget and assures that assigned areas of responsibility are performed within budget; monitors revenues and expenditures in assigned area to assure sound fiscal control; prepares annual budget requests. Facilitates staff preparation of work procedures, assignments, schedules and workloads; trains, motivates and evaluates assigned staff; reviews progress and directs changes as needed; maintains harmony among employees. Provides professional advice to Chief of Community Services; makes presentations to staff and City officials, civic groups and the general public; explains, justifies, and defends department programs, policies, and activities. Receives community input, evaluates service needs and formulates short and long range plans to meet needs in all areas of responsibility; studies and standardizes procedures to improve efficiency and effectiveness of operations; gathers, interprets and prepares data for studies, reports and recommendations. Collaborates with other City staff as related to Human Services; applies for and administers various state and federal grants; promotes volunteerism; cooperates and maintains effective relationships with governmental agencies, community groups, agencies in developing plans to meet the needs of families and individuals in Norwalk.

**Additional Duties:** Participates in meetings, seminars and training sessions, serves as a member of various employee committees. Assists in the preparation of annual report and annual budget requests.

Other related duties as assigned.

**Supervised By:** Receives general supervision from the Chief of Community Services.

**Minimum Qualifications:** Bachelor's degree in Business Administration, Human Services, Social Services, Education, or related field and five (5) years of experience in public administration or human/social services including two (2) years of supervisory experience.

**Required Knowledge, Skills, and Abilities:** Thorough knowledge of principles of public administration as applied to family services programming, problems, and practices; considerable knowledge of federal, state, and local legislation pertaining to children, youth, adults, senior citizens and the disabled; knowledge of funding sources for family and leisure services programs. Ability to identify and respond to community and City Council issues, concerns, and needs. Demonstrated ability to develop, market and implement progressive programs designed to deal with the problems and needs of children, youth, adults, senior citizens, and the disabled. Strong organizational skills; skill in conducting financial analysis with the ability to promote family service activities through the media; and the ability to be innovative and receptive to new ideas. Ability to prepare clear, concise and complete reports and to make reasonable conclusions and recommendations; ability to communicate effectively verbally; ability to establish and maintain effective working

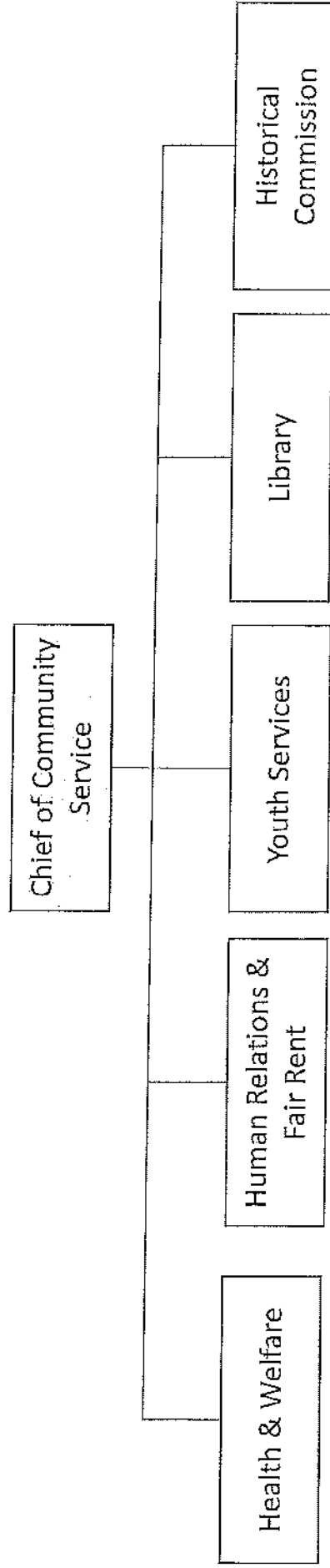
relationships with other employees, community organizations, governmental agencies, officials, volunteers, the general public and media representatives. Ability to research, analyze, and evaluate new service delivery methods, procedures, and techniques. Ability to provide administrative and professional leadership and direction to subordinate staff.

**License or Certificate:** Valid Motor Vehicle Operator's License.

## COMMUNITY SERVICE DEPARTMENT REORGANIZATION

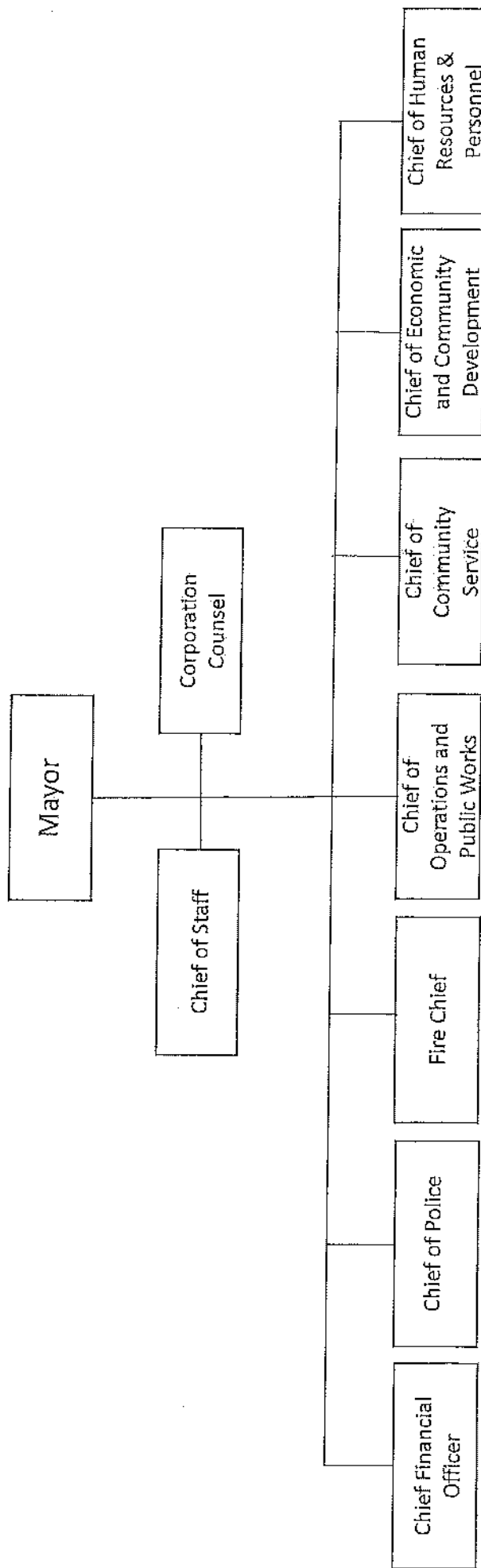
For a full  
list of  
members  
see the  
back of  
this book

City of Norwalk  
Phase II Reorganization  
Creation of Community Service Department





City of Norwalk  
Reorganization Structure  
Final Phase – Chief of Community Service



CITY OF NORWALK  
FIRE DEPARTMENT

W.F

121 CONNECTICUT AVENUE  
NORWALK, CONNECTICUT 06854



Tel: (203) 854-0200

**TO: ALAN LO, BUILDING & FACILITIES MANAGER**  
**FROM: GINO GATTO, CHIEF** *ll for Chief*  
**DATE: APRIL 24, 2019**  
**RE: BROAD RIVER AND WESTPORT AVENUE FIREHOUSE BOILER REPLACEMENT**

\*\*\*\*\*

Recently the Norwalk Fire Department completed the design for the replacement of heating boilers at various locations. The projects were advertised for bids and the Purchasing Department received bids for the Broad River Fire House and the Westport Avenue Fire House. Attached is a summary of the bids. Sav-Mor Cooling & Heating, Inc was the apparent low bidder for both projects. They have successfully completed a number of projects for the City in recent years.

At this time, the Fire Department would like to request Land Use and Building Management Committee and Common Council approval with the anticipation that these projects will be implemented this summer prior to the arrival of the heating season.

**ACTION REQUESTED:**

- 1a. Authorize the Mayor, Harry W. Rilling, to execute an agreement with Sav-Mor Cooling and Heating, Inc. for the replacement of the boiler at Broad River Fire House for a total not to exceed \$70,900. Funds are available from account 0915 3110 5777 C0557.
- 1b. Authorize the Fire Department to issue change orders on the contract for a total not to exceed \$7,090.00.
- 2a. Authorize the Mayor, Harry W. Rilling, to execute an agreement with Sav-Mor Cooling and Heating, Inc. for the replacement of the boiler at the Westport Ave Fire House for a total not to exceed \$83,200. Funds are available from account 0915 3110 5777 C0557.
- 2b. Authorize the Fire Department to issue change orders on the contract for a total not to exceed \$8,320.00.

April 24, 2019

**NORWALK PURCHASING DEPARTMENT**  
**RESPONSE SUMMARY - PROJECT #3912**

Norwalk Fire Department Station 4-Westport Avenue Boiler Replacement

Thank you for your response to our bid. The following pages are a summary of the responses received.

| VENDOR                         | TOTAL LUM SUM PRICE | ADD ALTERNATE NO.1: Boiler Room Enclosure |
|--------------------------------|---------------------|-------------------------------------------|
| Edgerton, Inc.*                | \$86,484.00         | \$4,500.00                                |
| Southport Contracting Inc.     | \$94,000.00         | \$5,500.00                                |
| Sav-Mor Cooling & Heating Inc. | \$83,200.00         | \$10,7000.00                              |
| All State Construction Inc.    | \$99,206.00         | \$5,272.00                                |
|                                |                     |                                           |

\*Non-Conforming Bid: Did not submit a Bid Security and/or did not submit the other required forms

April 24, 2019

**NORWALK PURCHASING DEPARTMENT**  
**RESPONSE SUMMARY - PROJECT #3911**  
Norwalk Fire Department Station 1 -- Broad River Boiler Replacement

Thank you for your response to our bid. The following pages are a summary of the responses received.

| <b>VENDOR</b>                   | <b>TOTAL LUM SUM PRICE</b> |
|---------------------------------|----------------------------|
| Eagerton Inc.*                  | \$74,000.00                |
| Southport Contracting Inc.      | \$104,000.00               |
| Sav-Mor Cooling & Heating, Inc. | \$70,900.00                |
| All State Construction, Inc.    | \$86,681.00                |
|                                 |                            |

\*Non-Conforming Bid: Did not submit a Bid Security and/or did not submit the other required forms



William Hodel  
Director of Facilities & Maintenance  
[hodelw@norwalkps.org](mailto:hodelw@norwalkps.org)  
P: 203-854-4053 / F: 203-854-4005  
125 East Avenue, PO BOX 6001  
Norwalk, CT 06852-6001

TO: LAND USE & BUILDING MANAGEMENT COMMITTEE  
NORWALK FACILITIES CONSTRUCTION COMMISSION

FROM: WILLIAM HODEL, DIRECTOR OF FACILITIES & MAINTENANCE

RE: GRANT APPLICATION RESOLUTION - ROWAYTON ELEMENTARY  
SCHOOL

DATE: APRIL 24, 2019

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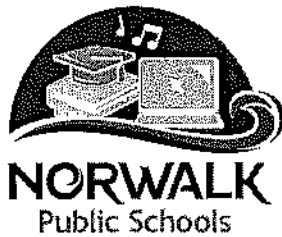
Rowayton Elementary School is currently outfitted with vinyl asbestos floor tile (VAT) in select classrooms, storage rooms, main corridor and the kitchen. The district's asbestos management plan has confirmed that this material tested positive for asbestos containing material (ACM) and highly recommends a removal and replacement due to increased health concerns. Our plan is to conduct an abatement in the above noted locations during the summer of 2019, while school is not in session.

**ACTION REQUESTED:**

Review request to submit a grant application to the State for the Rowayton Elementary School, Asbestos Abatement Project, and refer the following to the Common Council for approval:

- a. **RESOLVED**, that the Norwalk Facilities Construction Commission (NFCC) is hereby established as the building committee with regard to the Rowayton Elementary School, Asbestos Abatement Project.
- b. **RESOLVED**, that the Norwalk Common Council hereby authorizes at least the preparation of schematic drawings and outline specifications for the Rowayton Elementary School, Asbestos Abatement project.
- c. **RESOLVED**, that the City of Norwalk Common Council authorizes the City of Norwalk Board of Education to apply to the Commissioner of Administrative Services and to accept or reject a grant for the Rowayton Elementary School, Asbestos Abatement project.

cc: Thomas Hamilton  
Frank Costanzo Ed.D  
George Sevc  
Michael Faenza



William Hodel  
Director of Facilities & Maintenance  
[hodelw@norwalkps.org](mailto:hodelw@norwalkps.org)  
P: 203-854-4053 / F: 203-854-4005  
125 East Avenue, PO BOX 6001  
Norwalk, CT 06852-6001

TO: LAND USE & BUILDING MANAGEMENT COMMITTEE

FROM: WILLIAM HODEL, DIRECTOR OF FACILITIES & MAINTENANCE

RE: **NORWALK PUBLIC SCHOOLS – KENDALL ELEMENTARY SCHOOL  
DISHWASNIG ROOM & SCHOOL STORE UPGRADES**

DATE: APRIL 24, 2019

Kendall Elementary School recently received a Cafeteria & Kitchen Upgrade which this committee has already approved and has been completed. At this time the Norwalk Public Schools is seeking approval to construct the Dishwashing Room, to support the new kitchen and provide aesthetic upgrades to the school store.

The City's Purchasing Department solicited sealed bid pricing under project #3909.

Upon review of the low bid, the BOE Facilities Dept. respectively recommend the award to Southport Contracting, Inc.

**ACTION REQUESTED:**

- **Authorize the Mayor, Harry W. Rilling to execute a contract with Southport Contracting Inc., for the Kendall Elementary School Dishwashing Room & School Store Upgrades Project for a total not to exceed \$51,100.00.**
  - \$12,714.00, of Funding for this project is available from Account # 09195010 5777 C0610
  - The balance in the amount of \$38,386.00, shall be taken from Account #09195010 5777 C0587.
- **Authorize BOE Facilities Dept. to issue Change Orders for a total not to exceed \$5,110.00.**

cc: Thomas Hamilton  
Frank Costanzo Ed.D  
George Sevc  
Michael Faenza



CITY OF NORWALK  
Alan Lo, Buildings and Facilities Manager  
alo@norwalkct.org P: 203-854-7877  
Norwalk City Hall  
125 East Avenue, PO Box 5125  
Norwalk, CT 06856-5125

TO: MEMBERS OF COMMON COUNCIL

FROM: ALAN LO, BUILDING & FACILITIES MANAGER 

RE: GRANT APPLICATION RESOLUTIONS

DATE: MAY 9, 2019

\*\*\*\*\*

As part of the Norwalk Board of Education's Capital Improvement Plan, \$11.5 million was allocated for various improvements at Norwalk High School. The projects were separated into two categories; 1) those projects which are reimbursable by the State and 2) those projects not eligible for reimbursement from the State. Currently we are moving forward with previously approved State reimbursed projects and have identified (3) additional projects that would be eligible to receive State reimbursement: Media Center/Blackbox Theater, Learning Commons and Security Improvements at the main entrance. As a result of these projects being eligible to receive State reimbursement the City of Norwalk must follow State requirements and have the Common Council approve the resolutions put forth below:

**Review request to submit a grant application to the State for the Miscellaneous renovations at Norwalk High School: Media Center/Blackbox Theater, Learning Commons (Library) and Security Improvements at the main entrance projects and refer the following to the Common Council for approval:**

- a. **RESOLVED**, that the Norwalk Facilities Construction Commission (NFCC) is hereby established as the building committee with regard to the Miscellaneous renovations at Norwalk High School: Media Center/Blackbox Theater, Learning Commons (Library) and Security Improvements at the main entrance projects.
- b. **RESOLVED**, that the Norwalk Common Council hereby authorizes at least the preparation of schematic drawings and outline specifications for the Miscellaneous renovations at Norwalk High School: Media Center/Blackbox Theater, Learning Commons (Library) and Security Improvements at the main entrance projects.
- c. **RESOLVED**, that the City of Norwalk Common Council authorizes the City of Norwalk Board of Education to apply to the Commissioner of Administrative Services and to accept or reject a grant for the Miscellaneous renovations at Norwalk High School: Media Center/Blackbox Theater, Learning Commons (Library) and Security Improvements at the main entrance projects.



CITY OF NORWALK  
Alan Lo, Buildings and Facilities Manager  
alo@norwalkct.org P: 203-854-7877  
Norwalk City Hall  
125 East Avenue, PO Box 5125  
Norwalk, CT 06856-5125

TO: MEMBERS OF LAND USE & BUILDING MANAGEMENT  
COMMITTEE

FROM: ALAN LO, BUILDING & FACILITIES MANAGER 

RE: CITY HALL AIR HANDLER REFURBISHMENT

DATE: APRIL 24, 2019

\*\*\*\*\*

Norwalk City Hall was renovated in 1987. The air handler units providing heating and air conditioning is now 32 years old. The Office of Building Management has initiated a multi-years replacement project of the 5 main air handler units and 4 smaller air handler units. We replaced Unit #5 about 2 years ago. At this time, we would like to proceed with the refurbishment the unit which serves the Concert Hall.

On February 20, 2019 the City's Purchasing Department solicited bids for the refurbishment of Concert Hall air handler which includes valve replacement. The City received one (1) bid as follows:

| FIRM                             | Lump Sum Proposal Price |
|----------------------------------|-------------------------|
| Universal Business Services, LLC | \$84,249.39             |

After completion of a scope review session with the apparent low bidder, the Purchasing Department and the Office of Building Management are recommending the award of this project to Universal Business Services, LLC.

Additionally, as part of this project, we will be removing all of the existing pneumatic control equipment and will be replacing with electronic control equipment. The new equipment will be connected to the existing Building Management System (BMS) which is manufactured by KMC. New England Energy Controls is the installation/product representative and they are currently under contract with the City for system repair and improvement work. Attached is a proposal in the amount of \$24,944. This work is an integral part of the overall air handler replacement project.



**ACTION REQUESTED:**

- a. **Authorize the Mayor, Harry W. Rilling, to execute an agreement with Universal Business Services, LLC for the refurbishment of air handler #4 at City Hall for a total not to exceed \$84,249.39. Funds are available from account 0914 4071 5777 C0439.**
- b. **Authorize the Office of Building Management to issue change orders on the contract for a total not to exceed \$8,424.00.**
- c. **Authorize the Purchasing Agent to issue a Purchase Order to New England Energy Controls for the installation of controls for the refurbishment of AHU #4 at Norwalk City Hall for a total not to exceed \$24,944. Funds are available from account 0916 7100 5777 C0439**



## PROPOSAL

**Project:** Norwalk City Hall AHU4

**Date:** 3/25/2019

**To:** Dan Miller  
City of Norwalk

**Valid Until:** 4/25/2019

New England Energy Controls is pleased to provide a quote to remove the pneumatic controls and reinstall KMC BACnet controls to AHU4 serving the concert hall. This includes new duct and space sensors, damper actuators, valve actuators, controllers and wiring. Demo of the pneumatics included as well as all low voltage control wiring. This also includes new communication wiring from the boiler room to AHU4 to utilize the BACnet controls. For the Base quoted price of **\$21,817.00**.

Add Alternate for addition for control of radiation valves and two additional space sensors on either side of the concert hall. **\$3,127.00**

*This proposal does not include any mechanical installation of any valves or dampers.*

Thank you,

Please feel free to call me if you should have any question or would like to discuss this in further detail.

Greg Morris

Director of BAS Technical Services  
New England Energy Controls Inc.  
(860)-873-9999

VII. G

AGENDA

MAY 9, 2019

CLAIMS COMMITTEE MEETING

REFUNDS PROCESSED CLAIMS COMMITTEE

APPROVED BY TAX COLLECTOR

| <u>PAY TO:</u>           | <u>BILL No &amp; AMOUNT REFUNDED</u> | <u>REASON</u>             |
|--------------------------|--------------------------------------|---------------------------|
| ACAR LEASING LTD         | 17-MV-400148 (\$586.34)              | ABATEMENT                 |
| AYALE JOSE N JR          | 17-MV-400923 (\$199.10)              | PRORATION                 |
| CASTILLO-CARRAZCO BRENDA | 17-MV-402378 (\$34.71)               | PRORATION                 |
| CCAP AUTO LEASE          | 17-MV-311556 (\$794.19)              | BILL ABATED S/B GREENWICH |
| CCAP AUTO LEASE          | 15-MV-SEE ATTACHED (\$3503.09)       | PRORATION/ABATEMENTS      |
|                          | 16-MV-SEE ATTACHED                   |                           |
|                          | 17-MV-SEE ATTACHED                   |                           |
| DAIMLER TRUST            | 17-MV-403507 (\$408.69)              | PRORATION                 |
| ESPINOZA FAVIOLA C       | 17-MV-320832 (\$26.00)               | PRORATION                 |
| FLUDD GEORGE R           | 17-MV-323349 (\$23.77)               | PRORATION                 |
| FOX FRANCES M            | 17-MV-323710 (\$34.28)               | PRORATION                 |
| GALINDO-MEDINA ANIBAL    | 17-MV-324472 (\$41.70)               | PRORATION                 |
| GARCIA MARIA ESTHER      | 17-MV-324839 (\$66.92)               | PRORATION                 |
| HAAN AUTO TRUST          | 17-MV-374151 (\$113.37)              | PRORATION                 |
| JEAN BAPTISTE JIMMY      | 17-MV-407618 (\$16.55)               | PRORATION                 |
| JP MORGAN CHASE BANK NA  | 17-MV-334880 (\$114.61)              | PRORATION                 |
| KIJEK CAROL ANN          | 17-MV-336381 (\$79.70)               | PRORATION                 |
| LANDERS DANIKA           | 15-MV-336453 (\$664.08)              | PRORATION                 |
| MCARDLE MICHELE N        | 17-MV-409795 (\$121.17)              | PRORATION                 |
| MELE DAWN LYNN           | 17-MV-409997 (\$104.92)              | ABATEMENT                 |
| NISSAN INFINITI LT       | 17-MV-348638 (\$204.10)              | PRORATION                 |
| PHILLIP KEVIN            | 17-MV-352960 (\$20.67)               | PRORATION                 |
| TORPEY KEITH H           | 16-MV-365254 (\$214.29)              | PRORATION                 |
| TOYOTA LEASE TRUST       | 17-MV-SEE BACK UP (\$3380.75)        | PRO & ABATEMENTS          |

AGENDA

MAY 9, 2019

CLAIMS COMMITTEE MEETING

REFUNDS PROCESSED CLAIMS COMMITTEE

APPROVED BY TAX COLLECTOR

| <u>PAY TO:</u>                                                 | <u>BILL No &amp; AMOUNT REFUNDED</u> | <u>REASON</u>                                |
|----------------------------------------------------------------|--------------------------------------|----------------------------------------------|
| TOYOTA LEASE TRUST                                             | 17-MV-366831 (\$795.72)              | PRORATION                                    |
|                                                                | 17-MV-366905 (\$127.30)              | PRORATION                                    |
|                                                                | 17-MV-366158 (\$179.09)              | PRORATION                                    |
| TOYOTA LEASE TRUST                                             | 17-MV-366475 (\$148.74)              | PRORATION                                    |
| TOYOTA LEASE TRUST                                             | 17-MV-414776 (\$77.56)               | PRORATION                                    |
| VAULT TRUST                                                    | 17-MV-369174 (\$52.97)               | PRORATION                                    |
| VW CREDIT LEASING LTD                                          | 17-MV-370779 (\$32.91)               | PRORATION                                    |
| <br>BED BATH & BEYOND<br>PROP ID: 130253<br>542 WESTPORT AVE   | <br>17-PP-200354 (\$3089.78)         | <br>RMO- PENALTY DCL WAS<br>RETURNED ON TIME |
| <br>PIVOR JEFFREY DDS<br>PROP ID:202497<br>495 CONNECTICUT AVE | <br>17-PP-202497 (\$10.82)           | <br>PP TAX AUDIT<br>LIABILITY                |

SPECIAL REQUESTS:

FAIRFIELD COUNTY BANK

5 ROWAYTON AVE

6-1B-4-0

16-RE-113837 (\$30,854.71)

OVER PAYMENT

AGENDA

MAY 9, 2019

CLAIMS COMMITTEE MEETING

REFUNDS PROCESSED CLAIMS COMMITTEE

APPROVED BY TAX COLLECTOR

| <u>PAY TO:</u>                  | <u>BILL No &amp; AMOUNT REFUNDED</u> | <u>REASON</u>    |
|---------------------------------|--------------------------------------|------------------|
| 78 CRANBURY RD II LLC           |                                      |                  |
| 78 CRANBURY RD                  | 14-RE-105422 (\$11,772.70)           | SUPERIOR COURT   |
| 5-30-1A-0                       | 15-RE-105471 (\$50,713.63)           | PROPOSED ORDER   |
| NORWALK INN & CONFERENCE CENTER | 15-PP-202265 (\$53416.50)            | AUDIT ADJUSTMENT |
| 99 EAST AVE                     | 16-PP-202212 (\$109,999.73)          |                  |
| PROP ID: 123382                 | 17-PP-202285 (\$6025.31)             |                  |

CCAP AUTO LEASE LTD

|           |         |                    |          |
|-----------|---------|--------------------|----------|
| 15-310639 | 7AKEH4  | 1C4RJFBG1EC497941  | \$649.05 |
| 15-310785 | 871ZXW  | 1C3CCBCG5DN524007  | \$292.91 |
| 16-311270 | 8AEHA2  | 1C4SDJDT1EC286888  | \$448.63 |
| 16-311360 | 5AGHJ0  | 1CAPJMDS1EW153036  | \$183.70 |
| 17-311342 | 3AMVN4  | 1CA4RJFBG0EC546210 | \$417.11 |
| 17-311380 | AH99511 | 1C4PJMCB2FW687021  | \$195.34 |
| 17-311387 | 2AVFN0  | 1C4PJMCB0FW591288  | \$97.69  |
| 17-311408 | AA25651 | 1C4RJFBG9FC123238  | \$104.37 |
| 17-311474 | 3AVHR8  | 1C4PJMCS2FW750148  | \$101.57 |
| 17-311486 | 5AGHJ0  | 1C4PJMDS1EW153036  | \$437.14 |
| 17-311552 | WEEGIE  | 1C6RR7KT4FS588941  | \$516.38 |
| 17-311215 | 0AWVU9  | ZACCJBBH0FPB56079  | \$59.20  |

|        |            |
|--------|------------|
| TOTAL: | \$3,503.09 |
|--------|------------|

**TOYOTA LEASE TRUST**

| <b>BILL #</b> | <b>PLATE #</b> | <b>VIN#</b>       | <b>AMOUNT</b>      |
|---------------|----------------|-------------------|--------------------|
| 17-366105     | AC13810        | JTMBFREV4FD160111 | \$ 222.79          |
| 17-366106     | AB68889        | 2T1BURHE1FC301036 | \$ 191.35          |
| 17-366135     | AC56340        | JTJBZMCA9G2004019 | \$ 306.42          |
| 17-366288     | 245XFH         | 4T1BF1FK9FU003577 | \$ 185.77          |
| 17-366296     | AFO8099        | 2T1BURHE5FC420014 | \$ 191.35          |
| 17-366364     | 4AGMM2         | 5TDJKRFHXES012158 | \$ 616.99          |
| 17-366366     | 728ZGN         | 5TDDK3DC0FS127869 | \$ 447.14          |
| 17-366565     | AB40310        | JTJBARBZ3F2006777 | \$ 622.55          |
| 17-366733     | AC06931        | JTDKDTB38F1089616 | \$ 270.68          |
| 17-366851     | AB40391        | JTHSE5BC7F5005642 | \$ 61.49           |
| 17-366896     | AB58420        | 5TFUU4EN4FX142627 | \$ 264.22          |
| <b>TOTAL</b>  |                |                   | <b>\$ 3,380.75</b> |



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  
[www.norwalkct.org](http://www.norwalkct.org)

To: Mayor Harry Rilling; Board of Estimate and Taxation; Finance & Claims Committee  
From: Lisa Biagiarelli, Tax Collector  
Date: May 6, 2019  
Re: Narrative for April 2019 Tax Collector's Report

As of the end of April 2019, ten months into the current fiscal year, we had collected more than \$320 million, or **98.49%** of our \$325 million adjusted tax levy. In addition, as of the end of April, 2019, we collected more than \$16 million of our sewer use levy, or **98.50%**. We also collected 87.15% of the year's IPP (Industrial Pretreatment Program) fee on behalf of the Water Pollution Control Authority. Compared with the prior fiscal year, we are slightly behind with regard to both current taxes (-0.31%) and sewer use (-0.13%). However, we are on target to achieve our current budgeted collection goals for the fiscal year ending in June, 2019.

Through the month of April, 2019, we also collected more than \$4.2 million in back taxes, interest, lien fees and other fees. This amount is \$260,000+ more than what had been collected in the prior fiscal year as of the end of April. The July 2018 tax sale contributed to robust delinquent collections at the end of the prior fiscal year, and the beginning of this current one. Note that our figures are *net of refunds and credits* that have to be given due to court cases where taxpayers successfully appealed their assessment and were due money back.

We are still dealing with paperwork relative to July 23, 2018 tax sale. We collected in excess of \$5 million for the city at this tax sale. Our next sale will be in July 2020, and we will start planning for that sale in November 2019. Our FYE 2020 budget included a request for funding for the July 2020 tax sale.

As 2019 is not a tax sale year, we focus on business personal property and motor vehicle collection enforcement when we are not in a current collection period. A mandatory wage garnishment for city and board of education employees who owed Norwalk property taxes is still in effect, and we continue to work with the Department of Health to deny health permit renewal to any establishment owing back taxes for longer than one year. Maintaining a high current collection rate by efficiently enforcing collection of current and past due taxes allows budget making authorities to set lower mill rates, because there can be less of an 'allowance' for anticipated uncollectibles. A lower mill rate is effectively 'tax relief' for each and every taxpayer and arguably the most equitable form of tax relief.

Once the FYE 2020 mill rates are set, we will begin the process of creating the tax billing for the October 1, 2018 grand list. The Assessor's office has already been working on this. Once the tax rates are established, our office enters into the process. We hope to get the bills in the mail by June 10, 2019. However, this will depend on the Assessor's office and their readiness to release the grand list to us. Normally, we run our files for the printer over Memorial Day weekend. However, this can occur only if the Assessors have completed what needs to be done relative to the revaluation, BAA adjustments and other assessment changes, elderly and disabled tax relief credits, motor vehicle credits, changes, and pricing, and numerous other variables. We endeavor to issue the bills with data that is as accurate and timely as possible. We also try to get the bills mailed as early as possible, in order to extend the collection period to six weeks or longer, instead of only four. We will continue to update everyone on our progress.



# TAX COLLECTOR'S REPORT APRIL 2019

## FISCAL YEAR 2018-2019 (2017 GRAND LIST)

| ORIGINAL LEVY           | JUN 18 - APR 19  | COLLECTION % | CORRECTED LEVY*  | CHANGE IN LEVY | COLLECTION % |
|-------------------------|------------------|--------------|------------------|----------------|--------------|
| AUTOMOBILE-REGULAR      | \$19,785,892.64  | 92.67%       | \$19,410,882.62  | (\$375,010.02) | 94.46%       |
| AUTOMOBILE-SUPPLEMENTAL | \$3,590,970.07   | 84.56%       | \$3,520,688.82   | (\$70,281.25)  | 88.25%       |
| PERSONAL PROPERTY       | \$21,248,718.54  | 97.05%       | \$21,248,687.16  | (\$31.38)      | 97.05%       |
| REAL ESTATE             | \$280,979,420.26 | 99.05%       | \$281,049,527.49 | \$70,107.23    | 99.03%       |
| TOTAL TAX               | \$325,605,001.51 | 98.37%       | \$325,229,766.09 | (\$375,235.42) | 98.49%       |
| SEWER USE               | \$15,844,431.00  | 101.16%      | \$16,272,586.00  | \$428,155.00   | 98.50%       |
| IPP FEE                 | \$207,250.00     | 87.28%       | \$207,500.00     | \$250.00       | 87.15%       |

## FISCAL YEAR 2017-2018 (2016 GRAND LIST)

| ORIGINAL LEVY           | JUN 17 - APR 18  | COLLECTION % | CORRECTED LEVY*  | CHANGE IN LEVY | COLLECTION % |
|-------------------------|------------------|--------------|------------------|----------------|--------------|
| AUTOMOBILE-REGULAR      | \$18,742,512.33  | 92.89%       | \$18,420,780.54  | (\$321,731.79) | 94.51%       |
| AUTOMOBILE-SUPPLEMENTAL | \$3,260,045.73   | 87.52%       | \$3,246,414.44   | (\$13,631.29)  | 87.85%       |
| PERSONAL PROPERTY       | \$20,774,746.28  | 98.09%       | \$21,004,387.94  | \$229,641.66   | 97.02%       |
| REAL ESTATE             | \$269,517,650.26 | 99.07%       | \$268,742,190.86 | (\$775,459.60) | 99.36%       |
| TOTAL TAX               | \$312,294,954.60 | 98.52%       | \$311,413,743.58 | (\$881,211.02) | 98.79%       |
| SEWER USE               | \$15,371,652.00  | 99.42%       | \$15,494,610.00  | \$122,958.00   | 98.63%       |
| IPP FEE                 | \$204,250.00     | 91.44%       | \$214,780.00     | \$10,530.00    | 86.97%       |

## TAX DIFFERENCE 2017 G.L. vs. 2016 G.L. INCREASE/(DECREASE)

|  |                 |        |                 |              |        |
|--|-----------------|--------|-----------------|--------------|--------|
|  | \$13,310,048.91 | -0.14% | \$13,816,022.51 | \$505,975.60 | -0.81% |
|--|-----------------|--------|-----------------|--------------|--------|

## SEWER DIFFERENCE 2017 G.L. vs. 2016 G.L. INCREASE/(DECREASE)

|  |              |       |              |              |        |
|--|--------------|-------|--------------|--------------|--------|
|  | \$472,779.00 | 1.74% | \$777,936.00 | \$305,177.00 | -1.13% |
|--|--------------|-------|--------------|--------------|--------|

## IPP DIFFERENCE 2017 G.L. vs. 2016 G.L. INCREASE/(DECREASE)

|  |            |        |              |               |       |
|--|------------|--------|--------------|---------------|-------|
|  | \$3,000.00 | -4.18% | (\$7,250.00) | (\$10,250.00) | 0.18% |
|--|------------|--------|--------------|---------------|-------|

## BACK TAXES COLLECTED

|                                          | FISCAL YR. 2018-2019<br>(JUL 18 - APR 19) | FISCAL YR. 2017-2018<br>(JUL 17 - APR 18) | CUR YR vs. PRIOR YR<br>(INC/DEC) |
|------------------------------------------|-------------------------------------------|-------------------------------------------|----------------------------------|
| PRIOR TAXES                              |                                           |                                           |                                  |
| PRIOR SEWER USE FEE                      | \$2,155,783.72                            | \$2,337,281.43                            | (\$181,497.71)                   |
| PRIOR IPP FEE                            | \$267,212.40                              | \$25,151.86                               | \$242,060.54                     |
| TOTAL PRIOR TAX, SEWER & IPP             | \$2,422,996.12                            | \$9,386.37                                | \$3,047.06                       |
| CURRENT INTEREST                         | \$724,315.42                              | \$2,371,819.66                            | \$63,609.89                      |
| PRIOR INTEREST                           | \$645,329.35                              | \$670,075.08                              | \$24,745.73                      |
| SEWER USE FEE INTEREST                   | \$61,742.04                               | \$741,781.40                              | (\$66,432.05)                    |
| IPP FEE INTEREST                         | \$7,552.19                                | \$71,168.51                               | (\$63,616.32)                    |
| TOTAL INTEREST COLLECTED                 | \$1,438,939.00                            | \$5,445.62                                | \$2,105.57                       |
| PRIOR LIEN FEE                           | \$10,754.21                               | \$1,488,450.61                            | (\$49,511.61)                    |
| CURRENT LIEN FEE                         | \$3,957.58                                | \$13,124.08                               | (\$2,389.87)                     |
| TOTAL LIEN FEE COLLECTED                 | \$14,891.79                               | \$5,646.54                                | (\$1,688.96)                     |
| MISC FEES COLLECTED**                    | \$398,623.23                              | \$18,770.62                               | (\$4,078.83)                     |
| TOTAL PRIOR TAX, ALL INTEREST & ALL FEES | \$4,287,593.57                            | \$148,003.80                              | \$250,519.43                     |

\* CORRECTED LEVY INCLUDING CERTIFICATES OF CORRECTION

\*\* PRIOR & CURRENT FISCAL YEAR INCLUDES TAX SALE AND TITLE SEARCH FEES PROCESSED THRU MUNIS

**CITY OF NORWALK  
FIRE DEPARTMENT  
TRAINING DIVISION**

**121 Connecticut Ave  
Norwalk, Connecticut 06850**



**Tele: (203) 854-0235  
Fax (203) 854-7931**

I would like to request that the City of Norwalk continues as the fiduciary for the Region 1, Emergency Management Preparedness Grant (EMPG).

History

The City of Norwalk is part of a mutual aid agreement with 13 other cities and towns in Fairfield County. These 14 municipalities make up Region 1 and also the Fairfield County Hazardous Incident Response Team (FFCoHIRT). The team administered through the Fire Chiefs that represent the municipalities.

Annually our regional hazardous material team is awarded funds from the Emergency Preparedness Grant (EMPG), a federal grant that is managed through the State of Connecticut.

Our issue is that our hazardous materials team is a mutual aid agreement between the municipalities, not a true government entity. The grant is a reimbursement grant that needs a municipality or a council of governments to purchase items and then submit for reimbursement.

FFCoHIRT identifies equipment or training that is needed for our region. We confirm with the state that the purchase will be a reimbursable cost. The vendor provides a quote for the purchase; the municipality will then issue a purchase order. The vendor delivers the item and then issues an invoice. The municipality pays the invoice and then submits reimbursement from the state.

We have successfully managed this grant for two previous years.

Respectfully,

*Albe Bassett*

Albert Bassett  
Deputy Chief  
Norwalk Fire Department  
121 Connecticut Avenue  
Norwalk, CT 06854



**STATE OF CONNECTICUT**  
**Department of Emergency Services & Public Protection**  
**Division of Emergency Management & Homeland Security**  
**Grant Applicant Data Sheet**



Mail Completed and signed Form To:

DESPP, Grants Unit, 3<sup>rd</sup> floor North

2111 Country Club Road

Middletown, CT 06457

Please also E-mail the completed and signed Data Sheet To:

robert.drozynski@ct.gov

FOR DEMHS USE ONLY

Application Tracking #:

Date Received:

Grant Program: 2018 EMPG Regional Hazardous Materials Teams

**SECTION B: APPLICANT INFORMATION AND DATA SHEET**

1. Name of Non-profit Organization/ Agency:

City of Norwalk, Fire Department

2. Period of Award for this Sub-grant:

7/1/19 to 6/30/20

3. Point of Contact (Project Director) Name & Address

Name: Albert Bassett Title: Deputy Chief

Organization: Norwalk Fire Department

Address Line 1: 121 Connecticut Ave

Address Line 2: \_\_\_\_\_

City/State/Zip: Norwalk Ct, 06854

Phone: 203-854-0242 Fax: \_\_\_\_\_

E-mail: abassett@norwalkct.org

4. Official Authorized to Sign for the Applicant:

Name: Harry Rilling Title: Mayor

Organization: City of Norwalk

Address Line 1: 125 East Ave

Address Line 2: \_\_\_\_\_

City/State/Zip: Norwalk CT 06851

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

E-mail: hrilling@norwalkct.org

5. Application Prepared by: (if Different than Point of Contact)

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Organization: \_\_\_\_\_

Address Line 1: \_\_\_\_\_

Address Line 2: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

E-mail: \_\_\_\_\_

6. Municipal/Agency Financial Officer

Name: Angela Fogel Title: Director, Management & Budgets

Organization: City of Norwalk

Address Line 1: 125 East Ave

Address Line 2: \_\_\_\_\_

City/State/Zip: Norwalk CT 06851

Phone: 2038547708 Fax: \_\_\_\_\_

E-mail: afogel@norwalkct.org

7. I, the undersigned, am the authorized official and can sign a subgrant award on behalf of the above mentioned non-profit.

SIGNATURE OF AUTHORIZED OFFICIAL: X \_\_\_\_\_ DATE: \_\_\_\_\_

PLEASE  
SIGN

8. Applicant FEIN: 066011881

9. Applicant DUNS #: 075410415

**FEDERAL SINGLE AUDIT INFORMATION**

**ACKNOWLEDGEMENT OF FEDERAL SINGLE AUDIT SELF REPORTING REQUIREMENTS**

- Sub-grantees that are required to undergo a Federal Single Audit as mandated by OMB Circular A-133 must alert CT-DEMHS in writing to any specific findings and/or deficiencies with regards to the use of federal grant funds within 45 days of receipt of their audit report. This notification must identify the finding(s)/deficiencies and a corrective action plan for each.
- All sub-grantees must submit to CT-DEMHS a copy of the audit report section pertaining to use of federal grant funds regardless of any findings or deficiencies, within 45 days of the receipt of that report.

**Please initial here \_\_\_\_\_ to indicate that you have read and understood this requirement.**

Please note that the information required for boxes 10 through 14 refers to the sub-grantee's audit cycle.

10. Applicant Fiscal Year End: 6/30/2019

11. Date of Last Audit: 12/31/2018

12. Dates Covered by Last Audit: 7/1/2017 to 6/30/2018

13. Date of Next Audit: 12/31/2019

14. Dates to be Covered by Next Audit: 7/1/2018 to 6/30/2019



CITY OF NORWALK, DEPARTMENT OF FINANCE  
Office of Management & Budgets

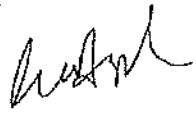
P: 203-854-7870

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

MEMORANDUM

DATE: May 6, 2019

TO: Harry Rilling, Mayor  
Henry Dachowitz, Chief Financial Officer  
The Members of the Board of Estimate & Taxation  
The Members of the Common Council

FROM: Angela Fogel, Director Management & Budgets 

RE: Community Service Reorganization Approval and Special Appropriation

The Chief of Human Resources is requesting a special appropriation in the amount of \$140,648. Attached is a financial summary of the final phase of the City reorganization that will implement the Community Service department. The newly created department will be comprised of the Health Department, Library, Fair Rent & Human Relations, Human Services and the Historical Commission. A total of 51 staff members will be transferred from the Health Department, Library, Fair Rent & Human Relations and Human Services departments. With the addition of the newly created Director of Human Services position, the total headcount for the new department will be 52 full time employees. A total of \$140,648 in special appropriations is required to fund salary increases for three existing staff who will be moved to newly created titles and functions plus the additional salary for the new Director of Human Services position.

The Finance Department recommends the approval of this special appropriation request.

**ACTION REQUESTED:**

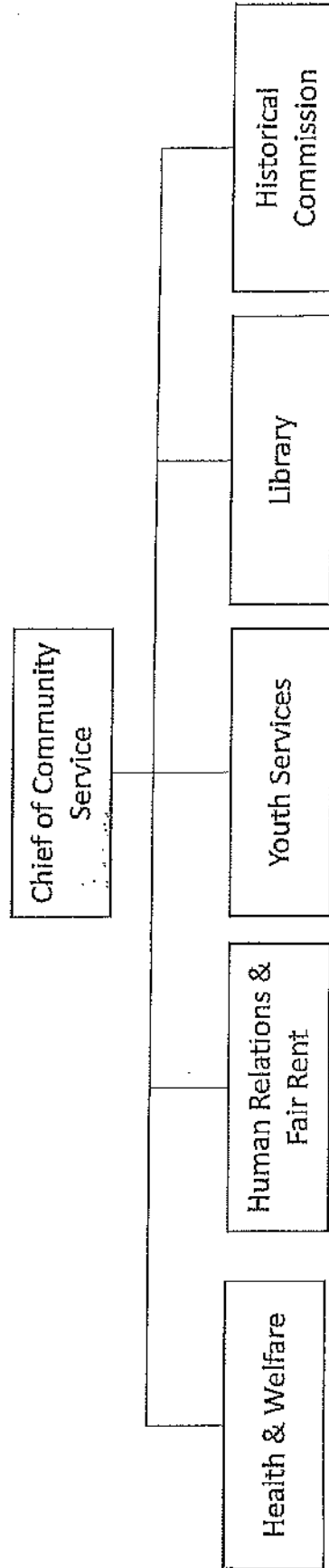
1. RESOLUTION, approve special operating appropriation in the amount of \$140,648 to fund the final phase of the City reorganization and establish the Community Service department.

City of Norwalk, Connecticut  
Phase II Reorganization

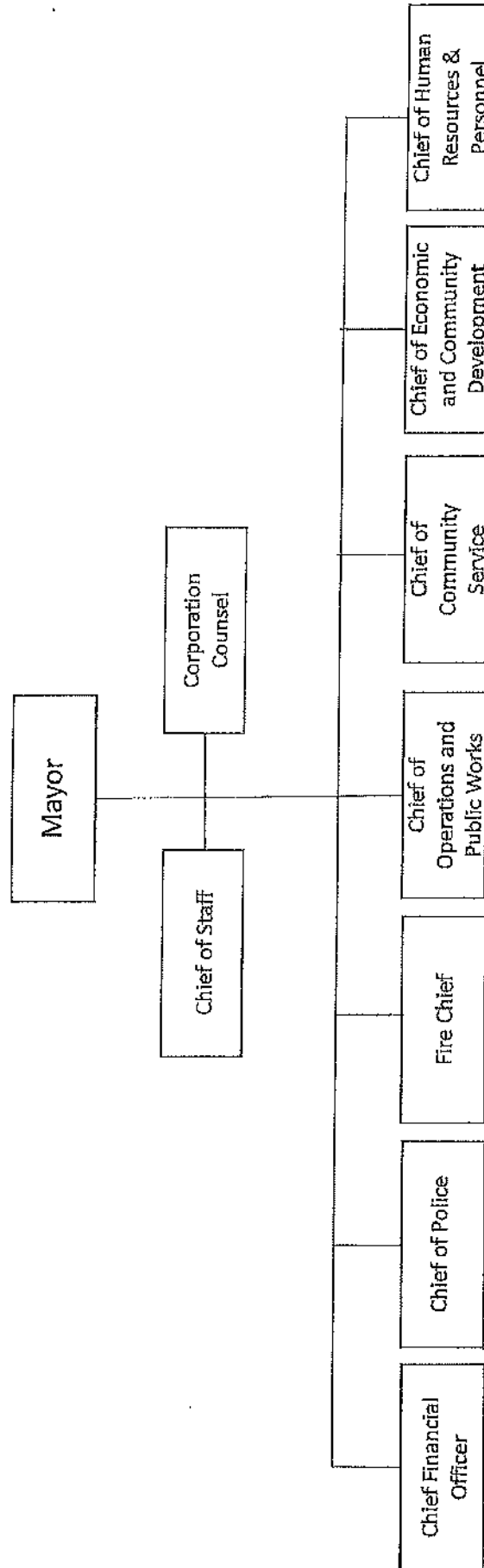
COMMUNITY SERVICE DEPARTMENT REORGANIZATION

| Department Head Organization | Supervisor Position                                     | FYE 2020 Count | FYE 2020 Budget | FYE 2019 Approved Budget | Change     | Count | Proposed     | Comments                                       |
|------------------------------|---------------------------------------------------------|----------------|-----------------|--------------------------|------------|-------|--------------|------------------------------------------------|
| Chief of Community Services  | Vacant                                                  | 1              | \$ 110,186      | \$                       |            | 1     | \$ 140,000   | Previously Dir. of Human Relations & Fair Rent |
| Health Department            | Director of Health                                      | 1              | \$ 129,880      | \$                       | 19,692     | 1     | \$ 129,880   | Previously Health Department Org               |
| Health Department            | Administrative Support I                                | 1              | \$ 57,005       | \$                       | -          | 1     | \$ 57,005    | Previously Health Department Org               |
| Health Department            | Administrative Support II                               | 1              | \$ 62,835       | \$                       | -          | 1     | \$ 62,835    | Previously Health Department Org               |
| Health Department            | Dir. of Environmental Health & Housing                  | 1              | \$ 126,386      | \$                       | -          | 1     | \$ 126,386   | Previously Health Department Org               |
| Health Department            | Housing Inspector                                       | 3              | \$ 274,124      | \$                       | -          | 3     | \$ 267,794   | Previously Health Department Org               |
| Health Department            | Sanitation                                              | 4              | \$ 371,392      | \$                       | -          | 4     | \$ 367,815   | Previously Health Department Org               |
| Health Department            | Administrative Technician                               | 1              | \$ 97,485       | \$                       | -          | 1     | \$ 95,243    | Previously Health Department Org               |
| Health Department            | Public Health Nurse                                     | 1              | \$ 80,208       | \$                       | -          | 1     | \$ 82,280    | Previously Health Department Org               |
| Health Department            | Supervisor of Clinical Services                         | 1              | \$ 126,386      | \$                       | -          | 1     | \$ 123,477   | Previously Health Department Org               |
| Health Department            | Health Educator                                         | 1              | \$ 97,485       | \$                       | -          | 1     | \$ 95,243    | Previously Health Department Org               |
| Health Department            | Sealer of Weights & Measures                            | 1              | \$ 72,776       | \$                       | -          | 1     | \$ 71,095    | Previously Health Department Org               |
| Health Department            | Health-Admin. Project Coordinator (FYE 20 Rent App)     | 1              | \$ 72,776       | \$                       | -          | 1     | \$ 71,095    | Previously Health Department Org               |
| Library                      | Library Director                                        | 1              | \$ 149,006      | \$                       | -          | 1     | \$ 145,555   | Previously Library Org                         |
| Library                      | Accounts Clerk                                          | 1              | \$ 65,989       | \$                       | -          | 1     | \$ 64,466    | Previously Library Org                         |
| Library                      | Assistant Library Director                              | 1              | \$ 135,449      | \$                       | -          | 1     | \$ 132,321   | Previously Library Org                         |
| Library                      | Circulation Systems Manager                             | 1              | \$ 101,767      | \$                       | -          | 1     | \$ 99,416    | Previously Library Org                         |
| Library                      | Custodian                                               | 3              | \$ 188,760      | \$                       | -          | 3     | \$ 184,401   | Previously Library Org                         |
| Library                      | Director of Children's Library Services                 | 1              | \$ 123,352      | \$                       | -          | 1     | \$ 120,308   | Previously Library Org                         |
| Library                      | Director of Library Information Services                | 1              | \$ 109,000      | \$                       | -          | 1     | \$ 103,606   | Previously Library Org                         |
| Library                      | Director of Library Technology                          | 1              | \$ 126,596      | \$                       | -          | 1     | \$ 123,477   | Previously Library Org                         |
| Library                      | Librarian                                               | 1              | \$ 88,408       | \$                       | -          | 1     | \$ 86,386    | Previously Library Org                         |
| Library                      | Library Assistant                                       | 8              | \$ 478,752      | \$                       | -          | 8     | \$ 474,500   | Previously Library Org                         |
| Library                      | Library Clerk                                           | 3              | \$ 171,015      | \$                       | -          | 3     | \$ 164,399   | Previously Library Org                         |
| Library                      | Reference Librarian                                     | 3              | \$ 425,512      | \$                       | -          | 3     | \$ 408,610   | Previously Library Org                         |
| Fair Rent & Human Relations  | Director of Fair Rent & Human Relations                 | 1              | \$ 92,848       | \$                       | 14,324     | 1     | \$ 105,038   | Previously Civil Rights/Fair Rent Investigator |
| Fair Rent & Human Relations  | Program Coordinator                                     | 1              | \$ 69,280       | \$                       | -          | 1     | \$ 67,580    | Previously Human Relations & Fair Rent         |
| Fair Rent & Human Relations  | Administrative Support II                               | 1              | \$ 62,836       | \$                       | -          | 1     | \$ 61,384    | Previously Human Relations & Fair Rent         |
| Human Services               | Director of Human Services                              | 0              | \$              | \$                       | 105,038    | 1     | \$ 105,038   | New Position                                   |
| Human Services               | Director of Youth Services                              | 1              | \$ 123,352      | \$                       | -          | 1     | \$ 117,142   | Previously Youth Services Org                  |
| Human Services               | NECC Coordinator                                        | 1              | \$ 67,157       | \$                       | 1,584      | 1     | \$ 68,721    | Previously Early Childhood in Mayor's Org      |
| Human Services               | JRS Assistant Coordinator                               | 1              | \$ 65,989       | \$                       | -          | 1     | \$ 61,384    | Previously Youth Services Org                  |
| Human Services               | Coordinator of Juvenile Justice and Prevention Programs | 1              | \$ 84,225       | \$                       | -          | 1     | \$ 78,555    | Previously Youth Services Org                  |
| Department Total             |                                                         | 52             | \$ 4,408,058    | \$ 4,235,745             | \$ 148,648 | 52    | \$ 4,376,293 |                                                |

City of Norwalk  
Phase II Reorganization  
Creation of Community Service Department



City of Norwalk  
 Reorganization Structure  
 Final Phase – Chief of Community Service





CITY OF NORWALK  
Office of the Mayor  
P: 203-854-7701 / F: 203-854-7939  
125 East Avenue, PO BOX 5125  
Norwalk, CT 06856-5125

**MEMORANDUM**

DATE: May 6, 2019

TO: The Members of the Board of Estimate & Taxation  
The Members of the Common Council

FROM: Harry Rilling, Mayor *Harry W. Rilling*

RE: Community Service Reorganization Approval and Special Appropriation

---

The Chief of Human Resources is requesting that the Board of Estimate and Taxation approve a special operating appropriation in the amount of \$140,648. This amount will fund three new job titles and functions for existing employees and add the newly created position of Director of Human Services.

The Director of Management & Budgets has provided additional financial details in the attached documents.

**ACTION REQUESTED:**

1. RESOLUTION, approve special operating appropriation in the amount of \$140,648 to fund the final phase of the City reorganization and establish the Community Service department.



# CITY OF NORWALK

LAW DEPARTMENT

CITY HALL  
125 EAST AVENUE, P.O. BOX 5125  
NORWALK, CONNECTICUT 06856-5125



TEL: (203) 854-7750  
FAX: (203) 854-7901

May 6, 2019

Norwalk Board of Estimate & Taxation  
Norwalk City Hall - 125 East Avenue  
Norwalk, Connecticut 06851

**Re: Special Capital Appropriation To Refund First Taxing District For Overpayments To City Per Bond Agreement And Approval To Refinance Bond Payments**

Dear Mr. Chairman and Board Members:

The City of Norwalk (the "City") and the First Taxing District (the "District") entered into a Loan Agreement and Security Agreement by and between the City and the District, dated December 1, 2010 (the "Agreement"), whereby the City agreed to make certain loans to the District, and the City further agreed to issue general obligation bonds to finance loans. To evidence such loans, the District gave the City the District Bond, dated December 20, 2010. The City made three loans to the District under the Agreement, and the City financed the loan that is the subject of this request to the District in the amount of \$4,585,000, at an interested rate of 3.43%. The intent of the deal was that the District would pay the City the same rate that the City was paying on the money it bonded. Therefore, when the deal was first entered into the City was paying 3.43% interest on the underlying bonds so that was the rate of interest that the District paid the City. Section 2.1 of the Agreement states that the interest rate on the loan "shall be equal to the interest rate of the Bonds which are issued to finance such loan." Attached hereto as **Exhibit 1** for your reference please find the initial Memorandums from the Mayor and Finance Director in 2010 describing the proposed transaction, along with the enclosed resolution for approval of the bonds.

In addition to the interest payments, the District paid all of the City's initial administrative costs of approximately \$70,000, which included work from outside bond counsel for both the City and District. The District also paid the City a \$320,500 administrative fee for processing the bonds for the District.

In September 2015 the City refinanced its bonds, which included the subject loan to the District. As a result of the City's bond refinancing in September 2015, the City's underlying bonds which financed the loan to the District had the interest rate reduced from 3.43% to 2.64%. On October 1, 2015, the District issued a written request to the City to revise interest payments to 2.64% in accordance with the new interest rate that the City was paying for its underlying bonds. The previous Finance Director and other City officials discussed the request

with the District back in 2016; however, a formal request to approve the District's request was never submitted to the BET and Council for approval. The District recently resubmitted its request and the Mayor and Council leadership have agreed to now move this request forward for approval. The Mayor and I have had multiple meetings with the District regarding this request and we both respectfully recommend your approval since the initial intent of the agreement between the City and District was not for the City to make a profit on the bonds that it issued to finance the loan to the District. Furthermore, the District already paid all of the costs associated with the underlying transaction, and the City even obtained an administrative fee of \$320,500 for processing the bond/loan on behalf of the District.

Please note that the District is requesting that since this proposal could have been approved back in late 2015 but was never brought forward that the City agree to retroactively apply the lower interest rate back to payments starting in October 2015. There are 44 monthly payments from October 2015 to May 2019. The total difference in overpaid interest (based on 2.64% instead of 3.43%) is \$93,798.58. Attached hereto for your reference as **Exhibit 2** is an amortization schedule (prepared by Angela Fogel, Director of Management and Budget) showing how the total credit was calculated.

Ms. Fogel suggested that the most practical manner to apply the credit would be to reduce the balance of the loan before the June 2019 payment by the \$93,798.58 amount of the previous overpayment so that the new loan balance starting with the June 2019 payment will be \$2,714,513.61, as shown on the amortization schedule which is attached hereto as **Exhibit 3**. As a result of the reduced loan balance and new interest rate of 2.64%, the monthly payments starting in June 2019 will be reduced as shown on **Exhibit 3**.

I respectfully request your approval for a special appropriation of \$93,798.58 to be applied as a credit (not a refund) to the District for future loan payments as shown on **Exhibit 3**. I further request your approval to reduce the interest rate of the subject loan from 3.43% to 2.64% as shown on **Exhibit 3**.

Please note that District's attorney, Frank Murphy, will be attending your meeting to provide a brief presentation and to answer any questions. Please do not hesitate to contact me if you have any questions or if I could provide you with any further information. Thank you for your consideration of this proposal.

Very truly yours,



Mario F. Coppola  
Corporation Counsel

Enclosures

CC: Hon. Mayor Harry Rilling  
Angela Fogel, Director of Management & Budget  
Henry Dachowitz, Finance Director  
Chitsamay Lam, Comptroller

# **EXHIBIT 1**

OFFICE OF THE MAYOR

RICHARD A. MOCCIA

MEMORANDUM

Date: September 2, 2010

To: Members of the Planning Commission  
Members of the Board of Estimate and Taxation  
Members of the Common Council

From: Richard Moccia, Mayor

Re: Special Capital Appropriation – First District Water Department

As explained in the attached back up material, we have received a request for an \$8,585,000 special capital appropriation from the First Taxing District Water Department, so that the District can finance a portion of their planned capital improvements program through the City. This will allow the District to realize lower interest costs on this transaction than would be possible if they were to finance this on their own and to pass those savings on to the ratepayers of the First District Water Department.

All costs associated with this transaction will be paid by the First District Water Department, including principal, interest, cost of issuance, and an annual administrative fee payable to the City while bonds are outstanding. The City is structuring the loan agreement between the City and the District to incorporate several levels of security, including a requirement that the District fund a debt service reserve fund, and establish a mechanism to intercept District revenues to ensure that bond holders are repaid.

I recommend approval of this special appropriation and bond resolution.



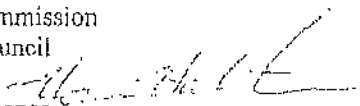
DEPARTMENT OF FINANCE

OFFICE OF THE DIRECTOR

MEMORANDUM

DATE: September 2, 2010

TO: Richard A. Moccia, Mayor  
The Members of the Board of Estimate and Taxation  
The Members of the Planning Commission  
The Members of the Common Council

FROM: Thomas Hamilton, Director of Finance 

RE: Proposed Authorization to Issue Bonds on Behalf of the First Taxing District

Attached is a special capital appropriation and bond resolution in the amount of \$8,585,000. The purpose of this resolution is to permit the First Taxing District to "piggyback" on the City's favorable bond rating and to allow the First Taxing District and their rate-payers to realize interest savings on borrowings that the District plans to undertake in order to finance capital improvements to infrastructure owned and operated by the First District.

While the First District has the legal authority to issue their own bonds, in practice they have generally financed capital improvements from operating cash, and have not exercised this bonding authority. Until recently, this was workable because the District's capital needs were rather modest. However, the District now has capital needs projected over the next five years to cost \$18,755,000, including a mandate to fund safety repairs to two dams, replace undersized water mains, and improve fire flows. A summary schedule of the District's five-year capital plan is attached. The District is seeking to issue debt to cover \$8,585,000 of this amount, and will finance the remaining portion incrementally from annual operating revenues of the District.

The First District is currently not rated by the major rating agencies, and the expense associated with bringing an inaugural issue to market would be considerable, and the interest rate they would likely achieve in the market would be higher than the rate the City enjoys, because they are not a well-known issuer like the City. The District has requested, therefore, that the City allow the District to "piggyback" on the City for purposes of this financing. The District would be responsible for repaying all principal and interest to the City. In the past, the City has allowed the Sixth Taxing District to do essentially the same thing, albeit the amounts of money involved have been considerably less (the most recent such example was last year, when the Sixth District financed a \$300,000 fire truck through the City). In addition, the City has allowed the Oak Hills Park Authority to make use of the City's bonding capacity for their capital projects.

While the primary beneficiary of this transaction is the First Taxing District, there are some reasons that the City should consider entertaining it. First, our taxpayers and the First Taxing District's water customers are largely one and the same. If the First District borrows the funds

on their own and incurs higher interest costs as a result, it is Norwalk's citizens and property owners who will bear the burden of the higher interest costs in their water bills. By agreeing to this transaction, the City will be helping the District keep water rates lower than would otherwise be the case for customers of the First District Water Department.

Furthermore, the largest of these capital projects (dam rehabilitation to meet safety requirements) serves to protect downstream property, much of which lies in Norwalk. And, of course, the funds that will be used to improve fire flows also has a direct bearing on the City Fire Department's capability to deliver fire suppression services and protect public safety.

Prior to the issuance of any notes or bonds, the resolution requires that a loan agreement between the City and the First District be executed. This loan agreement will provide that the District pledge its full faith and credit to secure the loan, and it will further require that a lien be established on revenues of the District to secure repayment. The First District will be required to establish a debt service reserve fund equal to one year of principal and interest, and establish a mechanism to intercept revenues to ensure that this debt service reserve fund remains fully funded. The debt service reserve fund will be held by a third party custodian bank, and the intercept mechanism will also be administered by a third party bank. With these security features in place, the likelihood of a default by the District is remote.

In addition, the City and the District have agreed that the District will not only pay principal, interest, and cost of issuance on this obligation, but they will also pay to the City an annual administrative fee equal to 35 basis points on the balance of any debt outstanding. Over the twenty-year life of the bond issue, this fee is projected to generate approximately \$300,000 of revenue for the City. The City's financial advisors have reviewed this transaction and have advised us that they do not believe that entering into this transaction will have a negative impact on the City's bond rating or debt capacity. While \$8.5 million is not a trivial amount of money, it is not enough to materially alter any of the debt ratio metrics used by rating analysts. Moreover, if the First District were to issue stand-alone debt, this would be considered "overlapping" debt of the City anyway.

Attached is a resolution, prepared by City bond counsel, appropriating \$8,585,000 for capital projects of the First Taxing District and authorizing the issuance of City bonds to meet this appropriation. These obligations will represent general obligations of the City, but I am confident that the City will not be called upon to assume payment of the obligations. I believe that the benefit to the customers of the First District Water Department—who are primarily Norwalk residents and businesses—outweighs any remote risk that the transaction could theoretically pose to the City, and the administrative fee we will be charging adequately compensates the City for that risk.

Cc: Dominick DiGangi, General Manager, First District Water Department  
S. Frank D'Ercole, Robinson & Cole



DEPARTMENT OF FINANCE  
OFFICE OF THE DIRECTOR

DATE: October 8, 2010

TO: The Members of the Finance Committee

FROM: Thomas Hamilton, Director of Finance

RE: Update on Bond Resolution and Loan Agreement with First District

At the last Finance Committee meeting, we presented a Special Capital appropriation, bond resolution and draft loan agreement between the City of Norwalk and the First District Water Department. The purpose of these documents is to permit the First District Water Department to "piggyback" on the City's favorable bond rating, so that they can finance necessary capital improvements to their infrastructure at the lowest possible interest rates. This will allow the District to save interest expense, and pass those savings onto their water customers, most of whom are residents and taxpayers of the City of Norwalk.

The item was tabled at the last meeting, because the City and the District had not yet completed negotiations on all aspects of the security pledge that the District would be making under the loan agreement. These negotiations have now been completed, and a revised loan agreement is attached. The City was represented by City bond counsel, Robinson and Cole, in these negotiations. The loan agreement provides the City with a variety of elements to secure the repayment of this obligation of the First District. Among the important security features included in this agreement are the following:

- The First District is pledging its full faith and credit to the repayment of this obligation with the District granting the City a continuing first priority security interest in all of the Gross Revenues of the District;
- The District is required to fund a Debt Service Reserve Fund equal to one year of principal and interest. The Debt Service Reserve Fund will be established, held, and maintained by the City;
- The District is required to make monthly payments into a Debt Service Fund established and held by the City. These monthly payments will be based on 1/12 of the principal next due on the loan, and 1/6 of the interest next due (the loan is structured with an annual principal payment, and biannual interest payments).
- The District is required to enter into a "Control Agreement" with their bank or any subsequent bank into which they deposit their Gross Receipts. In the event of a default under the loan agreement, this Control Agreement gives the City the right to intercept the Gross Receipts of the District to cure an event of default.

In addition, the loan agreement provides that the City will charge the District an annual administrative fee equal to 35 basis points on the outstanding loan balance. The District will pay for any fees or expenses related to issuance of the bond and loan agreement, and a proportionate share of the cost of issuance incurred by the City.

I believe that the City is well protected by this loan agreement, and I am satisfied that approving this Special Capital Appropriation and bond resolution is in the best interest of the taxpayers of the City of Norwalk.

Cc: Richard A. Moccia, Mayor  
Dominick DiGangi, First District Water Department



# ROBINSON & COLE LLP

S. FRANK D'ERCOLE

280 Trumbull Street  
Hartford, CT 06103-3597  
Main (860) 275-8200  
Fax (860) 275-8299  
sdercole@rc.com  
(860) 275-8246

VIA E-MAIL

September 2, 2010

Mr. Thomas S. Hamilton  
Director of Finance  
City of Norwalk  
125 East Avenue  
Norwalk, CT 06856

Re: Resolution Appropriating \$8,565,000 For Capital Projects Of The First Taxing District And Authorizing The Issuance Of \$8,565,000 Bonds Of The City To Meet Said Appropriation And Pending The Issuance Thereof The Making Of Temporary Borrowings For Such Purpose

Dear Tom:

Enclosed please find the captioned resolution to be adopted by the Board of Estimate and Taxation and the Common Council, including a set of proceedings with respect to its adoption.

By copy of this letter to the City Clerk, I am requesting that we receive two complete copies of the proceedings as they appear in the City Record Books.

If you have any questions, please do not hesitate to call me.



Law Offices

BOSTON

PROVIDENCE

HARTFORD

NEW LONDON

STAMFORD

WHITE PLAINS

NEW YORK CITY

ALBANY

SARASOTA

WWW.RC.COM

Very truly yours,

S. Frank D'Ercole

SFD/sk

Enclosures

cc: Honorable Richard Moccia, Mayor  
Frederic J. Gilden, Comptroller  
Robert Maslan, Corporation Counsel  
Ellen G. Wink, City Clerk  
Susan Kreutzer

10116239-VI

RESOLUTION APPROPRIATING \$8,585,000 FOR CAPITAL  
PROJECTS OF THE FIRST TAXING DISTRICT AND  
AUTHORIZING THE ISSUANCE OF \$8,585,000 BONDS OF  
THE CITY TO MEET SAID APPROPRIATION AND PENDING  
THE ISSUANCE THEREOF THE MAKING OF TEMPORARY  
BORROWINGS FOR SUCH PURPOSE

RESOLVED:

Section 1. The sum of \$8,585,000 is appropriated for the financing of certain capital projects of the First Taxing District (the "District") approved by the District for the fiscal years ending June 30, 2011 and June 30, 2012, including rehabilitation of Browns Dam and Grupes Dam, transmission and water main improvements, and related water department improvements, as set forth in the District's Capital Improvement Plan and for administrative, printing, legal and financing costs related thereto.

Section 2. To meet said appropriation \$8,585,000 bonds of the City or so much thereof as shall be necessary for such purpose are authorized to be issued in one or more series as determined by the Mayor and the Director of Finance, 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, printing and legal costs of issuing the bonds. The bonds shall be in the denomination of \$5,000 or a whole multiple thereof, mature not later than the twentieth year after their date, 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, City Clerk and Director of Finance, bear the City seal or a facsimile thereof, be payable at a bank or trust company, be certified by a bank or trust company, which bank or trust company may also be designated the registrar and transfer agent, and be approved as to their legality by nationally recognized bond counsel. 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 interest thereon. The aggregate principal amount of each series of bonds to be issued, the annual installments of principal, redemption provisions, if any, the certifying, registrar and transfer agent and paying agent, the date, time of issue and sale and other terms, details and particulars of such bonds including approval of the rate or rates of interest payable thereon shall be determined by the Common Council, or such other persons as the Council shall designate, in accordance with the General Statutes of the State of Connecticut, as amended. Prior to the issuance of any notes or bonds under this resolution, the District and the City shall enter into a loan agreement (and security agreement) (the "Agreement") for the payment of the principal of and interest on such notes or bonds including any administrative and related fees and costs of issuance payable to the City. The District's Agreement shall be secured by the full faith and credit of the District and a lien on certain revenues of the District, including, without limitation, water service charges and fire service charges. The Mayor and the Director of Finance are hereby

authorized to execute and deliver on behalf of the City, the Agreement and other related documents and their signatures thereon shall evidence their approval of the Agreement and any other related documents.

Section 3. Said bonds shall be sold by the Mayor in a competitive offering or by negotiation, in his 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. A notice of sale or a summary thereof describing the bonds and setting forth the terms and conditions of the sale shall be published at least five days in advance of the sale in a recognized publication carrying municipal bond notices and devoted primarily to financial news and the subject of state and municipal bonds. If the bonds are sold by negotiation, the purchase agreement shall be subject to the approval of the Common Council, or such other persons as the Council shall designate.

Section 4. Subject to the requirements of this resolution, the Mayor and Director of Finance are authorized to make temporary borrowings in anticipation of the receipt of the proceeds of said bonds. Notes evidencing such borrowings shall be signed by the Mayor and Director of Finance, have the seal of the City affixed, be payable at a bank or trust company designated by the Director of Finance, be approved as to their legality by Robinson & Cole LLP, Attorneys-at-Law, of Hartford, and be certified by a bank or trust company designated by the Director of Finance pursuant to Section 7-373 of the General Statutes of Connecticut, as amended. They shall be issued with maturity dates which comply with the provisions of the 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 project described in Section 1. 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 5. The City hereby expresses its official intent pursuant to §1.150-2 of the Federal Income Tax Regulations, Title 26 (the "Regulations"), to reimburse expenditures paid sixty days prior to and anytime after the date of passage of this resolution in the maximum amount and for the project described in Section 1 with the proceeds of bonds or notes authorized to be issued by this resolution. The bonds or notes 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 project, 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 Director of Finance or his designee is authorized to pay project expenses in accordance herewith pending the issuance of the bonds or notes.

Section 6. The Mayor and Director of Finance are hereby authorized, on behalf of the City, to enter into agreements or otherwise covenant for the benefit of bondholders to provide

information on an annual or other periodic basis to nationally recognized municipal securities information repositories or state based information repositories (the "Repositories") and to provide notices to the Repositories 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 Repositories made prior hereto are hereby confirmed, ratified and approved.

Section 7. (a) The City hereby establishes a program (the "Program") of originating or acquiring program loans pursuant to Chapter 98 of the General Statutes of Connecticut, Revision of 1958, as amended, for the purpose of making "program investments" (as defined in Section 1.148-1 of the Regulations) ("Program Loans") for governmental purposes, including loans to the District for the governmental purposes described in Section 1 above;

(b) At least ninety-five percent (95%) of the proceeds of the Program Loans or the cost of acquiring Program Loans represents one or more loans to: (i) a substantial number of persons representing the general public; (ii) States or political subdivisions; (iii) organizations exempt from taxation under Section 501(c)(3) of the Code; (iv) persons who provide housing and related facilities; or (v) any combination of (i), (ii), (iii) or (iv) of this subsection;

(c) At least ninety-five percent (95%) of the receipts from the Program Loans are used to pay principal, interest or redemption prices on bonds that finance the Program ("Program Bonds"), to pay or reimburse administrative costs of Program Bonds or the Program, to pay or reimburse anticipated future losses directly related to the Program, to finance additional Program Loans, or to redeem or retire governmental obligations at the next earliest possible date of redemption;

(d) Contracts, instruments and other documents executed in connection with a Program Loan prohibit the District, and any "related party" (as defined in the Treasury Regulations) to the District, from purchasing Program Bonds in an amount related to the District's Program Loan; and

(e) The City shall not waive its right to treat a Program Loan as a "program investment" under the Regulations unless so indicated in writing in the Tax Regulatory Agreement or other certificate of the City regarding the tax aspects of issuing a Program Bond.

Section 8. This resolution shall take effect upon its approval by the Common Council.

# **EXHIBIT 2**

September 23, 2015 Bond Refunding Credit Calculation  
FIRST DISTRICT DEBT SERVICE SEPTEMBER 16, 2011 ISSUE

loan 3,648,896 Balance as of Beginning of Period 10/20/2015  
periods 191 Months remaining after 10/20/2015  
rate 2.64% Refunded Bond rate

|                                                                                 |           |
|---------------------------------------------------------------------------------|-----------|
| Rate on 15.9 Year Bonds August 16, 2011 (191 remaining periods after 9/20/2015) | 2.64%     |
| Balance as of 10/20/2015                                                        | 3,648,896 |

| Period | Payment Date | Principal   | Interest | Payment     | Loan | Balance        | Credit     |
|--------|--------------|-------------|----------|-------------|------|----------------|------------|
|        |              |             |          |             |      | 3,648,896      |            |
| 1      | 10/20/2015   | \$19,104.17 | 8,027.57 | \$27,131.74 |      | \$3,629,791.50 | (2,402.19) |
| 2      | 11/20/2015   | \$19,104.17 | 7,985.54 | \$27,089.71 |      | \$3,610,687.33 | (2,389.61) |
| 3      | 12/20/2015   | \$19,104.17 | 7,943.51 | \$27,047.68 |      | \$3,591,583.16 | (2,377.04) |
| 4      | 1/20/2016    | \$19,104.17 | 7,901.48 | \$27,005.65 |      | \$3,572,478.99 | (2,364.46) |
| 5      | 2/20/2016    | \$19,104.17 | 7,859.45 | \$26,963.62 |      | \$3,553,374.82 | (2,351.89) |
| 6      | 3/20/2016    | \$19,104.17 | 7,817.42 | \$26,921.59 |      | \$3,534,270.65 | (2,339.31) |
| 7      | 4/20/2016    | \$19,104.17 | 7,775.40 | \$26,879.57 |      | \$3,515,166.48 | (2,326.72) |
| 8      | 5/20/2016    | \$19,104.17 | 7,733.37 | \$26,837.54 |      | \$3,496,062.31 | (2,314.15) |
| 9      | 6/20/2016    | \$19,104.17 | 7,691.34 | \$26,795.51 |      | \$3,476,958.14 | (2,301.57) |
| 10     | 7/20/2016    | \$19,104.17 | 7,649.31 | \$26,753.48 |      | \$3,457,853.97 | (2,289.00) |
| 11     | 8/20/2016    | \$19,104.17 | 7,607.28 | \$26,711.45 |      | \$3,438,749.80 | (2,276.42) |
| 12     | 9/20/2016    | \$19,104.17 | 7,565.25 | \$26,669.42 |      | \$3,419,645.63 | (2,263.84) |
| 13     | 10/20/2016   | \$19,104.17 | 7,523.22 | \$26,627.39 |      | \$3,400,541.46 | (2,251.27) |
| 14     | 11/20/2016   | \$19,104.17 | 7,481.19 | \$26,585.36 |      | \$3,381,437.29 | (2,238.69) |
| 15     | 12/20/2016   | \$19,104.17 | 7,439.16 | \$26,543.33 |      | \$3,362,333.12 | (2,226.11) |
| 16     | 1/20/2017    | \$19,104.17 | 7,397.13 | \$26,501.30 |      | \$3,343,228.95 | (2,213.54) |
| 17     | 2/20/2017    | \$19,104.17 | 7,355.10 | \$26,459.27 |      | \$3,324,124.78 | (2,200.96) |
| 18     | 3/20/2017    | \$19,104.17 | 7,313.07 | \$26,417.24 |      | \$3,305,020.61 | (2,188.39) |
| 19     | 4/20/2017    | \$19,104.17 | 7,271.05 | \$26,375.22 |      | \$3,285,916.44 | (2,175.80) |
| 20     | 5/20/2017    | \$19,104.17 | 7,229.02 | \$26,333.19 |      | \$3,266,812.27 | (2,163.22) |
| 21     | 6/20/2017    | \$19,104.17 | 7,186.99 | \$26,291.16 |      | \$3,247,708.10 | (2,150.65) |
| 22     | 7/20/2017    | \$19,104.17 | 7,144.96 | \$26,249.13 |      | \$3,228,603.93 | (2,138.07) |
| 23     | 8/20/2017    | \$19,104.17 | 7,102.93 | \$26,207.10 |      | \$3,209,499.76 | (2,125.50) |
| 24     | 9/20/2017    | \$19,104.17 | 7,060.90 | \$26,165.07 |      | \$3,190,395.59 | (2,112.92) |
| 25     | 10/20/2017   | \$19,104.17 | 7,018.87 | \$26,123.04 |      | \$3,171,291.42 | (2,100.34) |
| 26     | 11/20/2017   | \$19,104.17 | 6,976.84 | \$26,081.01 |      | \$3,152,187.25 | (2,087.77) |
| 27     | 12/20/2017   | \$19,104.17 | 6,934.81 | \$26,038.98 |      | \$3,133,083.08 | (2,075.19) |
| 28     | 1/20/2018    | \$19,104.17 | 6,892.78 | \$25,996.95 |      | \$3,113,978.91 | (2,062.62) |
| 29     | 2/20/2018    | \$19,104.17 | 6,850.75 | \$25,954.92 |      | \$3,094,874.74 | (2,050.04) |
| 30     | 3/20/2018    | \$19,104.17 | 6,808.72 | \$25,912.89 |      | \$3,075,770.57 | (2,037.46) |
| 31     | 4/20/2018    | \$19,104.17 | 6,766.70 | \$25,870.87 |      | \$3,056,666.40 | (2,024.88) |
| 32     | 5/20/2018    | \$19,104.17 | 6,724.67 | \$25,828.84 |      | \$3,037,562.23 | (2,012.30) |
| 33     | 6/20/2018    | \$19,104.17 | 6,682.64 | \$25,786.81 |      | \$3,018,458.06 | (1,999.73) |
| 34     | 7/20/2018    | \$19,104.17 | 6,640.61 | \$25,744.78 |      | \$2,999,353.89 | (1,987.15) |
| 35     | 8/20/2018    | \$19,104.17 | 6,598.58 | \$25,702.75 |      | \$2,980,249.72 | (1,974.57) |
| 36     | 9/20/2018    | \$19,104.17 | 6,556.55 | \$25,660.72 |      | \$2,961,145.55 | (1,962.00) |
| 37     | 10/20/2018   | \$19,104.17 | 6,514.52 | \$25,618.69 |      | \$2,942,041.38 | (1,949.42) |
| 38     | 11/20/2018   | \$19,104.17 | 6,472.49 | \$25,576.66 |      | \$2,922,937.21 | (1,936.84) |
| 39     | 12/20/2018   | \$19,104.17 | 6,430.46 | \$25,534.63 |      | \$2,903,833.04 | (1,924.27) |
| 40     | 1/20/2019    | \$19,104.17 | 6,388.43 | \$25,492.60 |      | \$2,884,728.87 | (1,911.69) |
| 41     | 2/20/2019    | \$19,104.17 | 6,346.40 | \$25,450.57 |      | \$2,865,624.70 | (1,899.12) |

September 23, 2015 Bond Refunding Credit Calculation  
FIRST DISTRICT DEBT SERVICE SEPTEMBER 16, 2011 ISSUE

loan 3,648,896 Balance as of Beginning of Period 10/20/2015  
periods 191 Months remaining after 10/20/2015  
rate 2.64% Refunded Bond rate

|                                                                               |           |
|-------------------------------------------------------------------------------|-----------|
| Rate on 15 Year Bonds August 16, 2011 (191 remaining periods after 9/20/2015) | 2.64%     |
| Balance as of 10/20/2015                                                      | 3,648,896 |

| Period | Payment Date | Principal   | Interest | Payment     | Loan | Balance        | Credit     |
|--------|--------------|-------------|----------|-------------|------|----------------|------------|
|        |              |             |          |             |      | 3,648,896      |            |
| 42     | 3/20/2019    | \$19,104.17 | 6,304.37 | \$25,408.54 |      | \$2,846,520.53 | (1,886.54) |
| 43     | 4/20/2019    | \$19,104.17 | 6,262.35 | \$25,366.52 |      | \$2,827,416.36 | (1,873.95) |
| 44     | 5/20/2019    | \$19,104.17 | 6,220.32 | \$25,324.49 |      | \$2,808,312.19 | (1,861.38) |
| 45     | 6/20/2019    | \$19,104.17 | 6,178.29 | \$25,282.46 |      | \$2,789,208.02 |            |
| 46     | 7/20/2019    | \$19,104.17 | 6,136.26 | \$25,240.43 |      | \$2,770,103.85 |            |
| 47     | 8/20/2019    | \$19,104.17 | 6,094.23 | \$25,198.40 |      | \$2,750,999.68 |            |
| 48     | 9/20/2019    | \$19,104.17 | 6,052.20 | \$25,156.37 |      | \$2,731,895.51 |            |
| 49     | 10/20/2019   | \$19,104.17 | 6,010.17 | \$25,114.34 |      | \$2,712,791.34 |            |
| 50     | 11/20/2019   | \$19,104.17 | 5,968.14 | \$25,072.31 |      | \$2,693,687.17 |            |
| 51     | 12/20/2019   | \$19,104.17 | 5,926.11 | \$25,030.28 |      | \$2,674,583.00 |            |
| 52     | 1/20/2020    | \$19,104.17 | 5,884.08 | \$24,988.25 |      | \$2,655,478.83 |            |
| 53     | 2/20/2020    | \$19,104.17 | 5,842.05 | \$24,946.22 |      | \$2,636,374.66 |            |
| 54     | 3/20/2020    | \$19,104.17 | 5,800.02 | \$24,904.19 |      | \$2,617,270.49 |            |
| 55     | 4/20/2020    | \$19,104.17 | 5,758.00 | \$24,862.17 |      | \$2,598,166.32 |            |
| 56     | 5/20/2020    | \$19,104.17 | 5,715.97 | \$24,820.14 |      | \$2,579,062.15 |            |
| 57     | 6/20/2020    | \$19,104.17 | 5,673.94 | \$24,778.11 |      | \$2,559,957.98 |            |
| 58     | 7/20/2020    | \$19,104.17 | 5,631.91 | \$24,736.08 |      | \$2,540,853.81 |            |
| 59     | 8/20/2020    | \$19,104.17 | 5,589.88 | \$24,694.05 |      | \$2,521,749.64 |            |
| 60     | 9/20/2020    | \$19,104.17 | 5,547.85 | \$24,652.02 |      | \$2,502,645.47 |            |
| 61     | 10/20/2020   | \$19,104.17 | 5,505.82 | \$24,609.99 |      | \$2,483,541.30 |            |
| 62     | 11/20/2020   | \$19,104.17 | 5,463.79 | \$24,567.96 |      | \$2,464,437.13 |            |
| 63     | 12/20/2020   | \$19,104.17 | 5,421.76 | \$24,525.93 |      | \$2,445,332.96 |            |
| 64     | 1/20/2021    | \$19,104.17 | 5,379.73 | \$24,483.90 |      | \$2,426,228.79 |            |
| 65     | 2/20/2021    | \$19,104.17 | 5,337.70 | \$24,441.87 |      | \$2,407,124.62 |            |
| 66     | 3/20/2021    | \$19,104.17 | 5,295.67 | \$24,399.84 |      | \$2,388,020.45 |            |
| 67     | 4/20/2021    | \$19,104.17 | 5,253.64 | \$24,357.81 |      | \$2,368,916.28 |            |
| 68     | 5/20/2021    | \$19,104.17 | 5,211.62 | \$24,315.79 |      | \$2,349,812.11 |            |
| 69     | 6/20/2021    | \$19,104.17 | 5,169.59 | \$24,273.76 |      | \$2,330,707.94 |            |
| 70     | 7/20/2021    | \$19,104.17 | 5,127.56 | \$24,231.73 |      | \$2,311,603.77 |            |
| 71     | 8/20/2021    | \$19,104.17 | 5,085.53 | \$24,189.70 |      | \$2,292,499.60 |            |
| 72     | 9/20/2021    | \$19,104.17 | 5,043.50 | \$24,147.67 |      | \$2,273,395.43 |            |
| 73     | 10/20/2021   | \$19,104.17 | 5,001.47 | \$24,105.64 |      | \$2,254,291.26 |            |
| 74     | 11/20/2021   | \$19,104.17 | 4,959.44 | \$24,063.61 |      | \$2,235,187.09 |            |
| 75     | 12/20/2021   | \$19,104.17 | 4,917.41 | \$24,021.58 |      | \$2,216,082.92 |            |
| 76     | 1/20/2022    | \$19,104.17 | 4,875.38 | \$23,979.55 |      | \$2,196,978.75 |            |
| 77     | 2/20/2022    | \$19,104.17 | 4,833.35 | \$23,937.52 |      | \$2,177,874.58 |            |
| 78     | 3/20/2022    | \$19,104.17 | 4,791.32 | \$23,895.49 |      | \$2,158,770.41 |            |
| 79     | 4/20/2022    | \$19,104.17 | 4,749.29 | \$23,853.46 |      | \$2,139,666.24 |            |
| 80     | 5/20/2022    | \$19,104.17 | 4,707.27 | \$23,811.44 |      | \$2,120,562.07 |            |
| 81     | 6/20/2022    | \$19,104.17 | 4,665.24 | \$23,769.41 |      | \$2,101,457.90 |            |
| 82     | 7/20/2022    | \$19,104.17 | 4,623.21 | \$23,727.38 |      | \$2,082,353.73 |            |

September 23, 2015 Bond Refunding Credit Calculation  
FIRST DISTRICT DEBT SERVICE SEPTEMBER 16, 2011 ISSUE

Loan 3,648,896 Balance as of Beginning of Period 10/20/2015  
periods 191 Months remaining after 10/20/2015  
rate 2.64% Refunded Bond rate

|                                                                               |           |
|-------------------------------------------------------------------------------|-----------|
| Rate on 15 Year Bonds August 16, 2011 (191 remaining periods after 9/20/2015) | 2.64%     |
| Balance as of 10/20/2015                                                      | 3,648,896 |

|        |              |             |          |             | Balance | Credit         |
|--------|--------------|-------------|----------|-------------|---------|----------------|
| Period | Payment Date | Principal   | Interest | Payment     | Loan    | 3,648,896      |
| 83     | 8/20/2022    | \$19,104.17 | 4,581.18 | \$23,685.35 |         | \$2,063,249.56 |
| 84     | 9/20/2022    | \$19,104.17 | 4,539.15 | \$23,643.32 |         | \$2,044,145.39 |
| 85     | 10/20/2022   | \$19,104.17 | 4,497.12 | \$23,601.29 |         | \$2,025,041.22 |
| 86     | 11/20/2022   | \$19,104.17 | 4,455.09 | \$23,559.26 |         | \$2,005,937.05 |
| 87     | 12/20/2022   | \$19,104.17 | 4,413.06 | \$23,517.23 |         | \$1,986,832.88 |
| 88     | 1/20/2023    | \$19,104.17 | 4,371.03 | \$23,475.20 |         | \$1,967,728.71 |
| 89     | 2/20/2023    | \$19,104.17 | 4,329.00 | \$23,433.17 |         | \$1,948,624.54 |
| 90     | 3/20/2023    | \$19,104.17 | 4,286.97 | \$23,391.14 |         | \$1,929,520.37 |
| 91     | 4/20/2023    | \$19,104.17 | 4,244.94 | \$23,349.11 |         | \$1,910,416.20 |
| 92     | 5/20/2023    | \$19,104.17 | 4,202.92 | \$23,307.09 |         | \$1,891,312.03 |
| 93     | 6/20/2023    | \$19,104.17 | 4,160.89 | \$23,265.06 |         | \$1,872,207.86 |
| 94     | 7/20/2023    | \$19,104.17 | 4,118.86 | \$23,223.03 |         | \$1,853,103.69 |
| 95     | 8/20/2023    | \$19,104.17 | 4,076.83 | \$23,181.00 |         | \$1,833,999.52 |
| 96     | 9/20/2023    | \$19,104.17 | 4,034.80 | \$23,138.97 |         | \$1,814,895.35 |
| 97     | 10/20/2023   | \$19,104.17 | 3,992.77 | \$23,096.94 |         | \$1,795,791.18 |
| 98     | 11/20/2023   | \$19,104.17 | 3,950.74 | \$23,054.91 |         | \$1,776,687.01 |
| 99     | 12/20/2023   | \$19,104.17 | 3,908.71 | \$23,012.88 |         | \$1,757,582.84 |
| 100    | 1/20/2024    | \$19,104.17 | 3,866.68 | \$22,970.85 |         | \$1,738,478.67 |
| 101    | 2/20/2024    | \$19,104.17 | 3,824.65 | \$22,928.82 |         | \$1,719,374.50 |
| 102    | 3/20/2024    | \$19,104.17 | 3,782.62 | \$22,886.79 |         | \$1,700,270.33 |
| 103    | 4/20/2024    | \$19,104.17 | 3,740.59 | \$22,844.76 |         | \$1,681,166.16 |
| 104    | 5/20/2024    | \$19,104.17 | 3,698.57 | \$22,802.74 |         | \$1,662,061.99 |
| 105    | 6/20/2024    | \$19,104.17 | 3,656.54 | \$22,760.71 |         | \$1,642,957.82 |
| 106    | 7/20/2024    | \$19,104.17 | 3,614.51 | \$22,718.68 |         | \$1,623,853.65 |
| 107    | 8/20/2024    | \$19,104.17 | 3,572.48 | \$22,676.65 |         | \$1,604,749.48 |
| 108    | 9/20/2024    | \$19,104.17 | 3,530.45 | \$22,634.62 |         | \$1,585,645.31 |
| 109    | 10/20/2024   | \$19,104.17 | 3,488.42 | \$22,592.59 |         | \$1,566,541.14 |
| 110    | 11/20/2024   | \$19,104.17 | 3,446.39 | \$22,550.56 |         | \$1,547,436.97 |
| 111    | 12/20/2024   | \$19,104.17 | 3,404.36 | \$22,508.53 |         | \$1,528,332.80 |
| 112    | 1/20/2025    | \$19,104.17 | 3,362.33 | \$22,466.50 |         | \$1,509,228.63 |
| 113    | 2/20/2025    | \$19,104.17 | 3,320.30 | \$22,424.47 |         | \$1,490,124.46 |
| 114    | 3/20/2025    | \$19,104.17 | 3,278.27 | \$22,382.44 |         | \$1,471,020.29 |
| 115    | 4/20/2025    | \$19,104.17 | 3,236.24 | \$22,340.41 |         | \$1,451,916.12 |
| 116    | 5/20/2025    | \$19,104.17 | 3,194.22 | \$22,298.39 |         | \$1,432,811.95 |
| 117    | 6/20/2025    | \$19,104.17 | 3,152.19 | \$22,256.36 |         | \$1,413,707.78 |
| 118    | 7/20/2025    | \$19,104.17 | 3,110.16 | \$22,214.33 |         | \$1,394,603.61 |
| 119    | 8/20/2025    | \$19,104.17 | 3,068.13 | \$22,172.30 |         | \$1,375,499.44 |
| 120    | 9/20/2025    | \$19,104.17 | 3,026.10 | \$22,130.27 |         | \$1,356,395.27 |
| 121    | 10/20/2025   | \$19,104.17 | 2,984.07 | \$22,088.24 |         | \$1,337,291.10 |
| 122    | 11/20/2025   | \$19,104.17 | 2,942.04 | \$22,046.21 |         | \$1,318,186.93 |
| 123    | 12/20/2025   | \$19,104.17 | 2,900.01 | \$22,004.18 |         | \$1,299,082.76 |



September 23, 2015 Bond Refunding Credit Calculation  
FIRST DISTRICT DEBT SERVICE SEPTEMBER 16, 2011 ISSUE

loan 3,648,896 Balance as of Beginning of Period 10/20/2015  
periods 191 Months remaining after 10/20/2015  
rate 2.64% Refunded Bond rate

|                                                                                 |           |
|---------------------------------------------------------------------------------|-----------|
| Rate on 15.9 Year Bonds August 16, 2011 (191 remaining periods after 9/20/2015) | 2.64%     |
| Balance as of 10/20/2015                                                        | 3,648,896 |

| Period | Payment Date | Principal   | Interest | Payment     | Loan | Balance        | Credit |
|--------|--------------|-------------|----------|-------------|------|----------------|--------|
|        |              |             |          |             |      | 3,648,896      |        |
| 124    | 1/20/2026    | \$19,104.17 | 2,857.98 | \$21,962.15 |      | \$1,279,978.59 |        |
| 125    | 2/20/2026    | \$19,104.17 | 2,815.95 | \$21,920.12 |      | \$1,260,874.42 |        |
| 126    | 3/20/2026    | \$19,104.17 | 2,773.92 | \$21,878.09 |      | \$1,241,770.25 |        |
| 127    | 4/20/2026    | \$19,104.17 | 2,731.89 | \$21,836.06 |      | \$1,222,666.08 |        |
| 128    | 5/20/2026    | \$19,104.17 | 2,689.87 | \$21,794.04 |      | \$1,203,561.91 |        |
| 129    | 6/20/2026    | \$19,104.17 | 2,647.84 | \$21,752.01 |      | \$1,184,457.74 |        |
| 130    | 7/20/2026    | \$19,104.17 | 2,605.81 | \$21,709.98 |      | \$1,165,353.57 |        |
| 131    | 8/20/2026    | \$19,104.17 | 2,563.78 | \$21,667.95 |      | \$1,146,249.40 |        |
| 132    | 9/20/2026    | \$19,104.17 | 2,521.75 | \$21,625.92 |      | \$1,127,145.23 |        |
| 133    | 10/20/2026   | \$19,104.17 | 2,479.72 | \$21,583.89 |      | \$1,108,041.06 |        |
| 134    | 11/20/2026   | \$19,104.17 | 2,437.69 | \$21,541.86 |      | \$1,088,936.89 |        |
| 135    | 12/20/2026   | \$19,104.17 | 2,395.66 | \$21,499.83 |      | \$1,069,832.72 |        |
| 136    | 1/20/2027    | \$19,104.17 | 2,353.63 | \$21,457.80 |      | \$1,050,728.55 |        |
| 137    | 2/20/2027    | \$19,104.17 | 2,311.60 | \$21,415.77 |      | \$1,031,624.38 |        |
| 138    | 3/20/2027    | \$19,104.17 | 2,269.57 | \$21,373.74 |      | \$1,012,520.21 |        |
| 139    | 4/20/2027    | \$19,104.17 | 2,227.54 | \$21,331.71 |      | \$993,416.04   |        |
| 140    | 5/20/2027    | \$19,104.17 | 2,185.52 | \$21,289.69 |      | \$974,311.87   |        |
| 141    | 6/20/2027    | \$19,104.17 | 2,143.49 | \$21,247.66 |      | \$955,207.70   |        |
| 142    | 7/20/2027    | \$19,104.17 | 2,101.46 | \$21,205.63 |      | \$936,103.53   |        |
| 143    | 8/20/2027    | \$19,104.17 | 2,059.43 | \$21,163.60 |      | \$916,999.36   |        |
| 144    | 9/20/2027    | \$19,104.17 | 2,017.40 | \$21,121.57 |      | \$897,895.19   |        |
| 145    | 10/20/2027   | \$19,104.17 | 1,975.37 | \$21,079.54 |      | \$878,791.02   |        |
| 146    | 11/20/2027   | \$19,104.17 | 1,933.34 | \$21,037.51 |      | \$859,686.85   |        |
| 147    | 12/20/2027   | \$19,104.17 | 1,891.31 | \$20,995.48 |      | \$840,582.68   |        |
| 148    | 1/20/2028    | \$19,104.17 | 1,849.28 | \$20,953.45 |      | \$821,478.51   |        |
| 149    | 2/20/2028    | \$19,104.17 | 1,807.25 | \$20,911.42 |      | \$802,374.34   |        |
| 150    | 3/20/2028    | \$19,104.17 | 1,765.22 | \$20,869.39 |      | \$783,270.17   |        |
| 151    | 4/20/2028    | \$19,104.17 | 1,723.19 | \$20,827.36 |      | \$764,166.00   |        |
| 152    | 5/20/2028    | \$19,104.17 | 1,681.17 | \$20,785.34 |      | \$745,061.83   |        |
| 153    | 6/20/2028    | \$19,104.17 | 1,639.14 | \$20,743.31 |      | \$725,957.66   |        |
| 154    | 7/20/2028    | \$19,104.17 | 1,597.11 | \$20,701.28 |      | \$706,853.49   |        |
| 155    | 8/20/2028    | \$19,104.17 | 1,555.08 | \$20,659.25 |      | \$687,749.32   |        |
| 156    | 9/20/2028    | \$19,104.17 | 1,513.05 | \$20,617.22 |      | \$668,645.15   |        |
| 157    | 10/20/2028   | \$19,104.17 | 1,471.02 | \$20,575.19 |      | \$649,540.98   |        |
| 158    | 11/20/2028   | \$19,104.17 | 1,428.99 | \$20,533.16 |      | \$630,436.81   |        |
| 159    | 12/20/2028   | \$19,104.17 | 1,386.96 | \$20,491.13 |      | \$611,332.64   |        |
| 160    | 1/20/2029    | \$19,104.17 | 1,344.93 | \$20,449.10 |      | \$592,228.47   |        |
| 161    | 2/20/2029    | \$19,104.17 | 1,302.90 | \$20,407.07 |      | \$573,124.30   |        |
| 162    | 3/20/2029    | \$19,104.17 | 1,260.87 | \$20,365.04 |      | \$554,020.13   |        |
| 163    | 4/20/2029    | \$19,104.17 | 1,218.84 | \$20,323.01 |      | \$534,915.96   |        |
| 164    | 5/20/2029    | \$19,104.17 | 1,176.82 | \$20,280.99 |      | \$515,811.79   |        |

**September 23, 2015 Bond Refunding Credit Calculation**  
**FIRST DISTRICT DEBT SERVICE SEPTEMBER 16, 2011 ISSUE**

loan                    3,648,896    Balance as of Beginning of Period 10/20/2015  
periods                    191    Months remaining after 10/20/2015  
rate                    2.64%    Refunded Bond rate

|                                                                                 |           |
|---------------------------------------------------------------------------------|-----------|
| Rate on 15.9 Year Bonds August 16, 2011 (191 remaining periods after 9/20/2015) | 2.64%     |
| Balance as of 10/20/2015                                                        | 3,648,896 |

|        |              |                |              |                |      | Balance      | Credit      |
|--------|--------------|----------------|--------------|----------------|------|--------------|-------------|
| Period | Payment Date | Principal      | Interest     | Payment        | Loan | 3,648,896    |             |
| 165    | 6/20/2029    | \$19,104.17    | 1,134.79     | \$20,238.96    |      | \$496,707.62 |             |
| 166    | 7/20/2029    | \$19,104.17    | 1,092.76     | \$20,196.93    |      | \$477,603.45 |             |
| 167    | 8/20/2029    | \$19,104.17    | 1,050.73     | \$20,154.90    |      | \$458,499.28 |             |
| 168    | 9/20/2029    | \$19,104.17    | 1,008.70     | \$20,112.87    |      | \$439,395.11 |             |
| 169    | 10/20/2029   | \$19,104.17    | 966.67       | \$20,070.84    |      | \$420,290.94 |             |
| 170    | 11/20/2029   | \$19,104.17    | 924.64       | \$20,028.81    |      | \$401,186.77 |             |
| 171    | 12/20/2029   | \$19,104.17    | 882.61       | \$19,986.78    |      | \$382,082.60 |             |
| 172    | 1/20/2030    | \$19,104.17    | 840.58       | \$19,944.75    |      | \$362,978.43 |             |
| 173    | 2/20/2030    | \$19,104.17    | 798.55       | \$19,902.72    |      | \$343,874.26 |             |
| 174    | 3/20/2030    | \$19,104.17    | 756.52       | \$19,860.69    |      | \$324,770.09 |             |
| 175    | 4/20/2030    | \$19,104.17    | 714.49       | \$19,818.66    |      | \$305,665.92 |             |
| 176    | 5/20/2030    | \$19,104.17    | 672.47       | \$19,776.64    |      | \$286,561.75 |             |
| 177    | 6/20/2030    | \$19,104.17    | 630.44       | \$19,734.61    |      | \$267,457.58 |             |
| 178    | 7/20/2030    | \$19,104.17    | 588.41       | \$19,692.58    |      | \$248,353.41 |             |
| 179    | 8/20/2030    | \$19,104.17    | 546.38       | \$19,650.55    |      | \$229,249.24 |             |
| 180    | 9/20/2030    | \$19,104.17    | 504.35       | \$19,608.52    |      | \$210,145.07 |             |
| 181    | 10/20/2030   | \$19,104.17    | 462.32       | \$19,566.49    |      | \$191,040.90 |             |
| 182    | 11/20/2030   | \$19,104.17    | 420.29       | \$19,524.46    |      | \$171,936.73 |             |
| 183    | 12/20/2030   | \$19,104.17    | 378.26       | \$19,482.43    |      | \$152,832.56 |             |
| 184    | 1/20/2031    | \$19,104.17    | 336.23       | \$19,440.40    |      | \$133,728.39 |             |
| 185    | 2/20/2031    | \$19,104.17    | 294.20       | \$19,398.37    |      | \$114,624.22 |             |
| 186    | 3/20/2031    | \$19,104.17    | 252.17       | \$19,356.34    |      | \$95,520.05  |             |
| 187    | 4/20/2031    | \$19,104.17    | 210.14       | \$19,314.31    |      | \$76,415.88  |             |
| 188    | 5/20/2031    | \$19,104.17    | 168.11       | \$19,272.28    |      | \$57,311.71  |             |
| 189    | 6/20/2031    | \$19,104.17    | 126.09       | \$19,230.26    |      | \$38,207.54  |             |
| 190    | 7/20/2031    | \$19,104.17    | 84.06        | \$19,188.23    |      | \$19,103.37  |             |
| 191    | 8/20/2031    | \$19,103.37    | 42.03        | \$19,143.84    |      | \$0.00       |             |
| Total  |              | \$3,648,895.67 | \$770,646.60 | \$4,419,540.71 |      |              | (93,798.58) |

September 16, 2011

FIRST DISTRICT DEBT SERVICE -- ORIGINAL LOAN BEFORE REFUNDING

Rate on 20 Year Bonds August 16, 2011 3.43%

| 8/15/2011 |              |             |           |             | Balance        |
|-----------|--------------|-------------|-----------|-------------|----------------|
| Period    | Payment Date | Principal   | Interest  | Payment     | Loan \$        |
|           |              |             |           |             | 4,585,000.00   |
| 1         | 9/20/2011    | \$19,104.17 | 13,105.46 | \$32,209.63 | \$4,565,895.83 |
| 2         | 10/20/2011   | \$19,104.17 | 13,050.85 | \$32,155.02 | \$4,546,791.66 |
| 3         | 11/20/2011   | \$19,104.17 | 12,996.25 | \$32,100.42 | \$4,527,687.49 |
| 4         | 12/20/2011   | \$19,104.17 | 12,941.64 | \$32,045.81 | \$4,508,583.32 |
| 5         | 1/20/2012    | \$19,104.17 | 12,887.03 | \$31,991.20 | \$4,489,479.15 |
| 6         | 2/20/2012    | \$19,104.17 | 12,832.43 | \$31,936.60 | \$4,470,374.98 |
| 7         | 3/20/2012    | \$19,104.17 | 12,777.82 | \$31,881.99 | \$4,451,270.81 |
| 8         | 4/20/2012    | \$19,104.17 | 12,723.22 | \$31,827.39 | \$4,432,166.64 |
| 9         | 5/20/2012    | \$19,104.17 | 12,668.61 | \$31,772.78 | \$4,413,062.47 |
| 10        | 6/20/2012    | \$19,104.17 | 12,614.00 | \$31,718.17 | \$4,393,958.30 |
| 11        | 7/20/2012    | \$19,104.17 | 12,559.40 | \$31,663.57 | \$4,374,854.13 |
| 12        | 8/20/2012    | \$19,104.17 | 12,504.79 | \$31,608.96 | \$4,355,749.96 |
| 13        | 9/20/2012    | \$19,104.17 | 12,450.19 | \$31,554.36 | \$4,336,645.79 |
| 14        | 10/20/2012   | \$19,104.17 | 12,395.58 | \$31,499.75 | \$4,317,541.62 |
| 15        | 11/20/2012   | \$19,104.17 | 12,340.97 | \$31,445.14 | \$4,298,437.45 |
| 16        | 12/20/2012   | \$19,104.17 | 12,286.37 | \$31,390.54 | \$4,279,333.28 |
| 17        | 1/20/2013    | \$19,104.17 | 12,231.76 | \$31,335.93 | \$4,260,229.11 |
| 18        | 2/20/2013    | \$19,104.17 | 12,177.15 | \$31,281.32 | \$4,241,124.94 |
| 19        | 3/20/2013    | \$19,104.17 | 12,122.55 | \$31,226.72 | \$4,222,020.77 |
| 20        | 4/20/2013    | \$19,104.17 | 12,067.94 | \$31,172.11 | \$4,202,916.60 |
| 21        | 5/20/2013    | \$19,104.17 | 12,013.34 | \$31,117.51 | \$4,183,812.43 |
| 22        | 6/20/2013    | \$19,104.17 | 11,958.73 | \$31,062.90 | \$4,164,708.26 |
| 23        | 7/20/2013    | \$19,104.17 | 11,904.12 | \$31,008.29 | \$4,145,604.09 |
| 24        | 8/20/2013    | \$19,104.17 | 11,849.52 | \$30,953.69 | \$4,126,499.92 |
| 25        | 9/20/2013    | \$19,104.17 | 11,794.91 | \$30,899.08 | \$4,107,395.75 |
| 26        | 10/20/2013   | \$19,104.17 | 11,740.31 | \$30,844.48 | \$4,088,291.58 |
| 27        | 11/20/2013   | \$19,104.17 | 11,685.70 | \$30,789.87 | \$4,069,187.41 |
| 28        | 12/20/2013   | \$19,104.17 | 11,631.09 | \$30,735.26 | \$4,050,083.24 |
| 29        | 1/20/2014    | \$19,104.17 | 11,576.49 | \$30,680.66 | \$4,030,979.07 |
| 30        | 2/20/2014    | \$19,104.17 | 11,521.88 | \$30,626.05 | \$4,011,874.90 |
| 31        | 3/20/2014    | \$19,104.17 | 11,467.28 | \$30,571.45 | \$3,992,770.73 |
| 32        | 4/20/2014    | \$19,104.17 | 11,412.67 | \$30,516.84 | \$3,973,666.56 |
| 33        | 5/20/2014    | \$19,104.17 | 11,358.06 | \$30,462.23 | \$3,954,562.39 |
| 34        | 6/20/2014    | \$19,104.17 | 11,303.46 | \$30,407.63 | \$3,935,458.22 |
| 35        | 7/20/2014    | \$19,104.17 | 11,248.85 | \$30,353.02 | \$3,916,354.05 |
| 36        | 8/20/2014    | \$19,104.17 | 11,194.25 | \$30,298.42 | \$3,897,249.88 |
| 37        | 9/20/2014    | \$19,104.17 | 11,139.64 | \$30,243.81 | \$3,878,145.71 |
| 38        | 10/20/2014   | \$19,104.17 | 11,085.03 | \$30,189.20 | \$3,859,041.54 |
| 39        | 11/20/2014   | \$19,104.17 | 11,030.43 | \$30,134.60 | \$3,839,937.37 |
| 40        | 12/20/2014   | \$19,104.17 | 10,975.82 | \$30,079.99 | \$3,820,833.20 |
| 41        | 1/20/2015    | \$19,104.17 | 10,921.21 | \$30,025.38 | \$3,801,729.03 |
| 42        | 2/20/2015    | \$19,104.17 | 10,866.61 | \$29,970.78 | \$3,782,624.86 |

September 16, 2011

FIRST DISTRICT DEBT SERVICE -- ORIGINAL LOAN BEFORE REFUNDING

Rate on 20 Year Bonds August 16, 2011 3.43%

| 8/15/2011 |              |             |           |             | Balance |                |
|-----------|--------------|-------------|-----------|-------------|---------|----------------|
| Period    | Payment Date | Principal   | Interest  | Payment     | Loan    | \$             |
|           |              |             |           |             |         | 4,585,000.00   |
| 43        | 3/20/2015    | \$19,104.17 | 10,812.00 | \$29,916.17 |         | \$3,763,520.69 |
| 44        | 4/20/2015    | \$19,104.17 | 10,757.40 | \$29,861.57 |         | \$3,744,416.52 |
| 45        | 5/20/2015    | \$19,104.17 | 10,702.79 | \$29,806.96 |         | \$3,725,312.35 |
| 46        | 6/20/2015    | \$19,104.17 | 10,648.18 | \$29,752.35 |         | \$3,706,208.18 |
| 47        | 7/20/2015    | \$19,104.17 | 10,593.58 | \$29,697.75 |         | \$3,687,104.01 |
| 48        | 8/20/2015    | \$19,104.17 | 10,538.97 | \$29,643.14 |         | \$3,667,999.84 |
| 49        | 9/20/2015    | \$19,104.17 | 10,484.37 | \$29,588.54 |         | \$3,648,895.67 |
| 50        | 10/20/2015   | \$19,104.17 | 10,429.76 | \$29,533.93 | 1       | \$3,629,791.50 |
| 51        | 11/20/2015   | \$19,104.17 | 10,375.15 | \$29,479.32 | 2       | \$3,610,687.33 |
| 52        | 12/20/2015   | \$19,104.17 | 10,320.55 | \$29,424.72 | 3       | \$3,591,583.16 |
| 53        | 1/20/2016    | \$19,104.17 | 10,265.94 | \$29,370.11 | 4       | \$3,572,478.99 |
| 54        | 2/20/2016    | \$19,104.17 | 10,211.34 | \$29,315.51 | 5       | \$3,553,374.82 |
| 55        | 3/20/2016    | \$19,104.17 | 10,156.73 | \$29,260.90 | 6       | \$3,534,270.65 |
| 56        | 4/20/2016    | \$19,104.17 | 10,102.12 | \$29,206.29 | 7       | \$3,515,166.48 |
| 57        | 5/20/2016    | \$19,104.17 | 10,047.52 | \$29,151.69 | 8       | \$3,496,062.31 |
| 58        | 6/20/2016    | \$19,104.17 | 9,992.91  | \$29,097.08 | 9       | \$3,476,958.14 |
| 59        | 7/20/2016    | \$19,104.17 | 9,938.31  | \$29,042.48 | 10      | \$3,457,853.97 |
| 60        | 8/20/2016    | \$19,104.17 | 9,883.70  | \$28,987.87 | 11      | \$3,438,749.80 |
| 61        | 9/20/2016    | \$19,104.17 | 9,829.09  | \$28,933.26 | 12      | \$3,419,645.63 |
| 62        | 10/20/2016   | \$19,104.17 | 9,774.49  | \$28,878.66 | 13      | \$3,400,541.46 |
| 63        | 11/20/2016   | \$19,104.17 | 9,719.88  | \$28,824.05 | 14      | \$3,381,437.29 |
| 64        | 12/20/2016   | \$19,104.17 | 9,665.27  | \$28,769.44 | 15      | \$3,362,333.12 |
| 65        | 1/20/2017    | \$19,104.17 | 9,610.67  | \$28,714.84 | 16      | \$3,343,228.95 |
| 66        | 2/20/2017    | \$19,104.17 | 9,556.06  | \$28,660.23 | 17      | \$3,324,124.78 |
| 67        | 3/20/2017    | \$19,104.17 | 9,501.46  | \$28,605.63 | 18      | \$3,305,020.61 |
| 68        | 4/20/2017    | \$19,104.17 | 9,446.85  | \$28,551.02 | 19      | \$3,285,916.44 |
| 69        | 5/20/2017    | \$19,104.17 | 9,392.24  | \$28,496.41 | 20      | \$3,266,812.27 |
| 70        | 6/20/2017    | \$19,104.17 | 9,337.64  | \$28,441.81 | 21      | \$3,247,708.10 |
| 71        | 7/20/2017    | \$19,104.17 | 9,283.03  | \$28,387.20 | 22      | \$3,228,603.93 |
| 72        | 8/20/2017    | \$19,104.17 | 9,228.43  | \$28,332.60 | 23      | \$3,209,499.76 |
| 73        | 9/20/2017    | \$19,104.17 | 9,173.82  | \$28,277.99 | 24      | \$3,190,395.59 |
| 74        | 10/20/2017   | \$19,104.17 | 9,119.21  | \$28,223.38 | 25      | \$3,171,291.42 |
| 75        | 11/20/2017   | \$19,104.17 | 9,064.61  | \$28,168.78 | 26      | \$3,152,187.25 |
| 76        | 12/20/2017   | \$19,104.17 | 9,010.00  | \$28,114.17 | 27      | \$3,133,083.08 |
| 77        | 1/20/2018    | \$19,104.17 | 8,955.40  | \$28,059.57 | 28      | \$3,113,978.91 |
| 78        | 2/20/2018    | \$19,104.17 | 8,900.79  | \$28,004.96 | 29      | \$3,094,874.74 |
| 79        | 3/20/2018    | \$19,104.17 | 8,846.18  | \$27,950.35 | 30      | \$3,075,770.57 |
| 80        | 4/20/2018    | \$19,104.17 | 8,791.58  | \$27,895.75 | 31      | \$3,056,666.40 |
| 81        | 5/20/2018    | \$19,104.17 | 8,736.97  | \$27,841.14 | 32      | \$3,037,562.23 |
| 82        | 6/20/2018    | \$19,104.17 | 8,682.37  | \$27,786.54 | 33      | \$3,018,458.06 |
| 83        | 7/20/2018    | \$19,104.17 | 8,627.76  | \$27,731.93 | 34      | \$2,999,353.89 |
| 84        | 8/20/2018    | \$19,104.17 | 8,573.15  | \$27,677.32 | 35      | \$2,980,249.72 |

September 16, 2011

FIRST DISTRICT DEBT SERVICE -- ORIGINAL LOAN BEFORE REFUNDING

Rate on 20 Year Bonds August 16, 2011 3.43%

| 8/15/2011 |              |             |          |             |      | Balance         |
|-----------|--------------|-------------|----------|-------------|------|-----------------|
| Period    | Payment Date | Principal   | Interest | Payment     | Loan | \$ 4,585,000.00 |
| 85        | 9/20/2018    | \$19,104.17 | 8,518.55 | \$27,622.72 | 36   | \$2,961,145.55  |
| 86        | 10/20/2018   | \$19,104.17 | 8,463.94 | \$27,568.11 | 37   | \$2,942,041.38  |
| 87        | 11/20/2018   | \$19,104.17 | 8,409.33 | \$27,513.50 | 38   | \$2,922,937.21  |
| 88        | 12/20/2018   | \$19,104.17 | 8,354.73 | \$27,458.90 | 39   | \$2,903,833.04  |
| 89        | 1/20/2019    | \$19,104.17 | 8,300.12 | \$27,404.29 | 40   | \$2,884,728.87  |
| 90        | 2/20/2019    | \$19,104.17 | 8,245.52 | \$27,349.69 | 41   | \$2,865,624.70  |
| 91        | 3/20/2019    | \$19,104.17 | 8,190.91 | \$27,295.08 | 42   | \$2,846,520.53  |
| 92        | 4/20/2019    | \$19,104.17 | 8,136.30 | \$27,240.47 | 43   | \$2,827,416.36  |
| 93        | 5/20/2019    | \$19,104.17 | 8,081.70 | \$27,185.87 | 44   | \$2,808,312.19  |
| 94        | 6/20/2019    | \$19,104.17 | 8,027.09 | \$27,131.26 | 45   | \$2,789,208.02  |
| 95        | 7/20/2019    | \$19,104.17 | 7,972.49 | \$27,076.66 | 46   | \$2,770,103.85  |
| 96        | 8/20/2019    | \$19,104.17 | 7,917.88 | \$27,022.05 | 47   | \$2,750,999.68  |
| 97        | 9/20/2019    | \$19,104.17 | 7,863.27 | \$26,967.44 | 48   | \$2,731,895.51  |
| 98        | 10/20/2019   | \$19,104.17 | 7,808.67 | \$26,912.84 | 49   | \$2,712,791.34  |
| 99        | 11/20/2019   | \$19,104.17 | 7,754.06 | \$26,858.23 | 50   | \$2,693,687.17  |
| 100       | 12/20/2019   | \$19,104.17 | 7,699.46 | \$26,803.63 | 51   | \$2,674,583.00  |
| 101       | 1/20/2020    | \$19,104.17 | 7,644.85 | \$26,749.02 | 52   | \$2,655,478.83  |
| 102       | 2/20/2020    | \$19,104.17 | 7,590.24 | \$26,694.41 | 53   | \$2,636,374.66  |
| 103       | 3/20/2020    | \$19,104.17 | 7,535.64 | \$26,639.81 | 54   | \$2,617,270.49  |
| 104       | 4/20/2020    | \$19,104.17 | 7,481.03 | \$26,585.20 | 55   | \$2,598,166.32  |
| 105       | 5/20/2020    | \$19,104.17 | 7,426.43 | \$26,530.60 | 56   | \$2,579,062.15  |
| 106       | 6/20/2020    | \$19,104.17 | 7,371.82 | \$26,475.99 | 57   | \$2,559,957.98  |
| 107       | 7/20/2020    | \$19,104.17 | 7,317.21 | \$26,421.38 | 58   | \$2,540,853.81  |
| 108       | 8/20/2020    | \$19,104.17 | 7,262.61 | \$26,366.78 | 59   | \$2,521,749.64  |
| 109       | 9/20/2020    | \$19,104.17 | 7,208.00 | \$26,312.17 | 60   | \$2,502,645.47  |
| 110       | 10/20/2020   | \$19,104.17 | 7,153.39 | \$26,257.56 | 61   | \$2,483,541.30  |
| 111       | 11/20/2020   | \$19,104.17 | 7,098.79 | \$26,202.96 | 62   | \$2,464,437.13  |
| 112       | 12/20/2020   | \$19,104.17 | 7,044.18 | \$26,148.35 | 63   | \$2,445,332.96  |
| 113       | 1/20/2021    | \$19,104.17 | 6,989.58 | \$26,093.75 | 64   | \$2,426,228.79  |
| 114       | 2/20/2021    | \$19,104.17 | 6,934.97 | \$26,039.14 | 65   | \$2,407,124.62  |
| 115       | 3/20/2021    | \$19,104.17 | 6,880.36 | \$25,984.53 | 66   | \$2,388,020.45  |
| 116       | 4/20/2021    | \$19,104.17 | 6,825.76 | \$25,929.93 | 67   | \$2,368,916.28  |
| 117       | 5/20/2021    | \$19,104.17 | 6,771.15 | \$25,875.32 | 68   | \$2,349,812.11  |
| 118       | 6/20/2021    | \$19,104.17 | 6,716.55 | \$25,820.72 | 69   | \$2,330,707.94  |
| 119       | 7/20/2021    | \$19,104.17 | 6,661.94 | \$25,766.11 | 70   | \$2,311,603.77  |
| 120       | 8/20/2021    | \$19,104.17 | 6,607.33 | \$25,711.50 | 71   | \$2,292,499.60  |
| 121       | 9/20/2021    | \$19,104.17 | 6,552.73 | \$25,656.90 | 72   | \$2,273,395.43  |
| 122       | 10/20/2021   | \$19,104.17 | 6,498.12 | \$25,602.29 | 73   | \$2,254,291.26  |
| 123       | 11/20/2021   | \$19,104.17 | 6,443.52 | \$25,547.69 | 74   | \$2,235,187.09  |
| 124       | 12/20/2021   | \$19,104.17 | 6,388.91 | \$25,493.08 | 75   | \$2,216,082.92  |
| 125       | 1/20/2022    | \$19,104.17 | 6,334.30 | \$25,438.47 | 76   | \$2,196,978.75  |
| 126       | 2/20/2022    | \$19,104.17 | 6,279.70 | \$25,383.87 | 77   | \$2,177,874.58  |

September 16, 2011

FIRST DISTRICT DEBT SERVICE -- ORIGINAL LOAN BEFORE REFUNDING

Rate on 20 Year Bonds August 16, 2011 3.43%

| 8/15/2011 |              |             |          |             |      | Balance         |
|-----------|--------------|-------------|----------|-------------|------|-----------------|
| Period    | Payment Date | Principal   | Interest | Payment     | Loan | \$ 4,585,000.00 |
| 127       | 3/20/2022    | \$19,104.17 | 6,225.09 | \$25,329.26 | 78   | \$2,158,770.41  |
| 128       | 4/20/2022    | \$19,104.17 | 6,170.49 | \$25,274.66 | 79   | \$2,139,666.24  |
| 129       | 5/20/2022    | \$19,104.17 | 6,115.88 | \$25,220.05 | 80   | \$2,120,562.07  |
| 130       | 6/20/2022    | \$19,104.17 | 6,061.27 | \$25,165.44 | 81   | \$2,101,457.90  |
| 131       | 7/20/2022    | \$19,104.17 | 6,006.67 | \$25,110.84 | 82   | \$2,082,353.73  |
| 132       | 8/20/2022    | \$19,104.17 | 5,952.06 | \$25,056.23 | 83   | \$2,063,249.56  |
| 133       | 9/20/2022    | \$19,104.17 | 5,897.45 | \$25,001.62 | 84   | \$2,044,145.39  |
| 134       | 10/20/2022   | \$19,104.17 | 5,842.85 | \$24,947.02 | 85   | \$2,025,041.22  |
| 135       | 11/20/2022   | \$19,104.17 | 5,788.24 | \$24,892.41 | 86   | \$2,005,937.05  |
| 136       | 12/20/2022   | \$19,104.17 | 5,733.64 | \$24,837.81 | 87   | \$1,986,832.88  |
| 137       | 1/20/2023    | \$19,104.17 | 5,679.03 | \$24,783.20 | 88   | \$1,967,728.71  |
| 138       | 2/20/2023    | \$19,104.17 | 5,624.42 | \$24,728.59 | 89   | \$1,948,624.54  |
| 139       | 3/20/2023    | \$19,104.17 | 5,569.82 | \$24,673.99 | 90   | \$1,929,520.37  |
| 140       | 4/20/2023    | \$19,104.17 | 5,515.21 | \$24,619.38 | 91   | \$1,910,416.20  |
| 141       | 5/20/2023    | \$19,104.17 | 5,460.61 | \$24,564.78 | 92   | \$1,891,312.03  |
| 142       | 6/20/2023    | \$19,104.17 | 5,406.00 | \$24,510.17 | 93   | \$1,872,207.86  |
| 143       | 7/20/2023    | \$19,104.17 | 5,351.39 | \$24,455.56 | 94   | \$1,853,103.69  |
| 144       | 8/20/2023    | \$19,104.17 | 5,296.79 | \$24,400.96 | 95   | \$1,833,999.52  |
| 145       | 9/20/2023    | \$19,104.17 | 5,242.18 | \$24,346.35 | 96   | \$1,814,895.35  |
| 146       | 10/20/2023   | \$19,104.17 | 5,187.58 | \$24,291.75 | 97   | \$1,795,791.18  |
| 147       | 11/20/2023   | \$19,104.17 | 5,132.97 | \$24,237.14 | 98   | \$1,776,687.01  |
| 148       | 12/20/2023   | \$19,104.17 | 5,078.36 | \$24,182.53 | 99   | \$1,757,582.84  |
| 149       | 1/20/2024    | \$19,104.17 | 5,023.76 | \$24,127.93 | 100  | \$1,738,478.67  |
| 150       | 2/20/2024    | \$19,104.17 | 4,969.15 | \$24,073.32 | 101  | \$1,719,374.50  |
| 151       | 3/20/2024    | \$19,104.17 | 4,914.55 | \$24,018.72 | 102  | \$1,700,270.33  |
| 152       | 4/20/2024    | \$19,104.17 | 4,859.94 | \$23,964.11 | 103  | \$1,681,166.16  |
| 153       | 5/20/2024    | \$19,104.17 | 4,805.33 | \$23,909.50 | 104  | \$1,662,061.99  |
| 154       | 6/20/2024    | \$19,104.17 | 4,750.73 | \$23,854.90 | 105  | \$1,642,957.82  |
| 155       | 7/20/2024    | \$19,104.17 | 4,696.12 | \$23,800.29 | 106  | \$1,623,853.65  |
| 156       | 8/20/2024    | \$19,104.17 | 4,641.52 | \$23,745.69 | 107  | \$1,604,749.48  |
| 157       | 9/20/2024    | \$19,104.17 | 4,586.91 | \$23,691.08 | 108  | \$1,585,645.31  |
| 158       | 10/20/2024   | \$19,104.17 | 4,532.30 | \$23,636.47 | 109  | \$1,566,541.14  |
| 159       | 11/20/2024   | \$19,104.17 | 4,477.70 | \$23,581.87 | 110  | \$1,547,436.97  |
| 160       | 12/20/2024   | \$19,104.17 | 4,423.09 | \$23,527.26 | 111  | \$1,528,332.80  |
| 161       | 1/20/2025    | \$19,104.17 | 4,368.48 | \$23,472.65 | 112  | \$1,509,228.63  |
| 162       | 2/20/2025    | \$19,104.17 | 4,313.88 | \$23,418.05 | 113  | \$1,490,124.46  |
| 163       | 3/20/2025    | \$19,104.17 | 4,259.27 | \$23,363.44 | 114  | \$1,471,020.29  |
| 164       | 4/20/2025    | \$19,104.17 | 4,204.67 | \$23,308.84 | 115  | \$1,451,916.12  |
| 165       | 5/20/2025    | \$19,104.17 | 4,150.06 | \$23,254.23 | 116  | \$1,432,811.95  |
| 166       | 6/20/2025    | \$19,104.17 | 4,095.45 | \$23,199.62 | 117  | \$1,413,707.78  |
| 167       | 7/20/2025    | \$19,104.17 | 4,040.85 | \$23,145.02 | 118  | \$1,394,603.61  |
| 168       | 8/20/2025    | \$19,104.17 | 3,986.24 | \$23,090.41 | 119  | \$1,375,499.44  |

September 16, 2011

FIRST DISTRICT DEBT SERVICE -- ORIGINAL LOAN BEFORE REFUNDING

Rate on 20 Year Bonds August 16, 2011 3.43%

| 8/15/2011 |              |             |          |             |      | Balance         |
|-----------|--------------|-------------|----------|-------------|------|-----------------|
| Period    | Payment Date | Principal   | Interest | Payment     | Loan | \$ 4,585,000.00 |
| 169       | 9/20/2025    | \$19,104.17 | 3,931.64 | \$23,035.81 | 120  | \$1,356,395.27  |
| 170       | 10/20/2025   | \$19,104.17 | 3,877.03 | \$22,981.20 | 121  | \$1,337,291.10  |
| 171       | 11/20/2025   | \$19,104.17 | 3,822.42 | \$22,926.59 | 122  | \$1,318,186.93  |
| 172       | 12/20/2025   | \$19,104.17 | 3,767.82 | \$22,871.99 | 123  | \$1,299,082.76  |
| 173       | 1/20/2026    | \$19,104.17 | 3,713.21 | \$22,817.38 | 124  | \$1,279,978.59  |
| 174       | 2/20/2026    | \$19,104.17 | 3,658.61 | \$22,762.78 | 125  | \$1,260,874.42  |
| 175       | 3/20/2026    | \$19,104.17 | 3,604.00 | \$22,708.17 | 126  | \$1,241,770.25  |
| 176       | 4/20/2026    | \$19,104.17 | 3,549.39 | \$22,653.56 | 127  | \$1,222,666.08  |
| 177       | 5/20/2026    | \$19,104.17 | 3,494.79 | \$22,598.96 | 128  | \$1,203,561.91  |
| 178       | 6/20/2026    | \$19,104.17 | 3,440.18 | \$22,544.35 | 129  | \$1,184,457.74  |
| 179       | 7/20/2026    | \$19,104.17 | 3,385.58 | \$22,489.75 | 130  | \$1,165,353.57  |
| 180       | 8/20/2026    | \$19,104.17 | 3,330.97 | \$22,435.14 | 131  | \$1,146,249.40  |
| 181       | 9/20/2026    | \$19,104.17 | 3,276.36 | \$22,380.53 | 132  | \$1,127,145.23  |
| 182       | 10/20/2026   | \$19,104.17 | 3,221.76 | \$22,325.93 | 133  | \$1,108,041.06  |
| 183       | 11/20/2026   | \$19,104.17 | 3,167.15 | \$22,271.32 | 134  | \$1,088,936.89  |
| 184       | 12/20/2026   | \$19,104.17 | 3,112.54 | \$22,216.71 | 135  | \$1,069,832.72  |
| 185       | 1/20/2027    | \$19,104.17 | 3,057.94 | \$22,162.11 | 136  | \$1,050,728.55  |
| 186       | 2/20/2027    | \$19,104.17 | 3,003.33 | \$22,107.50 | 137  | \$1,031,624.38  |
| 187       | 3/20/2027    | \$19,104.17 | 2,948.73 | \$22,052.90 | 138  | \$1,012,520.21  |
| 188       | 4/20/2027    | \$19,104.17 | 2,894.12 | \$21,998.29 | 139  | \$993,416.04    |
| 189       | 5/20/2027    | \$19,104.17 | 2,839.51 | \$21,943.68 | 140  | \$974,311.87    |
| 190       | 6/20/2027    | \$19,104.17 | 2,784.91 | \$21,889.08 | 141  | \$955,207.70    |
| 191       | 7/20/2027    | \$19,104.17 | 2,730.30 | \$21,834.47 | 142  | \$936,103.53    |
| 192       | 8/20/2027    | \$19,104.17 | 2,675.70 | \$21,779.87 | 143  | \$916,999.36    |
| 193       | 9/20/2027    | \$19,104.17 | 2,621.09 | \$21,725.26 | 144  | \$897,895.19    |
| 194       | 10/20/2027   | \$19,104.17 | 2,566.48 | \$21,670.65 | 145  | \$878,791.02    |
| 195       | 11/20/2027   | \$19,104.17 | 2,511.88 | \$21,616.05 | 146  | \$859,686.85    |
| 196       | 12/20/2027   | \$19,104.17 | 2,457.27 | \$21,561.44 | 147  | \$840,582.68    |
| 197       | 1/20/2028    | \$19,104.17 | 2,402.67 | \$21,506.84 | 148  | \$821,478.51    |
| 198       | 2/20/2028    | \$19,104.17 | 2,348.06 | \$21,452.23 | 149  | \$802,374.34    |
| 199       | 3/20/2028    | \$19,104.17 | 2,293.45 | \$21,397.62 | 150  | \$783,270.17    |
| 200       | 4/20/2028    | \$19,104.17 | 2,238.85 | \$21,343.02 | 151  | \$764,166.00    |
| 201       | 5/20/2028    | \$19,104.17 | 2,184.24 | \$21,288.41 | 152  | \$745,061.83    |
| 202       | 6/20/2028    | \$19,104.17 | 2,129.64 | \$21,233.81 | 153  | \$725,957.66    |
| 203       | 7/20/2028    | \$19,104.17 | 2,075.03 | \$21,179.20 | 154  | \$706,853.49    |
| 204       | 8/20/2028    | \$19,104.17 | 2,020.42 | \$21,124.59 | 155  | \$687,749.32    |
| 205       | 9/20/2028    | \$19,104.17 | 1,965.82 | \$21,069.99 | 156  | \$668,645.15    |
| 206       | 10/20/2028   | \$19,104.17 | 1,911.21 | \$21,015.38 | 157  | \$649,540.98    |
| 207       | 11/20/2028   | \$19,104.17 | 1,856.60 | \$20,960.77 | 158  | \$630,436.81    |
| 208       | 12/20/2028   | \$19,104.17 | 1,802.00 | \$20,906.17 | 159  | \$611,332.64    |
| 209       | 1/20/2029    | \$19,104.17 | 1,747.39 | \$20,851.56 | 160  | \$592,228.47    |
| 210       | 2/20/2029    | \$19,104.17 | 1,692.79 | \$20,796.96 | 161  | \$573,124.30    |

September 16, 2011

FIRST DISTRICT DEBT SERVICE -- ORIGINAL LOAN BEFORE REFUNDING

Rate on 20 Year Bonds August 16, 2011 3.43%

| 8/15/2011 |              |                |                |                |      | Balance      |
|-----------|--------------|----------------|----------------|----------------|------|--------------|
| Period    | Payment Date | Principal      | Interest       | Payment        | Loan | \$           |
|           |              |                |                |                |      | 4,585,000.00 |
| 211       | 3/20/2029    | \$19,104.17    | 1,638.18       | \$20,742.35    | 162  | \$554,020.13 |
| 212       | 4/20/2029    | \$19,104.17    | 1,583.57       | \$20,687.74    | 163  | \$534,915.96 |
| 213       | 5/20/2029    | \$19,104.17    | 1,528.97       | \$20,633.14    | 164  | \$515,811.79 |
| 214       | 6/20/2029    | \$19,104.17    | 1,474.36       | \$20,578.53    | 165  | \$496,707.62 |
| 215       | 7/20/2029    | \$19,104.17    | 1,419.76       | \$20,523.93    | 166  | \$477,603.45 |
| 216       | 8/20/2029    | \$19,104.17    | 1,365.15       | \$20,469.32    | 167  | \$458,499.28 |
| 217       | 9/20/2029    | \$19,104.17    | 1,310.54       | \$20,414.71    | 168  | \$439,395.11 |
| 218       | 10/20/2029   | \$19,104.17    | 1,255.94       | \$20,360.11    | 169  | \$420,290.94 |
| 219       | 11/20/2029   | \$19,104.17    | 1,201.33       | \$20,305.50    | 170  | \$401,186.77 |
| 220       | 12/20/2029   | \$19,104.17    | 1,146.73       | \$20,250.90    | 171  | \$382,082.60 |
| 221       | 1/20/2030    | \$19,104.17    | 1,092.12       | \$20,196.29    | 172  | \$362,978.43 |
| 222       | 2/20/2030    | \$19,104.17    | 1,037.51       | \$20,141.68    | 173  | \$343,874.26 |
| 223       | 3/20/2030    | \$19,104.17    | 982.91         | \$20,087.08    | 174  | \$324,770.09 |
| 224       | 4/20/2030    | \$19,104.17    | 928.30         | \$20,032.47    | 175  | \$305,665.92 |
| 225       | 5/20/2030    | \$19,104.17    | 873.70         | \$19,977.87    | 176  | \$286,561.75 |
| 226       | 6/20/2030    | \$19,104.17    | 819.09         | \$19,923.26    | 177  | \$267,457.58 |
| 227       | 7/20/2030    | \$19,104.17    | 764.48         | \$19,868.65    | 178  | \$248,353.41 |
| 228       | 8/20/2030    | \$19,104.17    | 709.88         | \$19,814.05    | 179  | \$229,249.24 |
| 229       | 9/20/2030    | \$19,104.17    | 655.27         | \$19,759.44    | 180  | \$210,145.07 |
| 230       | 10/20/2030   | \$19,104.17    | 600.66         | \$19,704.83    | 181  | \$191,040.90 |
| 231       | 11/20/2030   | \$19,104.17    | 546.06         | \$19,650.23    | 182  | \$171,936.73 |
| 232       | 12/20/2030   | \$19,104.17    | 491.45         | \$19,595.62    | 183  | \$152,832.56 |
| 233       | 1/20/2031    | \$19,104.17    | 436.85         | \$19,541.02    | 184  | \$133,728.39 |
| 234       | 2/20/2031    | \$19,104.17    | 382.24         | \$19,486.41    | 185  | \$114,624.22 |
| 235       | 3/20/2031    | \$19,104.17    | 327.63         | \$19,431.80    | 186  | \$95,520.05  |
| 236       | 4/20/2031    | \$19,104.17    | 273.03         | \$19,377.20    | 187  | \$76,415.88  |
| 237       | 5/20/2031    | \$19,104.17    | 218.42         | \$19,322.59    | 188  | \$57,311.71  |
| 238       | 6/20/2031    | \$19,104.17    | 163.82         | \$19,267.99    | 189  | \$38,207.54  |
| 239       | 7/20/2031    | \$19,104.17    | 109.21         | \$19,213.38    | 190  | \$19,103.37  |
| 240       | 8/20/2031    | \$19,103.37    | 54.60          | \$19,157.97    | 191  | \$0.00       |
| Total     |              | \$4,585,000.00 | \$1,579,207.45 | \$6,164,207.45 |      |              |



# **EXHIBIT 3**

FIRST DISTRICT DEBT SERVICE SEPTEMBER 16, 2011 ISSUE

loan 2,808,312.19 Balance as of Beginning of Period 6/20/2019  
 Less Credit (93,798.58)  
 Loan 2,714,513.61 Balance as of Beginning Period 6/20/2019 after interest credit.  
 periods 147 Months remaining after 10/20/2015  
 rate 2.64% Refunded Bond rate

Rate on 12.25 Year Bond June 20 2019 (147 remaining periods after 5/20/2019) 2.64%  
 Balance as of 6/20/2019 After interest Credit 2,714,513.61

| Period | Payment Date | Principal   | Interest | Payment     | Loan | Balance        |
|--------|--------------|-------------|----------|-------------|------|----------------|
|        |              |             |          |             |      | \$2,714,513.61 |
| 1      | 6/20/2019    | \$18,466.08 | 5,971.93 | \$24,438.01 |      | \$2,696,047.53 |
| 2      | 7/20/2019    | \$18,466.08 | 5,931.30 | \$24,397.38 |      | \$2,677,581.45 |
| 3      | 8/20/2019    | \$18,466.08 | 5,890.68 | \$24,356.76 |      | \$2,659,115.37 |
| 4      | 9/20/2019    | \$18,466.08 | 5,850.05 | \$24,316.13 |      | \$2,640,649.29 |
| 5      | 10/20/2019   | \$18,466.08 | 5,809.43 | \$24,275.51 |      | \$2,622,183.21 |
| 6      | 11/20/2019   | \$18,466.08 | 5,768.80 | \$24,234.88 |      | \$2,603,717.13 |
| 7      | 12/20/2019   | \$18,466.08 | 5,728.18 | \$24,194.26 |      | \$2,585,251.05 |
| 8      | 1/20/2020    | \$18,466.08 | 5,687.55 | \$24,153.63 |      | \$2,566,784.97 |
| 9      | 2/20/2020    | \$18,466.08 | 5,646.93 | \$24,113.01 |      | \$2,548,318.89 |
| 10     | 3/20/2020    | \$18,466.08 | 5,606.30 | \$24,072.38 |      | \$2,529,852.81 |
| 11     | 4/20/2020    | \$18,466.08 | 5,565.68 | \$24,031.76 |      | \$2,511,386.73 |
| 12     | 5/20/2020    | \$18,466.08 | 5,525.05 | \$23,991.13 |      | \$2,492,920.65 |
| 13     | 6/20/2020    | \$18,466.08 | 5,484.43 | \$23,950.51 |      | \$2,474,454.57 |
| 14     | 7/20/2020    | \$18,466.08 | 5,443.80 | \$23,909.88 |      | \$2,455,988.49 |
| 15     | 8/20/2020    | \$18,466.08 | 5,403.17 | \$23,869.25 |      | \$2,437,522.41 |
| 16     | 9/20/2020    | \$18,466.08 | 5,362.55 | \$23,828.63 |      | \$2,419,056.33 |
| 17     | 10/20/2020   | \$18,466.08 | 5,321.92 | \$23,788.00 |      | \$2,400,590.25 |
| 18     | 11/20/2020   | \$18,466.08 | 5,281.30 | \$23,747.38 |      | \$2,382,124.17 |
| 19     | 12/20/2020   | \$18,466.08 | 5,240.67 | \$23,706.75 |      | \$2,363,658.09 |
| 20     | 1/20/2021    | \$18,466.08 | 5,200.05 | \$23,666.13 |      | \$2,345,192.01 |
| 21     | 2/20/2021    | \$18,466.08 | 5,159.42 | \$23,625.50 |      | \$2,326,725.93 |
| 22     | 3/20/2021    | \$18,466.08 | 5,118.80 | \$23,584.88 |      | \$2,308,259.85 |
| 23     | 4/20/2021    | \$18,466.08 | 5,078.17 | \$23,544.25 |      | \$2,289,793.77 |
| 24     | 5/20/2021    | \$18,466.08 | 5,037.55 | \$23,503.63 |      | \$2,271,327.69 |
| 25     | 6/20/2021    | \$18,466.08 | 4,996.92 | \$23,463.00 |      | \$2,252,861.61 |
| 26     | 7/20/2021    | \$18,466.08 | 4,956.30 | \$23,422.38 |      | \$2,234,395.53 |
| 27     | 8/20/2021    | \$18,466.08 | 4,915.67 | \$23,381.75 |      | \$2,215,929.45 |
| 28     | 9/20/2021    | \$18,466.08 | 4,875.04 | \$23,341.12 |      | \$2,197,463.37 |
| 29     | 10/20/2021   | \$18,466.08 | 4,834.42 | \$23,300.50 |      | \$2,178,997.29 |
| 30     | 11/20/2021   | \$18,466.08 | 4,793.79 | \$23,259.87 |      | \$2,160,531.21 |
| 31     | 12/20/2021   | \$18,466.08 | 4,753.17 | \$23,219.25 |      | \$2,142,065.13 |
| 32     | 1/20/2022    | \$18,466.08 | 4,712.54 | \$23,178.62 |      | \$2,123,599.05 |
| 33     | 2/20/2022    | \$18,466.08 | 4,671.92 | \$23,138.00 |      | \$2,105,132.97 |
| 34     | 3/20/2022    | \$18,466.08 | 4,631.29 | \$23,097.37 |      | \$2,086,666.89 |
| 35     | 4/20/2022    | \$18,466.08 | 4,590.67 | \$23,056.75 |      | \$2,068,200.81 |
| 36     | 5/20/2022    | \$18,466.08 | 4,550.04 | \$23,016.12 |      | \$2,049,734.73 |
| 37     | 6/20/2022    | \$18,466.08 | 4,509.42 | \$22,975.50 |      | \$2,031,268.65 |
| 38     | 7/20/2022    | \$18,466.08 | 4,468.79 | \$22,934.87 |      | \$2,012,802.57 |
| 39     | 8/20/2022    | \$18,466.08 | 4,428.17 | \$22,894.25 |      | \$1,994,336.49 |

# FIRST DISTRICT DEBT SERVICE SEPTEMBER 16, 2011 ISSUE

loan 2,808,312.19 Balance as of Beginning of Period 6/20/2019  
 Less Credit (93,798.58)  
 Loan 2,714,513.61 Balance as of Beginning Period 6/20/2019 after interest credit.  
 periods 147 Months remaining after 10/20/2015  
 rate 2.64% Refunded Bond rate

Rate on 12.25 Year Bond June 20 2019 (147 remaining periods after 5/20/2019) 2.64%  
 Balance as of 6/20/2019 After Interest Credit 2,714,513.6

| Period | Payment Date | Principal   | Interest | Payment     | Loan | Balance        |
|--------|--------------|-------------|----------|-------------|------|----------------|
|        |              |             |          |             |      | \$2,714,513.61 |
| 40     | 9/20/2022    | \$18,466.08 | 4,387.54 | \$22,853.62 |      | \$1,975,870.41 |
| 41     | 10/20/2022   | \$18,466.08 | 4,346.91 | \$22,812.99 |      | \$1,957,404.33 |
| 42     | 11/20/2022   | \$18,466.08 | 4,306.29 | \$22,772.37 |      | \$1,938,938.25 |
| 43     | 12/20/2022   | \$18,466.08 | 4,265.66 | \$22,731.74 |      | \$1,920,472.17 |
| 44     | 1/20/2023    | \$18,466.08 | 4,225.04 | \$22,691.12 |      | \$1,902,006.09 |
| 45     | 2/20/2023    | \$18,466.08 | 4,184.41 | \$22,650.49 |      | \$1,883,540.01 |
| 46     | 3/20/2023    | \$18,466.08 | 4,143.79 | \$22,609.87 |      | \$1,865,073.93 |
| 47     | 4/20/2023    | \$18,466.08 | 4,103.16 | \$22,569.24 |      | \$1,846,607.85 |
| 48     | 5/20/2023    | \$18,466.08 | 4,062.54 | \$22,528.62 |      | \$1,828,141.77 |
| 49     | 6/20/2023    | \$18,466.08 | 4,021.91 | \$22,487.99 |      | \$1,809,675.69 |
| 50     | 7/20/2023    | \$18,466.08 | 3,981.29 | \$22,447.37 |      | \$1,791,209.61 |
| 51     | 8/20/2023    | \$18,466.08 | 3,940.66 | \$22,406.74 |      | \$1,772,743.53 |
| 52     | 9/20/2023    | \$18,466.08 | 3,900.04 | \$22,366.12 |      | \$1,754,277.45 |
| 53     | 10/20/2023   | \$18,466.08 | 3,859.41 | \$22,325.49 |      | \$1,735,811.37 |
| 54     | 11/20/2023   | \$18,466.08 | 3,818.79 | \$22,284.87 |      | \$1,717,345.29 |
| 55     | 12/20/2023   | \$18,466.08 | 3,778.16 | \$22,244.24 |      | \$1,698,879.21 |
| 56     | 1/20/2024    | \$18,466.08 | 3,737.53 | \$22,203.61 |      | \$1,680,413.13 |
| 57     | 2/20/2024    | \$18,466.08 | 3,696.91 | \$22,162.99 |      | \$1,661,947.05 |
| 58     | 3/20/2024    | \$18,466.08 | 3,656.28 | \$22,122.36 |      | \$1,643,480.97 |
| 59     | 4/20/2024    | \$18,466.08 | 3,615.66 | \$22,081.74 |      | \$1,625,014.89 |
| 60     | 5/20/2024    | \$18,466.08 | 3,575.03 | \$22,041.11 |      | \$1,606,548.81 |
| 61     | 6/20/2024    | \$18,466.08 | 3,534.41 | \$22,000.49 |      | \$1,588,082.73 |
| 62     | 7/20/2024    | \$18,466.08 | 3,493.78 | \$21,959.86 |      | \$1,569,616.65 |
| 63     | 8/20/2024    | \$18,466.08 | 3,453.16 | \$21,919.24 |      | \$1,551,150.57 |
| 64     | 9/20/2024    | \$18,466.08 | 3,412.53 | \$21,878.61 |      | \$1,532,684.49 |
| 65     | 10/20/2024   | \$18,466.08 | 3,371.91 | \$21,837.99 |      | \$1,514,218.41 |
| 66     | 11/20/2024   | \$18,466.08 | 3,331.28 | \$21,797.36 |      | \$1,495,752.33 |
| 67     | 12/20/2024   | \$18,466.08 | 3,290.66 | \$21,756.74 |      | \$1,477,286.25 |
| 68     | 1/20/2025    | \$18,466.08 | 3,250.03 | \$21,716.11 |      | \$1,458,820.17 |
| 69     | 2/20/2025    | \$18,466.08 | 3,209.40 | \$21,675.48 |      | \$1,440,354.09 |
| 70     | 3/20/2025    | \$18,466.08 | 3,168.78 | \$21,634.86 |      | \$1,421,888.01 |
| 71     | 4/20/2025    | \$18,466.08 | 3,128.15 | \$21,594.23 |      | \$1,403,421.93 |
| 72     | 5/20/2025    | \$18,466.08 | 3,087.53 | \$21,553.61 |      | \$1,384,955.85 |
| 73     | 6/20/2025    | \$18,466.08 | 3,046.90 | \$21,512.98 |      | \$1,366,489.77 |
| 74     | 7/20/2025    | \$18,466.08 | 3,006.28 | \$21,472.36 |      | \$1,348,023.69 |
| 75     | 8/20/2025    | \$18,466.08 | 2,965.65 | \$21,431.73 |      | \$1,329,557.61 |
| 76     | 9/20/2025    | \$18,466.08 | 2,925.03 | \$21,391.11 |      | \$1,311,091.53 |
| 77     | 10/20/2025   | \$18,466.08 | 2,884.40 | \$21,350.48 |      | \$1,292,625.45 |
| 78     | 11/20/2025   | \$18,466.08 | 2,843.78 | \$21,309.86 |      | \$1,274,159.37 |

## FIRST DISTRICT DEBT SERVICE SEPTEMBER 16, 2011 ISSUE

loan 2,808,312.19 Balance as of Beginning of Period 6/20/2019  
 Less Credit (93,798.58)  
 Loan 2,714,513.61 Balance as of Beginning Period 6/20/2019 after interest credit.  
 periods 147 Months remaining after 10/20/2015  
 rate 2.64% Refunded Bond rate

Rate on 12.25 Year Bond June 20 2019 (147 remaining periods after 5/20/2019) 2.64%  
 Balance as of 6/20/2019 After Interest Credit 2,714,513.61

|        |              |             |          |             |      | Balance        |
|--------|--------------|-------------|----------|-------------|------|----------------|
| Period | Payment Date | Principal   | Interest | Payment     | Loan | \$2,714,513.61 |
| 79     | 12/20/2025   | \$18,466.08 | 2,803.15 | \$21,269.23 |      | \$1,255,693.29 |
| 80     | 1/20/2026    | \$18,466.08 | 2,762.53 | \$21,228.61 |      | \$1,237,227.21 |
| 81     | 2/20/2026    | \$18,466.08 | 2,721.90 | \$21,187.98 |      | \$1,218,761.13 |
| 82     | 3/20/2026    | \$18,466.08 | 2,681.27 | \$21,147.35 |      | \$1,200,295.05 |
| 83     | 4/20/2026    | \$18,466.08 | 2,640.65 | \$21,106.73 |      | \$1,181,828.97 |
| 84     | 5/20/2026    | \$18,466.08 | 2,600.02 | \$21,066.10 |      | \$1,163,362.89 |
| 85     | 6/20/2026    | \$18,466.08 | 2,559.40 | \$21,025.48 |      | \$1,144,896.81 |
| 86     | 7/20/2026    | \$18,466.08 | 2,518.77 | \$20,984.85 |      | \$1,126,430.73 |
| 87     | 8/20/2026    | \$18,466.08 | 2,478.15 | \$20,944.23 |      | \$1,107,964.65 |
| 88     | 9/20/2026    | \$18,466.08 | 2,437.52 | \$20,903.60 |      | \$1,089,498.57 |
| 89     | 10/20/2026   | \$18,466.08 | 2,396.90 | \$20,862.98 |      | \$1,071,032.49 |
| 90     | 11/20/2026   | \$18,466.08 | 2,356.27 | \$20,822.35 |      | \$1,052,566.41 |
| 91     | 12/20/2026   | \$18,466.08 | 2,315.65 | \$20,781.73 |      | \$1,034,100.33 |
| 92     | 1/20/2027    | \$18,466.08 | 2,275.02 | \$20,741.10 |      | \$1,015,634.25 |
| 93     | 2/20/2027    | \$18,466.08 | 2,234.40 | \$20,700.48 |      | \$997,168.17   |
| 94     | 3/20/2027    | \$18,466.08 | 2,193.77 | \$20,659.85 |      | \$978,702.09   |
| 95     | 4/20/2027    | \$18,466.08 | 2,153.14 | \$20,619.22 |      | \$960,236.01   |
| 96     | 5/20/2027    | \$18,466.08 | 2,112.52 | \$20,578.60 |      | \$941,769.93   |
| 97     | 6/20/2027    | \$18,466.08 | 2,071.89 | \$20,537.97 |      | \$923,303.85   |
| 98     | 7/20/2027    | \$18,466.08 | 2,031.27 | \$20,497.35 |      | \$904,837.77   |
| 99     | 8/20/2027    | \$18,466.08 | 1,990.64 | \$20,456.72 |      | \$886,371.69   |
| 100    | 9/20/2027    | \$18,466.08 | 1,950.02 | \$20,416.10 |      | \$867,905.61   |
| 101    | 10/20/2027   | \$18,466.08 | 1,909.39 | \$20,375.47 |      | \$849,439.53   |
| 102    | 11/20/2027   | \$18,466.08 | 1,868.77 | \$20,334.85 |      | \$830,973.45   |
| 103    | 12/20/2027   | \$18,466.08 | 1,828.14 | \$20,294.22 |      | \$812,507.37   |
| 104    | 1/20/2028    | \$18,466.08 | 1,787.52 | \$20,253.60 |      | \$794,041.29   |
| 105    | 2/20/2028    | \$18,466.08 | 1,746.89 | \$20,212.97 |      | \$775,575.21   |
| 106    | 3/20/2028    | \$18,466.08 | 1,706.27 | \$20,172.35 |      | \$757,109.13   |
| 107    | 4/20/2028    | \$18,466.08 | 1,665.64 | \$20,131.72 |      | \$738,643.05   |
| 108    | 5/20/2028    | \$18,466.08 | 1,625.01 | \$20,091.09 |      | \$720,176.97   |
| 109    | 6/20/2028    | \$18,466.08 | 1,584.39 | \$20,050.47 |      | \$701,710.89   |
| 110    | 7/20/2028    | \$18,466.08 | 1,543.76 | \$20,009.84 |      | \$683,244.81   |
| 111    | 8/20/2028    | \$18,466.08 | 1,503.14 | \$19,969.22 |      | \$664,778.73   |
| 112    | 9/20/2028    | \$18,466.08 | 1,462.51 | \$19,928.59 |      | \$646,312.65   |
| 113    | 10/20/2028   | \$18,466.08 | 1,421.89 | \$19,887.97 |      | \$627,846.57   |
| 114    | 11/20/2028   | \$18,466.08 | 1,381.26 | \$19,847.34 |      | \$609,380.49   |
| 115    | 12/20/2028   | \$18,466.08 | 1,340.64 | \$19,806.72 |      | \$590,914.41   |
| 116    | 1/20/2029    | \$18,466.08 | 1,300.01 | \$19,766.09 |      | \$572,448.33   |
| 117    | 2/20/2029    | \$18,466.08 | 1,259.39 | \$19,725.47 |      | \$553,982.25   |

# FIRST DISTRICT DEBT SERVICE SEPTEMBER 16, 2011 ISSUE

loan 2,808,312.19 Balance as of Beginning of Period 6/20/2019  
 Less Credit (93,798.58)  
 Loan 2,714,513.61 Balance as of Beginning Period 6/20/2019 after interest credit.  
 periods 147 Months remaining after 10/20/2015  
 rate 2.64% Refunded Bond rate

Rate on 12.25 Year Bond June 20 2019 (147 remaining periods after 5/20/2019) 2.64%  
 Balance as of 6/20/2019 After Interest Credit 2,714,513.61

| Period | Payment Date | Principal      | Interest     | Payment        | Loan | Balance        |
|--------|--------------|----------------|--------------|----------------|------|----------------|
|        |              |                |              |                |      | \$2,714,513.61 |
| 118    | 3/20/2029    | \$18,466.08    | 1,218.76     | \$19,684.84    |      | \$535,516.17   |
| 119    | 4/20/2029    | \$18,466.08    | 1,178.14     | \$19,644.22    |      | \$517,050.09   |
| 120    | 5/20/2029    | \$18,466.08    | 1,137.51     | \$19,603.59    |      | \$498,584.01   |
| 121    | 6/20/2029    | \$18,466.08    | 1,096.88     | \$19,562.96    |      | \$480,117.93   |
| 122    | 7/20/2029    | \$18,466.08    | 1,056.26     | \$19,522.34    |      | \$461,651.85   |
| 123    | 8/20/2029    | \$18,466.08    | 1,015.63     | \$19,481.71    |      | \$443,185.77   |
| 124    | 9/20/2029    | \$18,466.08    | 975.01       | \$19,441.09    |      | \$424,719.69   |
| 125    | 10/20/2029   | \$18,466.08    | 934.38       | \$19,400.46    |      | \$406,253.61   |
| 126    | 11/20/2029   | \$18,466.08    | 893.76       | \$19,359.84    |      | \$387,787.53   |
| 127    | 12/20/2029   | \$18,466.08    | 853.13       | \$19,319.21    |      | \$369,321.45   |
| 128    | 1/20/2030    | \$18,466.08    | 812.51       | \$19,278.59    |      | \$350,855.37   |
| 129    | 2/20/2030    | \$18,466.08    | 771.88       | \$19,237.96    |      | \$332,389.29   |
| 130    | 3/20/2030    | \$18,466.08    | 731.26       | \$19,197.34    |      | \$313,923.21   |
| 131    | 4/20/2030    | \$18,466.08    | 690.63       | \$19,156.71    |      | \$295,457.13   |
| 132    | 5/20/2030    | \$18,466.08    | 650.01       | \$19,116.09    |      | \$276,991.05   |
| 133    | 6/20/2030    | \$18,466.08    | 609.38       | \$19,075.46    |      | \$258,524.97   |
| 134    | 7/20/2030    | \$18,466.08    | 568.75       | \$19,034.83    |      | \$240,058.89   |
| 135    | 8/20/2030    | \$18,466.08    | 528.13       | \$18,994.21    |      | \$221,592.81   |
| 136    | 9/20/2030    | \$18,466.08    | 487.50       | \$18,953.58    |      | \$203,126.73   |
| 137    | 10/20/2030   | \$18,466.08    | 446.88       | \$18,912.96    |      | \$184,660.65   |
| 138    | 11/20/2030   | \$18,466.08    | 406.25       | \$18,872.33    |      | \$166,194.57   |
| 139    | 12/20/2030   | \$18,466.08    | 365.63       | \$18,831.71    |      | \$147,728.49   |
| 140    | 1/20/2031    | \$18,466.08    | 325.00       | \$18,791.08    |      | \$129,262.41   |
| 141    | 2/20/2031    | \$18,466.08    | 284.38       | \$18,750.46    |      | \$110,796.33   |
| 142    | 3/20/2031    | \$18,466.08    | 243.75       | \$18,709.83    |      | \$92,330.25    |
| 143    | 4/20/2031    | \$18,466.08    | 203.13       | \$18,669.21    |      | \$73,864.17    |
| 144    | 5/20/2031    | \$18,466.08    | 162.50       | \$18,628.58    |      | \$55,398.09    |
| 145    | 6/20/2031    | \$18,466.08    | 121.88       | \$18,587.96    |      | \$36,932.01    |
| 146    | 7/20/2031    | \$18,466.08    | 81.25        | \$18,547.33    |      | \$18,465.93    |
| 147    | 8/20/2031    | \$18,465.93    | 40.63        | \$18,506.56    |      | \$0.00         |
| Total  |              | \$2,714,513.61 | \$441,922.79 | \$3,156,436.40 |      | \$0.00         |

RESOLUTION MAKING APPROPRIATIONS FOR VARIOUS  
PUBLIC IMPROVEMENTS AGGREGATING \$52,508,000 FOR  
THE 2019-2020 CAPITAL BUDGET AND AUTHORIZING THE  
ISSUANCE OF \$52,508,000 GENERAL OBLIGATION BONDS  
OF THE CITY TO MEET CERTAIN APPROPRIATIONS IN THE  
2019-2020 CAPITAL BUDGET.

**RESOLVED:**

**Section 1.** Appropriations aggregating \$52,508,000 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 \$52,508,000 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 Director of Finance 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 Director of Finance, bear the City seal or a facsimile thereof, be payable at a bank or trust company designated by the Director of Finance, 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 Pullman & Comley, LLC, Attorneys at Law. 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 proscribed 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 Director of Finance, 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 Director of Finance 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 Finance Director, subject to the final approval by the Committee. The Mayor and the Director of Finance 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 Director of Finance 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 Director of Finance, be executed in the name of the City by the manual or facsimile signatures of the Mayor and the Director of Finance, have the City seal or a facsimile thereof affixed, be certified by a bank or trust company designated by the Director of Finance, and be approved as to their legality by Pullman & Comley, LLC as bond counsel. Such notes shall be issued with maturity dates which comply with the provisions of the Connecticut General Statutes governing the issuance of such notes, as the same may be amended from time to time. The notes shall be general obligations of the City and each of the notes shall recite that every requirement of law relating to its issue has been duly complied with, that such note is within every debt and other limit prescribed by law, and that the full faith and credit of the City are pledged to the payment of the principal thereof and the interest thereon. The net interest cost on such notes, including renewals thereof, and the expense of preparing, issuing and marketing them, to the extent paid from the proceeds of such renewals or said bonds, shall be included as a cost of the capital improvements for the financing of which said notes were issued. Upon the sale of the bonds, the proceeds thereof, to the extent required, shall be applied forthwith to the payment of the principal of and the interest on any such notes then outstanding or shall be deposited with a bank or trust company in trust for such purpose.

**Section 6.** In connection with the issuance of any bonds or notes authorized herein, the City may exercise any power delegated to municipalities pursuant to Section 7-370b, as may be approved and executed by the Mayor and the Director of Finance, 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 Director of Finance shall determine. The Mayor and Director of Finance 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, Director of Finance 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) above. 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, Title 26 (the "Regulations"), to reimburse expenditures paid sixty days prior to and any time after the date of passage of this resolution 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 Director of Finance or his designee is authorized to pay project expenses in accordance herewith pending the issuance of Tax Exempt Obligations. The Director of Finance 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 Director of Finance are hereby authorized, on behalf of the City, to enter into agreements or otherwise covenant for the benefit of bondholders 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 Director of Finance 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.



**EXHIBIT A**  
**2019-2020 CAPITAL BUDGET APPROPRIATIONS**

|                                          | <u>Amount</u> | <u>Subtotal</u>     |
|------------------------------------------|---------------|---------------------|
| <b>WATER POLLUTION CONTROL AUTHORITY</b> |               |                     |
| Collection System Rehabilitation         | \$3,000,000   |                     |
| Pump Station Upgrade                     | 2,700,000     |                     |
| <b>SUBTOTAL WPCA</b>                     |               | <b>\$5,700,000</b>  |
| <b>BOARD OF EDUCATION</b>                |               |                     |
| Jefferson School                         | \$9,000,000   |                     |
| Columbus School                          | 9,000,000     |                     |
| Facilities Master Plan Implementation    | 2,675,000     |                     |
| BMHS Marine Sciences Pathway Renovation  | 215,000       |                     |
| Air Conditioning Program                 | 500,000       |                     |
| Instructional Technology                 | 517,000       |                     |
| Curriculum Materials & Textbooks         | 459,000       |                     |
| Capital Repairs and Replacements         | 200,000       |                     |
| Rowayton Asbestos Abatement              | 133,000       |                     |
| Furniture & Equipment                    | 160,000       |                     |
| BMHS IAQ Recommendations                 | 150,000       |                     |
| Kendall Media Center                     | 100,000       |                     |
| District Paving & Concrete               | 350,000       |                     |
| Energy Conservation Program              | 110,000       |                     |
| <b>SUBTOTAL BOARD OF EDUCATION</b>       |               | <b>\$23,569,000</b> |
| <b>RECREATION &amp; PARKS</b>            |               |                     |
| Vehicles                                 | \$ 110,000    |                     |
| Basketball & Tennis Courts               | 550,000       |                     |
| School & Park Playgrounds                | 45,000        |                     |
| Cranbury Park/Gallaher Estate            | 200,000       |                     |
| Calf Pasture Beach                       | 95,000        |                     |
| Irving Freese Park                       | 220,000       |                     |
| Nathan Hale Athletic Com                 | 175,000       |                     |
| Broad River Baseball Complex             | 95,000        |                     |
| Tree Planting                            | 50,000        |                     |
| West Rocks Soccer Complex                | 1,500,000     |                     |
| Backstop and Fencing                     | 50,000        |                     |
| Paving Sidewalk Project                  | 25,000        |                     |
| Open Space Fund                          | 50,000        |                     |
| Turf Softball                            | 45,000        |                     |
| <b>SUBTOTAL RECREATION &amp; PARKS</b>   |               | <b>\$3,210,000</b>  |

**POLICE / COMBINED DISPATCH**

|                       |           |
|-----------------------|-----------|
| Scuba Dry Suits       | \$ 15,000 |
| Animal Control Van    | 38,000    |
| Communication Console | 890,000   |

**SUBTOTAL POLICE / COMBINED DISPATCH****\$943,000****FIRE**

|                                    |             |
|------------------------------------|-------------|
| Apparatus Replacement              | \$1,350,000 |
| Portable Radio Upgrade             | 411,000     |
| Building Repairs Various Stations  | 35,000      |
| Air Compressor                     | 13,000      |
| Security Cameras & Intercom System | 21,000      |

**SUBTOTAL FIRE****\$1,830,000****OPERATIONS & PUBLIC WORKS**

|                                               |           |
|-----------------------------------------------|-----------|
| Structural Inspections & Repairs              | \$ 35,000 |
| West Cedar Bridge                             | 300,000   |
| Fleet Replacement                             | 900,000   |
| Pavement Management Program                   | 5,000,000 |
| Sidewalks & Curbing - Citywide                | 650,000   |
| Footpath Replacement                          | 100,000   |
| General Drainage                              | 250,000   |
| Norwalk River Flood Control                   | 50,000    |
| City Hall Repairs & Improvements              | 400,000   |
| Various City Buildings - Gen. Capital Repairs | 50,000    |
| Energy Conservation Various Locations         | 25,000    |
| Branch Library                                | 20,000    |
| Main Library Repairs and Improvements         | 40,000    |
| Nathaniel Ely                                 | 94,000    |
| Police Facilities                             | 100,000   |
| Ben Franklin                                  | 190,000   |
| Health Department                             | 30,000    |
| Safety Ladders                                | 15,000    |
| Tree Planting General                         | 50,000    |
| East Avenue Reconstruction                    | 1,500,000 |
| LED Street Light Conversion                   | 75,000    |

**SUBTOTAL OPERATIONS & PUBLIC WORKS****\$9,874,000****TRANSPORTATION, MOBILITY AND PARKING**

|                               |           |
|-------------------------------|-----------|
| Traffic Signal Replacement    | \$400,000 |
| Artistic Crosswalk Signs      | 25,000    |
| Safe Routes to School Project | 225,000   |
| New Sidewalk Construction     | 50,000    |
| Pavement Markings for Bikes   | 25,000    |
| Fleet Equipment               | 150,000   |

**SUBTOTAL TRANSPORTATION, MOBILITY AND PARKING****\$875,000**

|                                               |             |                     |
|-----------------------------------------------|-------------|---------------------|
| <b>PARKING AUTHORITY</b>                      |             |                     |
| Parking Facilities                            | \$1,558,000 |                     |
| <b>SUBTOTAL PARKING AUTHORITY</b>             |             | <b>\$1,558,000</b>  |
| <b>LIBRARY</b>                                |             |                     |
| 1. GNLV Abatement/Renovation                  | \$ 96,000   |                     |
| 2. SONO Branch Repurposing                    | 50,000      |                     |
| 3. Book Drop                                  | 12,000      |                     |
| 4. Norwalk Newspaper Digitization             | 10,000      |                     |
| 5. Main Library Parking & Expansion           | 450,000     |                     |
| <b>SUBTOTAL LIBRARY</b>                       |             | <b>\$618,000</b>    |
| <b>HISTORICAL COMMISSION</b>                  |             |                     |
| ADA Access Mill Hill                          | \$ 80,000   |                     |
| L- M Mansion Roof Repair                      | 133,000     |                     |
| L-M Mansion Code & Repairs                    | 2,500,000   |                     |
| <b>SUBTOTAL HISTORICAL COMMISSION</b>         |             | <b>\$2,713,000</b>  |
| <b>REDEVELOPMENT</b>                          |             |                     |
| 1. Affordable Housing                         | \$250,000   |                     |
| 2. Urban Core Infrastructure Projects         | 250,000     |                     |
| 3. Waterfront Public Access                   | 250,000     |                     |
| 4. Façade Improvements Redev                  | 125,000     |                     |
| <b>SUBTOTAL REDEVELOPMENT</b>                 |             | <b>\$875,000</b>    |
| <b>INFORMATION TECHNOLOGY</b>                 |             |                     |
| CITYWIDE TECHNOLOGY PROJECTS                  | \$592,000   |                     |
| <b>SUBTOTAL INFORMATION TECHNOLOGY</b>        |             | <b>\$592,000</b>    |
| <b>HUMAN RELATIONS AND FAIR RENT</b>          |             |                     |
| ADA COMPLIANCE                                | \$151,000   |                     |
| <b>SUBTOTAL HUMAN RELATIONS AND FAIR RENT</b> |             | <b>\$151,000</b>    |
|                                               |             | <b>\$52,508,000</b> |

**EXHIBIT B**  
**2019-2020 CAPITAL BUDGET BONDING**

|                                          | <u>Amount</u> | <u>Subtotal</u>     |
|------------------------------------------|---------------|---------------------|
| <b>WATER POLLUTION CONTROL AUTHORITY</b> |               |                     |
| Collection System Rehabilitation         | \$3,000,000   |                     |
| Pump Station Upgrade                     | 2,700,000     |                     |
| <b>SUBTOTAL WPCA</b>                     |               | <b>\$5,700,000</b>  |
| <b>BOARD OF EDUCATION</b>                |               |                     |
| Jefferson School                         | \$9,000,000   |                     |
| Columbus School                          | 9,000,000     |                     |
| Facilities Master Plan Implementation    | 2,675,000     |                     |
| BMHS Marine Sciences Pathway Renovation  | 215,000       |                     |
| Air Conditioning Program                 | 500,000       |                     |
| Instructional Technology                 | 517,000       |                     |
| Curriculum Materials & Textbooks         | 459,000       |                     |
| Capital Repairs and Replacements         | 200,000       |                     |
| Rowayton Asbestos Abatement              | 133,000       |                     |
| Furniture & Equipment                    | 160,000       |                     |
| BMHS IAQ Recommendations                 | 150,000       |                     |
| Kendall Media Center                     | 100,000       |                     |
| District Paving & Concrete               | 350,000       |                     |
| Energy Conservation Program              | 110,000       |                     |
| <b>SUBTOTAL BOARD OF EDUCATION</b>       |               | <b>\$23,569,000</b> |
| <b>RECREATION &amp; PARKS</b>            |               |                     |
| Vehicles                                 | \$ 110,000    |                     |
| Basketball & Tennis Courts               | 550,000       |                     |
| School & Park Playgrounds                | 45,000        |                     |
| Cranbury Park/Gallaher Estate            | 200,000       |                     |
| Calf Pasture Beach                       | 95,000        |                     |
| Irving Freese Park                       | 220,000       |                     |
| Nathan Hale Athletic Com                 | 175,000       |                     |
| Broad River Baseball Complex             | 95,000        |                     |
| Tree Planting                            | 50,000        |                     |
| West Rocks Soccer Complex                | 1,500,000     |                     |
| Backstop and Fencing                     | 50,000        |                     |
| Paving Sidewalk Project                  | 25,000        |                     |
| Open Space Fund                          | 50,000        |                     |
| Turf Softball                            | 45,000        |                     |
| <b>SUBTOTAL RECREATION &amp; PARKS</b>   |               | <b>\$3,210,000</b>  |

**POLICE / COMBINED DISPATCH**

|                       |           |
|-----------------------|-----------|
| Scuba Dry Suits       | \$ 15,000 |
| Animal Control Van    | 38,000    |
| Communication Console | 890,000   |

|                                            |                  |
|--------------------------------------------|------------------|
| <b>SUBTOTAL POLICE / COMBINED DISPATCH</b> | <b>\$943,000</b> |
|--------------------------------------------|------------------|

**FIRE**

|                                    |             |
|------------------------------------|-------------|
| Apparatus Replacement              | \$1,350,000 |
| Portable Radio Upgrade             | 411,000     |
| Building Repairs Various Stations  | 35,000      |
| Air Compressor                     | 13,000      |
| Security Cameras & Intercom System | 21,000      |

|                      |                    |
|----------------------|--------------------|
| <b>SUBTOTAL FIRE</b> | <b>\$1,830,000</b> |
|----------------------|--------------------|

**OPERATIONS & PUBLIC WORKS**

|                                               |           |
|-----------------------------------------------|-----------|
| Structural Inspections & Repairs              | \$ 35,000 |
| West Cedar Bridge                             | 300,000   |
| Fleet Replacement                             | 900,000   |
| Pavement Management Program                   | 5,000,000 |
| Sidewalks & Curbing - Citywide                | 650,000   |
| Footpath Replacement                          | 100,000   |
| General Drainage                              | 250,000   |
| Norwalk River Flood Control                   | 50,000    |
| City Hall Repairs & Improvements              | 400,000   |
| Various City Buildings - Gen. Capital Repairs | 50,000    |
| Energy Conservation Various Locations         | 25,000    |
| Branch Library                                | 20,000    |
| Main Library Repairs and Improvements         | 40,000    |
| Nathaniel Ely                                 | 94,000    |
| Police Facilities                             | 100,000   |
| Ben Franklin                                  | 190,000   |
| Health Department                             | 30,000    |
| Safety Ladders                                | 15,000    |
| Tree Planting General                         | 50,000    |
| East Avenue Reconstruction                    | 1,500,000 |
| LED Street Light Conversion                   | 75,000    |

|                                               |                    |
|-----------------------------------------------|--------------------|
| <b>SUBTOTAL OPERATIONS &amp; PUBLIC WORKS</b> | <b>\$9,874,000</b> |
|-----------------------------------------------|--------------------|

**TRANSPORTATION, MOBILITY AND PARKING**

|                               |           |
|-------------------------------|-----------|
| Traffic Signal Replacement    | \$400,000 |
| Artistic Crosswalk Signs      | 25,000    |
| Safe Routes to School Project | 225,000   |
| New Sidewalk Construction     | 50,000    |
| Pavement Markings for Bikes   | 25,000    |
| Fleet Equipment               | 150,000   |

|                                                      |                  |
|------------------------------------------------------|------------------|
| <b>SUBTOTAL TRANSPORTATION, MOBILITY AND PARKING</b> | <b>\$875,000</b> |
|------------------------------------------------------|------------------|

|                                               |             |                     |
|-----------------------------------------------|-------------|---------------------|
| <b>PARKING AUTHORITY</b>                      |             |                     |
| Parking Facilities                            | \$1,558,000 |                     |
| <b>SUBTOTAL PARKING AUTHORITY</b>             |             | <b>\$1,558,000</b>  |
| <b>LIBRARY</b>                                |             |                     |
| 1. GNLV Abatement/Renovation                  | \$ 96,000   |                     |
| 2. SONO Branch Repurposing                    | 50,000      |                     |
| 3. Book Drop                                  | 12,000      |                     |
| 4. Norwalk Newspaper Digitization             | 10,000      |                     |
| 5. Main Library Parking & Expansion           | 450,000     |                     |
| <b>SUBTOTAL LIBRARY</b>                       |             | <b>\$618,000</b>    |
| <b>HISTORICAL COMMISSION</b>                  |             |                     |
| ADA Access Mill Hill                          | \$ 80,000   |                     |
| L- M Mansion Roof Repair                      | 133,000     |                     |
| L-M Mansion Code & Repairs                    | 2,500,000   |                     |
| <b>SUBTOTAL HISTORICAL COMMISSION</b>         |             | <b>\$2,713,000</b>  |
| <b>REDEVELOPMENT</b>                          |             |                     |
| 1. Affordable Housing                         | \$250,000   |                     |
| 2. Urban Core Infrastructure Projects         | 250,000     |                     |
| 3. Waterfront Public Access                   | 250,000     |                     |
| 4. Façade Improvements Redev                  | 125,000     |                     |
| <b>SUBTOTAL REDEVELOPMENT</b>                 |             | <b>\$875,000</b>    |
| <b>INFORMATION TECHNOLOGY</b>                 |             |                     |
| CITYWIDE TECHNOLOGY PROJECTS                  | \$592,000   |                     |
| <b>SUBTOTAL INFORMATION TECHNOLOGY</b>        |             | <b>\$592,000</b>    |
| <b>HUMAN RELATIONS AND FAIR RENT</b>          |             |                     |
| ADA COMPLIANCE                                | \$151,000   |                     |
| <b>SUBTOTAL HUMAN RELATIONS AND FAIR RENT</b> |             | <b>\$151,000</b>    |
|                                               |             | <b>\$52,508,000</b> |

## *City Capital Project Closures*

| <b>Account</b> | <b>Description</b>             | <b>Balance</b>   |
|----------------|--------------------------------|------------------|
| 09066410C0281  | DREDGING                       | 58,275           |
| 09096410C0460  | NORWALK HARBOR DREDGING        | 278,579          |
| 09074021C0409  | INTERSTATE 95 WIDENING 102-278 | 12,664           |
| 09144021C0349  | CITY BUILDING SIDEWALK         | 50,000           |
| 09094027C0395  | KEELER BROOK DRAINAGE IMPROVE  | 423,444          |
| 09154021C0405  | WASHINGTON ST, WATER, MLK      | 25,358           |
| 09104031C0037  | GEOGRAPHIC INFO SYSTEM         | 6,834            |
| 09114021C0481  | CRESCENT ST WALL REHAB         | 13,832           |
| 09096030C0454  | TESTA FIELD                    | 259              |
| 09116030C0487  | NATHAN HALE FIELDS             | 219              |
| 09126030C0499  | 50 WASHINGTON ST PLAZA         | 956              |
| 09166030C0366  | CRANBURY PARK/GALLAGHER ESTATE | 247              |
| 09166030C0575  | ROWAYTON COMMUNITY DOCKS       | 4,992            |
| 09186030C0367  | VET PARK                       | 317,823          |
| 09143010C0107  | PRISONER VAN                   | 15,052           |
| 09133010C0436  | REPLACEMENT OF FIREARMS        | 566              |
| 09163010C0559  | TACTICAL EQUIPMENT             | 551              |
| 09123110C0466  | NEW FIRE HEADQUARTERS          | 644              |
| 09133110C0510  | STATION REPAIR STUDY           | 210              |
| 09183110C0385  | BUILDING REPAIRS VARE STA      | 318              |
| 09127100C0147  | ROOSEVELT SENIOR CENTER        | 3,744            |
| 09127100C0266  | NATHANIEL ELY                  | 432              |
| 09157100C0543  | VAR BLDG: ENVIRONMENTAL REMED  | 140              |
| 09167100C0137  | POLICE HEADQUARTERS            | 1,203,353        |
| 09177100C0594  | ALTERNATIVE ENERGY INSTALLATIO | 20,000           |
| 09176210C0590  | LIBRARY NORTH ENTRYWAY         | 45,838           |
| 09156210C0548  | NORWALK NEWSPAPER DIGITIZATION | 40               |
| <b>Total</b>   |                                | <b>2,484,369</b> |