

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

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

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I. ROLL CALL

II. ACCEPTANCE OF MINUTES

Regular Meeting: April 11, 2023

III. PUBLIC PARTICIPATION

IV. MAYOR

A. RESIGNATIONS AND APPOINTMENTS

RESIGNATIONS:

APPOINTMENTS: David Pramer, Pension Board of Trustees
Chapin D. Bryce, Planning and Zoning Commission, Alternate

REAPPOINTMENTS:

MAYOR'S REMARKS:

V. COUNCIL PRESIDENT

A. GENERAL COUNCIL BUSINESS:

RESIGNATION AND APPOINTMENTS

RESIGNATIONS:

APPOINTMENTS:

REAPPOINTMENTS:

B. CONSENT CALENDAR:

VI. REPORTS: DEPARTMENTS, BOARDS AND COMMISSIONS

A. CORPORATION COUNSEL

1. Authorization for discussion: Settlement: Van Tassle Court LLC v. City of Norwalk – Claim No. A10306

EXECUTIVE SESSION

VII. COMMON COUNCIL COMMITTEES

A. FINANCE AND CLAIMS COMMITTEE

1. Claims Committee: April 2023.
2. Narrative on Tax Collections dated April 2023 – Receive Report and discuss.
3. Monthly Tax Collector's Reports dated March 2023 – Receive Report and discuss.
4. Authorize the Purchasing Agent to issue Purchase Order to Gov Connection, Inc. for 3 CISCO Core Switches for a total amount not to exceed \$110,721.77.
Account No. 09201370 5777 C0375
5. Authorize the Purchasing Agent to issue Purchase Order to Gov Connection, Inc. for Palo Alto Firewall for a total amount not to exceed \$154,274.58.
Account No. 09201370 5777 C0375
6. Authorize the Mayor, Harry W. Rilling, to enter into contract with Security 101 – Connecticut for Veteran's Park Camera System installation amount not to exceed \$68,949.
Account No. 361370 5724 G0001 (\$51, 711.75)
09201370 5777 C0375 (\$17, 237.25)
7. Authorize the Mayor, Harry W. Rilling, to execute a contract with EnviroMed Services for assistance in complying with the OSHA Hazardous Communications Standard for the Department of Public Works, Oak Hills Golf Course, Norwalk Police Department and Norwalk Fire Department, respectively, for a period beginning on 5/1/2023 through 5/1/2024 and total annual cost not to exceed \$70,750.
Account No. 161344 5258

8. Discuss and approve FY 2023-2024 Parking Authority Budget.
9. Discuss and Approve FY 2023-2024 Water Pollution Authority Budget.
10. Appointment of Auditors to audit Fiscal Year 2023.

B. RECREATION, PARKS & CULTURAL AFFAIRS COMMITTEE

1. Authorize the Mayor, Harry W. Rilling, to enter into an agreement with The Tiny Miracles Foundation for the use of Cranbury Park and immediate surrounding grounds for their Family Fun Day to be held on Sunday, May 7, 2023, from 11:00 AM to 2:00 PM. Set-up time to begin at 9:00 AM with tear-down 2:15 PM. Approximately 200-250 people.
2. Authorize the Mayor, Harry W. Rilling, to enter into an agreement with the Norwalk Bike/Walk Commission for the use of Roadway within Calf Pasture Beach Park and immediate surrounding grounds for their Calf Pasture Beach Open Street to be held on Saturday, May 13, 2023, from 9:00 AM to 1:00 PM. Set-up time to begin at 7:00 AM with tear-down by 2:00 PM. Approximately 250 people.
3. Authorize the Mayor, Harry W. Rilling, to enter into an agreement with the Military and Veterans Liaison Committee for the use of Veterans Park and immediate surrounding grounds for their Veterans Memorial Ceremony event to be held on Sunday, May 21, 2023, from 12:30 PM to 2:00 PM. Set-up time to begin at 7:00 AM with tear-down at 2:30 PM. Approximately 100 people.
4. Authorize the Mayor, Harry W. Rilling, to enter into an agreement with the Military and Veterans Liaison Committee for the use of Veterans Park and immediate surrounding grounds for their Memorial Day Parade event to be held on Monday, May 29, 2023, from 10:00 AM to 11:30 AM. Set-up time to begin at 6:30 AM with tear-down at 12:00 PM. Approximately 500 people.
5. Technical Correction: Approve the use of Oyster Shell Park and immediate surrounding grounds by NICE, Inc. for their seventh annual NICE Festival event to be held on Saturday, July 8, 2023, from 11:00 AM to 10:00 PM. Set-up to begin on Friday, July 7, 2023, at 6:00 AM with tear-down on Monday, July 10, 2023, by 10:00 PM. Approximately 500+ people.
6. Authorize the Mayor, Harry W. Rilling, to enter into an agreement with Ted Thomas Dance Foundation for the use of Calf Pasture Beach and immediate surrounding grounds for their Fairfield County Dance Festival to be held on Wednesday, July 12, 2023, from 6:30 PM to 8:30 PM. Set-up time to begin at 8:00 AM with tear-down at 9:00 PM. Rain Date: Wednesday, July 26, 2023. Approximately 200 people.

7. Authorize the Mayor, Harry W. Rilling, to enter into an agreement with the National Marine Manufacturers Association for the use of Calf Pasture Beach, Shady Beach, Marvin School sites, Taylor Farm, and immediate surrounding grounds for their 2023 Norwalk Boat Show to be held from Thursday, September 21 to Sunday, September 24, 2023, from 10:00 AM to 7:00 PM, Friday to Saturday, and 10:00 AM to 5:00 PM on Sunday. Set-up time to begin on Thursday, September 21 with tear-down at 5:30 PM on Sunday. Approximately 15,000+ people.
8. Authorize the Mayor, Harry W. Rilling, to enter into an agreement with Mountain Workshop for the use of Calf Pasture Beach and immediate surrounding grounds for their Team Building Positive School Climate Programs to be held on Friday, September 29, 2023, from 8:00 AM to 3:00 PM. Set-up time to begin at 7:00 AM with tear-down at 4:00 PM. Approximately 180 people.
9. Authorize the Purchasing Agent to issue a purchase order for the sole source purchase of a 2023 Ford Transit Cargo Van for a price not to exceed \$59,274.50, off State Contract # 19PSX0161.
Account No. 0921 6030/0923 6030 5777 C0486
10. Authorize the Purchasing Agent to issue a purchase order for the sole source purchase of the installation of additional play equipment at Ludlow Park by M. E. O'Brien & Sons for a price not to exceed \$254,045.75.
Account No. 0923 6030 5796 C0832
11. Approve the use of Veterans Park visitors dock by the US Fish and Wildlife Service to dock its research vessel during the summer of 2023.
12. Approve the Department of Recreation and Parks fees and charges schedule as presented.
13. Authorize the Mayor, Harry W. Rilling, to extend the contract with LAZ Parking LTD. For parking enforcement services at Calf Pasture Beach, Shady Beach, Taylor Farm, Veteran's Park, and Cranbury Park through October 15, 2024, for an amount not to exceed \$210,575.00.
Account No. 014153 5298

C. COMMUNITY SERVICES COMMITTEE

1. Authorize the Mayor, Harry W. Rilling, to execute any and all agreements, documents, instruments, or amendments as may be necessary to apply for and accept the School Readiness Grant which includes the Quality Enhancement Grant for the period July 1, 2023, to June 30, 2024.

D. PUBLIC WORKS COMMITTEE

1. Authorize the Mayor, Harry W. Rilling, to enter into any and all agreements and other documents necessary to accept a sanitary sewer easement deed over 15 Oakwood Avenue, Norwalk, CT confirming easement rights set forth in certain "Easement Map Depicting Sanitary Sewer Easement over Stone Commercial Real Estate

Condominium, Norwalk, Connecticut prepared for the City of Norwalk," dated January 16, 2023, at a scale of 1" =30' prepared by Redniss & Mead.

E. ORDINANCE COMMITTEE

1. Approve proposed revisions to Chapter 73: Oak Hills Park Authority.

VIII. RESOLUTIONS FROM COMMON COUNCIL

IX. MOTIONS POSTPONED TO A SPECIFIC DATE

X. SUSPENSION OF RULES

XI. ADJOURNMENT

APPOINTMENTS

PENSION BOARD OF TRUSTEES

M/C

Nwlc Code Appendix II

DAVID PRAMER (R)

Term Expires – 09/01/2026

82 Old Saugatuck Road
Norwalk, CT 06855

PLANNING AND ZONING COMMISSION

M/C

Nwlc Code 79

CHAPIN D. BRYCE (D)

Term Expires – 01/01/2026

16 East Avenue
Norwalk, CT 06851

District A
Alternate

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EXPENDITURES AND CONTRACTS OR TO ACCEPT BIDS AND OTHER
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Mayor Rilling called the meeting to order at 7:43 p.m. and led the Assembly in reciting the Pledge of Allegiance

I. ROLL CALL

Ms. Dixon called the Roll:

Council at Large:	Mr. Gregory Burnett	Mr. Edwin Camacho
	Mr. Joshua Goldstein	Ms. Nora Niedzielski Eichner (8:03 p.m.)
	Ms. Barbara Smyth	

District A: Mr. David Heuvelman

District B: Ms. Diana Revolus Ms. Darlene Young

District C: Mr. John Kydes

District D: Ms. Heidi Alterman

District E: Mr. Thomas Livingston Ms. Lisa Shanahan

At Roll Call there were eleven (11) Common Council members present and four (4) Common Council members absent (Ms. Ayers; Ms. McMurrer; Ms. Niedzielski Eichner and Mr. Meek). A Quorum was present.

Also present were Mayor, Harry Rilling; City Clerk, Irene Dixon, and Corporation Counsel, Mario Coppola.

II. ACCEPTANCE OF MINUTES

Regular Meeting: March 28, 2023

**** MS. SHANAHAN MOVED TO APPROVE THE MINUTES**

The following corrections were made:

Page 7 - Corrections to the motion on the demolition delay ordinance were sent to Attorney Candela.

Page 6 – He asked Mr. Ireland, Chief Building Officer, if wanted to add anything, should read, He asked Mr. Ireland, Chief Building Officer, if he wanted to add anything.

**** MOTION PASSED UNANIMOUSLY**

III. PUBLIC PARTICIPATION

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

Ms. Diane Lauricella expressed her thanks for having a virtual option to attend this meeting, but said the IT department needs help. She spoke about items under the Department of Public Works and said the two recycling initiatives are very positive, but they need a more holistic approach. Under Land Use and Building Management, Ms. Lauricella addressed the Board of Education's

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request for a truck. She said they have to try harder to obtain electric options. Under Economic and Community Development, she feels they need to invest more money on alternative energy. The Main library needs much more investment. The Library needs additional parking and the public needs to know the plans for the Library.

Mr. Alex Knopp expressed this thanks to the members of the Common Council for entering into an agreement in 2017 for parking at the Library. He said they need to convert that into permanent parking. The Eagles space should not be viewed as a substitute to purchase the lot. Those spots are not a good substitute. Mr. Knopp noted the legal dispute about the property line between the Eagles and Mr. Milligan. The best permanent solution would be to give the Library permanent on site parking.

Mr. Tanner Thompson spoke about the capital budget and expressed this thanks for including walkability and livability as a priority and for including \$300,000 for transportation, mobility and traffic.

IV. MAYOR

A. RESIGNATIONS AND APPOINTMENTS

There were no resignations or appointments announced this evening.

RESIGNATIONS:

APPOINTMENTS:

REAPPOINTMENTS:

MAYOR'S REMARKS:

Mayor Rilling wished those who celebrate, a Happy Easter and a Happy Passover. He recognized April as Autism Awareness and Acceptance Month.

Mayor Rilling highlighted the groundbreaking for the Stewie the Duck Swim School. He said this is going to be a great addition to Norwalk. He announced the first kickoff event for "Teen Nights Out Initiative" to be held at the Bowling Bowlero Lanes Friday, April 14, 2023, from 7PM-9PM. Lastly, in celebration of Earth Day, the City will hold its 2nd annual "Earth Day on the Green" from 11AM-12PM on Saturday, April 22nd. In addition, the West Norwalk Neighborhood Association will hold a neighborhood clean up on April 22nd.

Ms. Niedzielski Eichner joined the meeting at 8:03 p.m.

Mr. Livingston said the Sixth Taxing District is also holding a neighborhood clean up.

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V. COUNCIL PRESIDENT

A. GENERAL COUNCIL BUSINESS:

Mr. Burnett announced that this evening's Consent Calendar was being read by Mr. Livingston.

RESIGNATION AND APPOINTMENTS

There were no resignations, appointments or reappointments announced this evening.

RESIGNATIONS:

APPOINTMENTS:

REAPPOINTMENTS:

B. CONSENT CALENDAR:

**** MR. LIVINGSTON MOVED THE FOLLOWING CONSENT CALENDAR:**

VI. REPORTS: DEPARTMENTS, BOARDS AND COMMISSIONS

A. CORPORATION COUNSEL

VII. COMMON COUNCIL COMMITTEES

A. PUBLIC WORKS COMMITTEE

1. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO ENTER INTO ANY AND ALL AGREEMENTS AND OTHER DOCUMENTS NECESSARY TO EXTEND THROUGH APRIL 24, 2024, THE MASTER MUNICIPAL AGREEMENT FOR CONSTRUCTION PROJECTS BY AND BETWEEN THE CITY OF NORWALK AND THE STATE OF CONNECTICUT, ACTING THROUGH ITS DEPARTMENT OF TRANSPORTATION ORIGINALLY EXECUTED IN APRIL 2013.

2. AUTHORIZE THE MAYOR, HARRY W. RILLING TO ENTER INTO A SUBORDINATION AGREEMENT AND SUCH OTHER DOCUMENTS INCIDENTAL THERETO WITH TOWER PLAZA ASSOCIATES LLC WITH RESPECT TO THE CITY'S SANITARY SEWER EASEMENT RECORDED IN VOLUME 479, PAGE 501 OF THE NORWALK LAND RECORDS AND IN

CONNECTION WITH TOWER PLAZA ASSOCIATES LLC'S ELUR APPLICATION TO DEEP.

3. AUTHORIZE THE PURCHASING AGENT TO ISSUE A SOLE SOURCE PURCHASE ORDER TO ABLE TOOL AND EQUIPMENT FOR A CHICAGO PNEUMATIC COMPRESSOR FOR AN AMOUNT NOT TO EXCEED \$27,049.00. ACCOUNT NO. 09 23 4031 5777 C0313

**6. AUTHORIZE THE PURCHASING AGENT TO INCREASE THE PURCHASE ORDER TO FRONTIER COMMUNICATIONS PARENT, INC. IN THE AMOUNT OF \$100,000.00 FOR THE EAST AVENUE ADVANCED UTILITY PROJECT NO. 0301-0515NP. PARTIAL FUNDING FROM CTDOT. ACCOUNT NO. 09 22 4021 5777 C0234
09 23 4021 5777 C0471
09 24 4021 5777 C0471
09 3 4021 5777 C0818**

**7. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AGREEMENT BETWEEN THE CITY OF NORWALK AND TIGHE & BOND, INC., FOR PROFESSIONAL ENGINEERING SERVICES REQUIRED FOR THE DESIGN OF THE UNDERGROUNDING OF THE ELIZABETH STREET OVERHEAD UTILITIES - PROJECT RD2023-2, FOR A SUM NOT TO EXCEED \$200,000.00. ACCOUNT NO. 09 23 4021 5777 C0819
09 24 4021 5777 C0819**

B. LAND USE AND BUILDING MANAGEMENT COMMITTEE

1A. AUTHORIZE THE PURCHASING AGENT TO ISSUE A PURCHASE ORDER TO GABRIELLI TRUCK SALES OF MILFORD, CT FOR THE PURCHASE OF A RACK BODY TRUCK TO REPLACE A DECOMMISSIONED NORWALK PUBLIC SCHOOLS' TRUCK FOR A TOTAL NOT EXCEED \$95,991.00. ACCOUNT NO. 09235010 5777 C0814

1B. AUTHORIZE THE NPS FACILITIES DEPT. TO ISSUE ADDITIONAL CHARGES FOR THE RACK BODY TRUCK FOR A TOTAL NOT TO EXCEED \$9,599.00. ACCOUNT NO. 09235010 5777 C0814

2A. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AGREEMENT WITH PAT MUNGER CONSTRUCTION COMPANY INC. FOR

**THE NATHAN HALE & WEST ROCKS MIDDLE SCHOOLS RESTROOM
RENOVATIONS PROJECT FOR A TOTAL NOT TO EXCEED \$578,000.00.
ACCOUNT NO. 09225010 5777 C0807**

**2B. AUTHORIZE BUILDING MANAGEMENT TO ISSUE CHANGE ORDERS
ON CONTRACT FOR A TOTAL NOT TO EXCEED \$57,800.00
ACCOUNT NO. 09225010 5777 C0807**

**3A. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN
AGREEMENT WITH HV CONTRACTOR CORPORATION FOR THE CITY
HALL FIRST FLOOR RESTROOMS REFURBISHMENT PROJECT FOR A
TOTAL NOT TO EXCEED \$77,000.00
ACCOUNT NO. 09237100-5777-C0439**

**3B. AUTHORIZE THE OFFICE OF BUILDING MANAGEMENT TO ISSUE
CHANGE ORDERS ON THE CONTRACT FOR A TOTAL NOT TO EXCEED
\$7,700.00.
ACCOUNT NO. 09237100-5777-C0439**

C. ECONOMIC AND COMMUNITY DEVELOPMENT COMMITTEE

**2. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO ENTER INTO A
LEASE AGREEMENT AND SUCH OTHER DOCUMENTS NECESSARY TO
LEASE THIRTY PARKING SPACES FROM NORWALK AERIE, NO. 588
FRATERNAL ORDER OF EAGLES, INC. FOR TWO YEARS FOR ANNUAL
RENT \$12,600.00 WITH THREE OPTIONS TO EXTEND THE TERM FOR A
PERIOD OF ONE YEAR EACH AT MUTUAL AGREED UPON RENT.
ACCOUNT NO. 016200 5265**

**** MOTION PASSED UNANIMOUSLY**

A. PUBLIC WORKS COMMITTEE

**** MS. SMYTH MOVED TO AUTHORIZE THE MAYOR, HARRY W. RILLING,
TO EXECUTE A NO-COST AGREEMENT BETWEEN THE CITY OF
NORWALK AND EYERECYCLE, LLC. FOR COLLECTION AND RECYCLING
OF GLASS BOTTLES AND CANS VIA POPUP EVENTS IN THE CITY OF
NORWALK.**

Ms. Smyth reviewed the item and said this is a pilot program that will make it easier for people to recycle their glass bottles and cans.

Ms. Valadares, Chief of Chief of Operations and Public Works explained that they are trying to bring more sustainability to the Cit. This and the next item are pilot programs. She described how the program will work and said that the idea that they want to bring recycling options to the neighborhoods that do not have a means to recycle. There will be a lot of outreach to the community.

Mr. Livingston commended the Department of Public works team for once again bringing these pilot programs to the City. This will help reduce the cost of waste in the City.

Ms. Young said this will bring inclusiveness to the City and expressed her appreciation for this vision.

Ms. Smyth commended Ms. Valdares for listening to the concerns around sustainability. She said they discussed not holding these events when the high schools hold their bottle and can drives.

Mayor Rilling said this is another example of the City's commitment to sustainability.

**** MOTION PASSED UNANIMOUSLY**

**** MS. SMYTH MOVED TO** Authorize the Mayor, Harry W. Rilling, to execute a no-cost Agreement between the City of Norwalk and Discover Books for placing a collection bin for used books at the Transfer Station.

Ms. Smyth reviewed the item. Ms. Valdares explained that the idea is to recycle the books and then donate some of them to schools nationwide or sell others. The ones in bad shape are recycled.

**** MOTION PASSED UNANIMOUSLY**

C. ECONOMIC AND COMMUNITY DEVELOPMENT COMMITTEE

**** MR. KYDES MOVED TO** Approve the FY2024 Capital Budget with the noted amendments.

Mr. Kydes gave a recap of the budget and said he had an opportunity to speak to the department heads. The feedback was that they will be able to achieve their goals with their allocations.

At the request of the Board of Education, \$75,000 was moved to their Montessori program and the Committee fully supported that request.

Ms. Smyth expressed her thanks for including band instruments. She noted that these programs change lives.

Mayor Rilling said that both high school bands give Norwalk nationwide recognitions and it is important to give the students the tools they need. He commended Brien McMahon for their play Chicago. He said it was amazing and felt like a Broadway show.

Mr. Heuvelman expressed his thanks for funding for the East Avenue Corridor Study.

**** MOTION PASSED UNANIMOUSLY**

IX. MOTIONS POSTPONED TO A SPECIFIC DATE

There were none this evening.

X. SUSPENSION OF RULES

**** MR. BURNETT MOVED TO SUSPEND THE RULES TO ADD AN ITEM TO THE AGENDA**

**** MOTION PASSED UNANIMOUSLY**

Due to a potential conflict of interest, Mr. Camacho and Ms. Niedzielski Eichner recused themselves and left the meeting.

**** MR. BURNETT MOVED TO AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE ANY AND ALL AGREEMENTS AND OTHER DOCUMENTS (INCLUDING THE PARTICIPATION FORMS) NECESSARY TO EFFECTUATE THE SETTLEMENT OF THE NATIONAL OPIOID LITIGATION AS TO THE FOLLOWING DEFENDANTS (OPT IN): TEVA, ALLERGAN, CVS, WALGREENS, AND WALMART. THIS IS THE BEST RESULT THAT COULD BE OBTAINED FOR THE CITY OF NORWALK**

Assistant Corporation Counsel, Brian Candela reviewed the item and said that this is part of a nationwide settlement. This agreement allows the City a guarantee of recovery under the settlement.

**** MOTION PASSED UNANIMOUSLY**

XI. ADJOURNMENT

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

**** MOTION PASSED UNANIMOUSLY**

There was no further business, and the meeting was unanimously adjourned at 8:28 p.m.

ATTEST: _____
Irene Dixon, City Clerk

Chapin D. Bryce GNFA GCFA GCFE GCIH

16 East Avenue, Norwalk, CT 06851

(802) 730-7520 | mail@chapinb.com | <https://linkedin.com/in/cdbryce>

D

PROFESSIONAL EXPERIENCE

AON, April 2022 to Present

Senior DevSecOps Engineer, January 2021 to Present

- Architecture design and review of complex cloud, hybrid, and on-premise computing infrastructure projects.
- Threat modeling and risk mitigation for enterprise applications and cloud based resources.
- Implementation of solutions to improve detection of and response to security incidents.
- Management of multiple high profile and cross team projects to increase the organizational security posture.

BLACKBERRY CYLANCE, July 2019 to April 2022

Senior DevOps Engineer, January 2021 to April 2022 **PS Incident Response Consultant**, July 2019 to January 2021

- Conducted large scale incident response investigations, efficiently triaging tens of thousands of devices and analyzing compromised systems to understand the threat actor's grasp on the environment.
- Managed and executed proactive threat hunting exercises, assessing of hundreds of thousands of systems to identify unauthorized use or indications of a prior or current security incident.
- Developed custom tools to support the Incident Response team, with large scale collection, processing, and analysis platforms that scale to handle investigations of hundreds of thousands of endpoints and billions of events.
- Integrated DevOps principles into the development team's life cycle, training the team on best practices.

STROZ FRIEDBERG, January 2015 to June 2019

Senior Consultant, March 2018 to June 2019

Cyber Associate, January 2015 to May 2016

Consultant, May 2016 to March 2018

Summer Associate, June 2014 to August 2014

- Led teams responding to incidents, performing rapid analysis of Linux, macOS, Windows, and cloud environments.
- Worked with clients to provide technical insights about an investigation in a non-technical manner.
- Mentored and interviewed junior staff through their time as consultants and interns. Designed recruiting materials.

EDUCATION

Champlain College, Bachelor of Science – Burlington, VT – Computer and Digital Forensics, minor in Psychology, 2015

TRAINING, PUBLICATIONS, AND AWARDS

SANS Institute – FOR408, FOR508, SEC504, FOR572, NetWars Champion

DefCon 29 – 2021 OpenSOC Network Defense Range champion, <https://opensoc.io/winners.html>

SOCX – 2021 World Champion Team member, <https://www.socx.io/champions/>

"Learning Python for Forensics, Second Edition", co-author, published by Packt, January 2019. ISBN: 1789341698.

"Python Digital Forensics Cookbook", co-author, published by Packt, September 2017. ISBN: 1783987464.

- **Forensic 4:Cast** – Digital Forensics Book of the Year, 2018, <https://bit.ly/4cast2018>

"Learning Python for Forensics", co-author, published by Packt, June 2016. ISBN: 1783285230.

International Earth Science Olympiad, USA Representative, 2010, <https://bit.ly/ieso-2010>

DAVID PRAMER

82 Old Saugatuck Rd | Norwalk, Connecticut 06855

Tel. (203) 722-2548 | E-mail: david.pramer@gmail.com | LinkedIn: <http://www.linkedin.com/in/davidpramer>

PROFESSIONAL EXPERIENCE

YALE SCHOOL OF MANAGEMENT – Executive Programs **New Haven, CT**
Senior Director of Client and Curriculum Development **Aug 2018 – Nov 2019**
Director, Client and Curriculum Development **Aug 2015 – Aug 2019**

- Develop new clients for Yale's Executive Programs by developing curriculums that address client's specific objectives in business change such as culture change, emerging leaders' development, leadership development, strategic planning, and business transformation.
- Grew portfolio from \$1M to \$3M in 2016; \$4.7M in 2017; \$5.5M in 2018; and over \$6.5M in 2019 over 30% of Yale's Executive Program's business.

YALE SCHOOL OF MANAGEMENT – Career Development Office (CDO) **New Haven, CT**
Student Services Officer – Senior Associate Director **Aug 2010 – Aug 2015**

- Coach and counsel MBA students in their job search, career direction setting, employer targets, resume and cover letter writing, networking and outreach, interviewing, job negotiation, and leveraging internships
- Provide industry overviews coupled with specific industry coaching to students pursuing careers in the consulting technology, and healthcare sectors. Additionally supports students pursuing entrepreneurial interests by working closely with Yale's Entrepreneurial Institute (YEI)
- Build relationships and coordinate recruiting efforts for over 125 companies in the consulting, technology, and healthcare sectors
- Develop and teach professional program in subjects such as: personal branding, resume and cover letter writing, LinkedIn, job search strategies, networking, interviewing, salary negotiation, structuring internships, and career management
- Led 2nd year career coach program; 38 student advisors trained to coach and engaged in CDO programming
- Assisted to Yale SOM alumni by providing careers services including counseling, managing Ayers group relationship, and hosting alumni career service events

ACCENTURE **Hartford, CT**
Senior Executive – Delivery Partner Yale (Yale Next initiative) **2009**

- Accenture delivery lead for Yale Next initiative, which was designed to re-engineer finance, HR, procurement, and research administration
- Transitioned existing team (200 people/100 Yale and 100 Accenture) from planning activities to delivery
- Standardized delivery methodology, gating, and quality processes – trained Yale team
- Completed the first release and launched the second and third releases

ACCENTURE **Hartford, CT**
Senior Executive – Global Managing Director Industry/Functional Solutions **2006-2008**

- Defined the new organization's vision, charter, business objectives, and senior executive roles, responsibilities, and metrics. Rolled out to the organization's executive team – 70 management nodes
- Developed organizational capability model – Global Solution Value Chain – Aligned 3 industry groups to deliver over 10 offerings across 12 geographies leveraging solution centers in India, China, Brazil, and the Philippines
- Established career path, specialization framework, attained global consensus on areas of specialization across 5 industry groupings, 2 functional areas, Aligned training curriculum and investments to achieve specialization goals. Deployed to 11,600 person global organization
- Developed framework for protecting intellectual property within Accenture solutions factoring in partner components
 Overlay responsibilities included Managed Delivery of projects - \$3.4B revenue and critical resource allocation (86% chargeability goals)

ACCENTURE
Senior Executive - Global Managing Director Service Lines Communications
Industry

Florham Park, NJ
2001-2006

- Developed platform-based offering, named Accenture Communications Solution, which was composed of a combination of custom software extensions integrated into commercial software, prepackaged business case, design, business processes, and user procedures
- FY'06 Offering revenue of \$600M (of \$2.2B communications business) with investment of \$19M
- Deployed offerings to global organization; developed global sales and delivery capabilities including Indian delivery center
- Conducted quality assurance reviews and provided recommendations for major projects using Accenture Communications Solutions offering

ACCENTURE
Partner – AT&T Consumer Account Lead

Florham Park, NJ
1991-2001

- Optimized AT&T's Consumer Contact Centers by conducting a series of projects and eventual "co-sourced" the entire contact center operations - \$1B contract
- Developed, deployed, supported and maintained the local service platform for AT&T's local service resale business, which grew to \$1B operation
- Conducted multiple projects within AT&T, Verizon, and other telecommunication providers – (strategy planning, design, implementation, business consulting projects). Example projects are:
 - AT&T – Local ordering platform, AT&T Business bundled biller
 - Verizon (NYNEX) – fiber to the curb technology strategy, Verizon (NYNEX) – Real-time provisioning design and implementation
 - Charter Communications – Voice of IP systems and operations strategy

ACCENTURE
Staff, Consultant, Engagement Manager, Associate Partner

New York, NY
1981-1991

- Demonstrated exceptional programming, design, project management, IT technology strategy skills over many years and many clients

SIGNIFICANT POST-RETIREMENT ACTIVITIES

- Board Member – Human Services Council – Norwalk, CT since 7/21
- Received Certificate of Completion from Yale School of Management Executive Education – Investment Management Theory and Practice: a CIMA Certificate Registration Education Program
- Maintain physical and mental conditioning:
 - Skied 121 days and 3.2 million vertical feet 2020-2021 ski season (skied 102 days 2020-2021 season, 90 days 2019-2020 season)
 - Biked 120 days and 3200 miles in 2021 (100 days and over 2000 miles 2020)

EDUCATION

CORNELL UNIVERSITY
Bachelor of Science (BS), Computer Science

Ithaca, NY
1977-1981

- Software focused program combined with a concentration in Operations Research

ADDITIONAL INFORMATION

- Married – 3 children (Disney – University Michigan, Moelis & Company – Yale College, Accenture - Providence College)
- Mentoring Stamford/Norwalk resident - beginning in 4th grade – individual is 23 years old in 2022.

AGENDAAPRIL 13TH 2023CLAIMS COMMITTEE MEETING

REFUNDS PROCESSED CLAIMS COMMITTEE

APPROVED BY TAX COLLECTOR

<u>PAY TO:</u>	<u>BILL No & AMOUNT REFUNDED</u>	<u>REASON</u>
ACAR LEASING LTD	21-MV-300418 \$183.20	PRORATION
ARMENTANO ANGELA N	21-MV-303265 \$163.15	PRORATION
CATUGNO PHILIP R	21-MV-310833 \$57.30	PRORATION
CCAP AUTO LEASING LTD	21-MV-SEE ATTACHED \$3,861.89	PRORATION
CCAP AUTO LEASING LTD	21-MV-SEE ATTACHED \$8,250.63	PRORATION
CCAP AUTO LEASING LTD	21-MV-SEE ATTACHED \$4,532.51	PRORATION
CCAP AUTO LEASING LTD	21-MV-SEE ATTACHED \$2,393.34	PRORATION
CHAPMAN ROBERT EMERSON	21-MV-311896 \$399.97	PRORATION
DAIMLER TRUST	21-MV-315264 \$704.34	PRORATION
	21-MV-315606 \$105.33	PRORATION
DAIMLER TRUST	21-MV-315662 \$264.36	PRORATION
	21-MV-315692 \$601.18	PRORATION
DAIMLER TRUST	21-MV-403576 \$190.08	PRORATION
	21-MV-315655 \$760.30	PRORATION
DAIMLER TRUST	21-MV-315538 \$598.52	PRORATION
	21-MV-315690 \$298.37	PRORATION
DAIMLER TRUST	21-MV-315559 \$523.14	PRORATION
	21-MV-315608 \$197.15	PRORATION
	21-MV-315623 \$783.76	PRORATION
DOWLING GLADYS I	21-MV-318669 \$134.98	PRORATION
DUCHESS OF NORWALK INC	21-MV-318889 \$1,154.85	PRORATION
FINANCIAL SER VEH TRUST	21-MV-322498 \$733.59	PRORATION
FINANCIAL SER VEH TRUST	21-MV-322118 \$657.93	PRORATION
FINANCIAL SER VEH TRUST	21-MV-322476 \$431.02	PRORATION
HYUNDAI LEASE TRUST	21-MV-SEE ATTACHED \$4,300.01	PRORATION

AGENDA

APRIL 13TH 2023

CLAIMS COMMITTEE MEETING

REFUNDS PROCESSED CLAIMS COMMITTEE

APPROVED BY TAX COLLECTOR

<u>PAY TO:</u>	<u>BILL No & AMOUNT REFUNDED</u>	<u>REASON</u>
HYUNDAI LEASE TRUST	21-MV-SEE ATTACHED \$8,717.65	PRORATION
KNEBEL NICOEL DONNA	21-MV-336624 \$22.12	PRORATION
LYONS TODD J	21-MV-340707 \$262.71	PRORATION
MARTINEZ-PERALTA JOSE ALBERTO	21-MV-408811 \$54.93	PRORATION
PAPPA LINDA A	21-MV-351174 \$276.73	PRORATION
SMITH MATTHEW ERIC	21-MV-361909 \$108.50	PRORATION
SWEET PATRICIA D	21-MV-363714 \$35.16	PRORATION
THE SILVER LANDSCAPING LLC	21-MV-364769 \$46.13	PRORATION
TOYOTA LEASE TRUST	21-MV-366432 \$292.24	PRORATION
VAULT TRUST	21-MV-368816 \$659.00	PRORATION
VAULT TRUST	21-MV-381098 \$196.33	PRORATION

REAL ESTATE

WANDA SANTORELLI

2 TOWER DR

5-56-709-0

21-RE-123770 \$3,255.32

OVER/DUP PYMT

CCAP AUTO LEASE LTD

BILL #	PLATE #	VIN#	AMOUNT
20-311261	AS64850	ZARFAEEN3J7597636	\$ 576.92
21-311049	AT05258	1C4RJFAG3KC566982	\$ 313.72
21-311064	AS66389	1C4RJFAG3KC589338	\$ 376.17
21-311097	AY46051	1C4RJFBG0LC364150	\$ 618.45
21-311125	AP69535	1C4RJFBG3JC449822	\$ 620.46
21-311126	AP80507	1C4RJFBG0JC349547	\$ 744.86
21-311345	AD22670	1C4RJFBGXKC666978	\$ 629.41
21-311386	AR35004	3C4NJDBB3JT454031	\$ 43.72

TOTAL~~\$ 3,923.71~~683.04
3861.89

CCAP AUTO LEASE LTD

BILL #	PLATE #	VIN#	AMOUNT
20-402650	AN27510	3C4NJDBB9JT315618	\$ 172.53
21-311382	AN27510	3C4NJDBB9JT315618	\$ 526.77
21-310974	AT26920	1C4RJFBG2KC689333	\$ 419.62
21-311348	BB48749	1C4PJMDX5KD446554	\$ 384.19
21-310911	AS49475	1C4RJFBG2KC593024	\$ 279.44
21-310986	AW05579	1C4SDJCT8KC634134	\$ 486.01
21-31133	BA41461	3C4NJDBB1LT168729	\$ 354.67
21-311010	AX53831	1C4HJXDG7JW110400	\$ 699.52
21-311123	AS50043	1C6SRFFT2KN532205	\$ 480.13
21-311023	AS00690	3C4NJDCB6JT481352	\$ 427.09
20-311130	AL26689	1C4RJFBG7HC900471	\$ 396.89
20-311066	AN27441	1C4PJMDX4KD113911	\$ 240.78
21-311025	AN27441	1C4PJMDX4KD113911	\$ 659.00
21-310930	AP80511	1C4HJXDN4JW201624	\$ 497.95
21-311124	AP03743	1C4HJXDGXJW116787	\$ 770.05
21-311163	AP58797	1C4RDJDG0JC386315	\$ 215.01
21-311103	AT50476	3C4NJDBBXT601835	\$ 472.55
21-311105	AU18531	3C4NJDBB4KT647208	\$ 236.58
21-311145	AT79219	1C6HJTFG7LL103092	\$ 531.86

\$ 8,250.64

CCAP AUTO LEASE LTD

BILL #	PLATE #	VIN#	AMOUNT
20-310867	AM03177	1C4RJFAG2JC204009	\$ 296.20
21-311308	AM03177	1C4RJFAG2JC204009	\$ 673.41
20-311051	AN62744	1C4RJFLG1JC299899	\$ 59.93
21-310922	AN62744	1C4RJFLG1JC299899	\$ 815.24
21-311011	AP50050	3C4NJDBB6JT168982	\$ 526.77
21-311013	175YKG	2C3CDZGG9JH155592	\$ 717.65
21-311074	C153518	1C6SRFFT0KN550072	\$ 960.26
21-311235	AR34867	3C4NJDBB2JT325682	\$ 483.05
			\$ 4,532.51

HYUNDAI LEASE TITLING TRUST

BILL #	PLATE #	VIN#	AMOUNT
19-332706	AF95888	KMHGN4JE5HU175572	\$ 626.35
20-331081	AF95888	KMHGN4JE5HU175572	\$ 613.15
20-331072	1APSB2	5NPD74LFXJH397919	\$ 74.37
20-331082	AL04038	KNDPMCAC0H7239208	\$ 345.50
20-331087	AP51958	KM8J3CA26JU724584	\$ 83.97
20-331089	9ATUG6	KM8J3CA41HU411275	\$ 365.24
20-331094	8AJWU7	KM8J3CA29HU327512	\$ 296.71
20-331107	AP17952	KM8K5CA56JU112894	\$ 162.45
20-331131	AK73002	KM8J3CA28JU686792	\$ 83.97
20-331146	AX33750	KMHH55LC2JU039606	\$ 66.60
20-331151	AP17986	5NPD84LF9JH328930	\$ 230.81
20-331163	AJ05588	3KPFK4A77HE064899	\$ 171.41
20-331179	AY12100	KNDPNCAC4H7255649	\$ 102.37
20-331191	AP73261	KNDJN2A22J7572035	\$ 71.60
20-331192	1ATAT3	5NPD84LF1JH281330	\$ 230.81
20-331198	AP17987	5NPD84LF5JH354117	\$ 144.29
20-331204	AG24359	5NPE34AF7JH661438	\$ 296.33
20-331206	AP92465	KNDPMCAC6K7513826	\$ 106.51
20-331212	AN62559	5NPE24AF1JH614246	\$ 351.89
20-331216	AM13381	KNDJP3AE4J7026654	\$ 111.51
20-331232	AH57525	5XXGU4L32GG097193	\$ 251.93
20-331239	AA61840	KM8J2CA48JU660326	\$ 94.11
20-331262	AM90382	5XYZUDLA5JG520231	\$ 356.31
20-331264	AP51969	5NPE34AF8JH674294	\$ 164.77
20-331276	208ZCL	KMHFH4JG9HA577228	\$ 257.69
20-331282	AM98303	5NMS3CAD0LH177302	\$ 138.90
20-331307	AK89095	3KPFN4A81HE005685	\$ 198.31
20-331309	AL33821	KNAGM4AD9G5099665	\$ 295.38
20-331313	266XZG	5NPE34AF9JH661523	\$ 131.56
20-331317	AK73020	5NPE24AF0KH738008	\$ 128.02
20-331334	AK73121	5NPD74LF0JH398934	\$ 247.82
20-331370	AP17964	5NPD74LF0JH285064	\$ 99.08
20-331379	AH36375	KM8J33A41HU375765	\$ 346.04
20-331392	AW39547	5NPE34AF7JH714199	\$ 230.33
20-331406	AK19789	KNDPNCAC0J7309454	\$ 185.45
20-331427	8ATJP6	5NPE24AF0JH603190	\$ 146.73
20-331430	AX05887	KMTFN4JE8LU329086	\$ 909.38

\$ 8,717.65

HYUNDAI LEASE TITLING TRUST

BILL #	PLATE #	VIN#	AMOUNT
20-331432	AK84395	5NPD84LF2HH098030	\$ 164.73
20-331436	AS74865	5XYP5DHC8LG011011	\$ 177.47
20-331441	AM02856	KM8J3CA20HU553907	\$ 263.87
20-331450	AW42286	KM8J2CA47KU043582	\$ 434.00
20-331453	AM13262	KNDPMCACXJ7378946	\$ 344.70
20-331460	AU18881	KNDPMCAC3K7595630	\$ 390.65
20-331465	AM85928	5NPE24AF1JH694762	\$ 146.73
20-331471	AK72776	5NPE24AF8JH668496	\$ 263.93
20-331474	AK19710	KNDJP3A50H7488784	\$ 234.08
20-331483	AM13274	KNDPRCA68J7382067	\$ 43.78
20-331487	AM13235	KNDPNCAC7J7384216	\$ 296.60
20-331493	AS74997	5XXGT4L32KG361783	\$ 292.33
20-331508	AJ14204	3KPFK4A77HE086434	\$ 171.41
20-331514	AK19720	3KPFL4A70HE115155	\$ 93.38
20-331518	AM02756	KMHGN4JE2HU173603	\$ 510.75
20-331544	AV81535	5NPE24AF7KH759177	\$ 384.43
20-407696	AK73082	5NPD74LF8JH385249	\$ 24.68
20-407782	BB21416	KMHL54JJ8LA010508	\$ 62.49
			\$ 4,300.01



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

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

125 East Avenue Room 105
Norwalk, Connecticut 06851

To: Mayor Harry Rilling; Board of Estimate and Taxation; Finance & Claims Committee
From: Lisa Biagiarelli, Tax Collector
Date: April 13, 2023
Re: **Tax Collector's Report**

We do not have a monthly spreadsheet for the month of March 2023 due to software conversion issues. I am sorry for this delay. We will update all stakeholders and send an end of month report for March 2023 as soon as we have it available.

Using last month as a placeholder, as of the end of February 2023, we had collected nearly \$353 million against our \$365 million adjusted levy, or **96.54%**. We also collected **97.24%** of our sewer use levy, an additional \$17 million, and 84.07% of the Industrial Pretreatment Program (IPP) fee billing on behalf of the WPCA. Compared with the prior fiscal year (February 2022) we were behind relative to taxes (-1.33%), slightly ahead relative to sewer use (.62%); and behind relative to the IPP fee (-5.75%). Due to the extended due date of the motor vehicle supplemental billing, payable by April 1, 2023, we did anticipate a drop in the February 2023 collection numbers as compared with the prior fiscal year, when that billing was payable by February 1 rather than April 1.

In 2022, the Common Council approved the use of a third party collection agency to bill past due motor vehicle taxes for which we had no valid address. In November 2022, this agency sent its first mailing to approximately 7,800 taxpayers on our behalf. From December 2022 through March 2023 (four months) we have collected more than \$583,000 in past due motor vehicle taxes and interest due to the City as a result of the collection agency's billing on our behalf. Please note that these collections are made directly to the City, and payments are processed by the tax collector's office, not the collection agency.

Tax bills for approximately \$4.5 million in supplemental motor vehicle taxes were mailed the week of February 20. A two month extended due date and payment period were granted under CGS 12-142 to accommodate the delayed mailing of these bills. They were due March 1, 2023, payable without interest by April 1, 2023. That collection is now complete, and we caught up on our mailed payment processing this past week.

On March 1, the Norwalk Assessor's and Tax Collector's offices underwent a software *conversion* to move our administrative systems off Munis and onto Quality Data Services LLC (QDS) software. The city's financials, budgeting, accounting and other systems are still operating on Munis; only the assessment and tax collection modules have moved away. In the tax collector's office, this conversion affected billing; payment entry and payment processing; reporting, including receiving and providing reports to agencies such as the town clerk's office, the DMV, tax services and escrow agents, etc.; our IVR and online payment portals and E Tax Bill lookup; our financial reporting interface; all our recordkeeping, including fifteen years of payment and other history; and other areas as well.

Speaking for myself, as a user of (now) seven different tax administrative systems over the course of 39 years in tax collection, it is going to take some time to learn the system's features and how best to use it. Norwalk's former tax billing and collection systems were driven by a permanent "customer identification number" (CID number) for decades, even prior to the use of Munis software. QDS in its present form does not operate this way, and there are other differences as well. We are adapting, and will continue to appreciate our taxpayers' patience as we navigate the changes. At this time, roughly six to seven weeks after having gone live on the system, we are having trouble generating the types of reports and outputs we are accustomed to, that we use (for example) to reconcile and balance all the different revenues that we collect. Some of us are also still learning how to do basic functions, such as looking things up and processing payments. There is no manual; there are no written instructions to give us the kinds of reports we use; and Norwalk has variables that other municipal users of this system might not have. We are learning by doing and appreciate everyone's patience during this process.

The software conversion and our delayed supplemental motor vehicle billing, have both contributed to the need for changes to our regular spring schedule. We were not able to issue delinquent notices as we normally do in February. Instead, we issued delinquent notices in March, and only for real estate, sewer use and business personal property. Liens are normally filed by the second week of March, but this year, we expect to file them either later this month, or in May. The lien continuing certificate filing processes will be done on the new software. We normally file our suspense list with the Board of Estimate and Taxation in April, but this year will likely do it in June. There are other adjustments as well. I do not expect these changes to adversely affect our collection rate, and going forward in subsequent years, we expect to revert to the old schedule.

I will conclude the report on a positive note. The two vacancies in our eight person staff are due to be filled within the next several weeks. We expect to be fully staffed once again, for the first time in more than a year, by the first week of May. We are grateful to the staff of the Human Resources department for their efforts in recruiting, selecting, and now onboarding these two new employees.

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



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

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

125 East Avenue Room 105
Norwalk, Connecticut 06851

To: Mayor Harry Rilling; Board of Estimate and Taxation; Finance & Claims Committee
From: Lisa Biagiarelli, Tax Collector
Date: April 19, 2023
Re: **Tax Collector's Narrative to accompany March 2023 End of Month Report**

Please refer to the spreadsheet for the end of the month of March 2023, sent yesterday under separate cover. I apologize for the delay in providing these reports.

As of the end of March 2023, we had collected in excess of \$356.5 million against our \$365 million adjusted levy, or **97.60%**. We also collected **98.23%** of our sewer use levy, an additional \$17 million, and 84.69% of the Industrial Pretreatment Program (IPP) fee billing on behalf of the WPCA.

Compared with the prior fiscal year (through March, 2022) we were behind relative to taxes (-1.22%), slightly ahead relative to sewer use (.69%); and behind relative to the IPP fee (-6.42%). The difference in the collection rate for supplemental motor vehicle taxes in particular through March 2023 is reflective of the extended due date of that billing, which was payable by April 1, 2023 this year, as opposed to February 1 last year and in prior years.

With regard to delinquent collections, the effects of court stipulated judgments and settlements in assessment appeal cases from the 2018 revaluation continue to erode our delinquent collections, as well as our current levy. This will continue through fiscal year end. We are nonetheless continuing to pursue collection enforcement other than tax sale during calendar year 2023. Recently we have again begun working with the Department of Health to withhold health permits of establishments owing past due taxes for more than one year. Taxpayers owing past due motor vehicle taxes will be precluded from obtaining a resident pass (beach permit / transfer station permit) until their back taxes are paid. We are also once again beginning work on an employee wage garnishment initiative for city and Board of Education employees who owe past due taxes to Norwalk. We are also meeting with the Building Department and their blight enforcement officers to possibly assist that department in pursuing blight fees through the tax sale or other enforcement initiatives.

The extended due date for the 2022 grand list motor vehicle supplemental billing, and the conversion of the assessment and tax collection administrative software system from Munis to QDS (Quality Data Systems LLC) that occurred on March 1, 2023 were both discussed in greater detail in my preliminary narrative last week. The software *conversion* moved our administrative systems off Munis and onto Quality Data Services LLC (QDS) software. In the tax collector's office, this conversion affected billing; payment entry and payment processing; reporting, including receiving and providing reports to agencies such as the town clerk's office, the DMV, tax services and escrow agents, etc.; our IVR and online payment portals and E Tax Bill lookup; our financial reporting interface; all our recordkeeping, including fifteen years of payment and other history; and other areas as well.

The software conversion and our delayed supplemental motor vehicle billing have both contributed to adjustments to our regular spring schedule, outlined in more detail in my previous narrative.

I do not expect these changes to substantially affect our collection rate, and going forward in subsequent years, we expect to revert to our former schedule. We do expect to meet our collection goals as outlined in the operating budget for fiscal year ending June 30, 2023.

We are presently working with the software vendor and other stakeholders to attempt to achieve a smooth, timely, and accurate billing when we initiate processes to collect on our new tax levy for the October 1, 2023 grand list in June 2023. I will have a better idea of where we stand relative to that initiative in May's narrative. All of our data necessary for tax billing comes to us from the Assessor's division; I must work within the parameters of their schedule. They will be dealing with elderly and disabled homeowners credit applications and Board of Assessment Appeals adjustments, among other variables. They, too, are working on a system that is new to most of the staff in that division. Our goal is to have tax bills in the mail to Norwalk taxpayers as usual by the second or third week of June at the latest.

Again, I apologize for the delay in providing end of month figures for March 2023. It was our first end of month closing on the QDS software system, and we learned by doing.

I will continue to keep all stakeholders informed of our progress.

**TAX COLLECTOR'S REPORT
MARCH 2023**

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

	ORIGINAL LEVY	ADJ. TAX COLLECTIONS JUN 22 - MAR 23	COLLECTION %	CORRECTED LEVY*	CHANGE IN LEVY	COLLECTION %
AUTOMOBILE-REGULAR	\$27,605,498.25	\$24,819,499.39	89.91%	\$27,149,778.83	(\$455,719.42)	91.42%
AUTOMOBILE-SUPPLEMENTAL	\$4,572,442.02	\$2,387,014.70	52.20%	\$4,437,564.49	(\$134,877.53)	53.79%
PERSONAL PROPERTY	\$26,217,238.98	\$21,074,763.05	80.39%	\$21,813,290.62	(\$4,403,948.36)	96.61%
REAL ESTATE	\$315,360,461.09	\$308,267,638.41	97.75%	\$311,926,019.51	(\$3,434,441.58)	98.83%
TOTAL TAX	\$373,755,640.34	\$356,548,915.55	95.40%	\$365,326,653.45	(\$8,428,986.89)	97.60%
SEWER USE	\$17,981,973.00	\$17,297,235.00	96.19%	\$17,608,320.33	(\$373,652.67)	98.23%
IPP FEE	\$190,750.00	\$163,452.58	85.69%	\$193,000.00	\$2,250.00	84.69%

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

	ORIGINAL LEVY	JUN 21 - MAR 22				
AUTOMOBILE-REGULAR	\$21,672,160.18	\$19,993,027.18	92.25%	\$21,334,265.76	(\$337,894.42)	93.71%
AUTOMOBILE-SUPPLEMENTAL	\$4,219,965.63	\$3,514,503.64	83.28%	\$4,201,355.57	(\$18,610.06)	83.65%
PERSONAL PROPERTY	\$22,966,731.64	\$22,089,058.47	96.18%	\$23,003,599.96	\$36,868.32	96.02%
REAL ESTATE	\$308,716,745.40	\$303,170,014.79	98.20%	\$304,386,367.81	(\$4,330,377.59)	99.60%
TOTAL TAX	\$357,575,602.85	\$348,766,604.08	97.54%	\$352,925,589.10	(\$4,650,013.75)	98.82%
SEWER USE	\$16,488,685.00	\$15,929,578.72	96.61%	\$16,331,455.55	(\$157,229.45)	97.54%
IPP FEE	\$187,000.00	\$173,107.36	92.57%	\$190,000.00	\$3,000.00	91.11%

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

	\$16,180,037.49	\$7,782,311.47	-2.14%	\$12,401,064.35	(\$3,778,973.14)	-1.22%
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SEWER DIFFERENCE 2021 G.L. vs. 2020 G.L.
INCREASE/(DECREASE)

	\$1,493,288.00	\$1,367,656.28	-0.42%	\$1,276,864.78	(\$216,423.22)	0.69%
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IPP DIFFERENCE 2021 G.L. vs. 2020 G.L.
INCREASE/(DECREASE)

	\$3,750.00	(\$9,654.78)	-6.88%	\$3,000.00	(\$750.00)	-6.42%
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BACK TAXES COLLECTED

	FISCAL YR 2022-2023 (JUL 22 - MAR 23)	FISCAL YR 2021-2022 (JUL 21 - MAR 22)	CUR YR vs. PRIOR YR INC/(DEC)
PRIOR TAXES	(\$953,533.40)	\$2,000,265.38	(\$2,953,798.78)
PRIOR SEWER USE FEE	\$115,299.07	\$222,322.94	(\$107,023.87)
PRIOR IPP FEE	\$2,950.82	\$24,302.59	(\$21,351.77)
TOTAL PRIOR TAX, SEWER & IPP	(\$835,283.51)	\$2,246,890.91	(\$3,082,174.42)
CURRENT INTEREST	\$755,628.96	\$794,581.35	(\$38,952.39)
PRIOR INTEREST	\$836,416.58	\$1,084,965.51	(\$248,548.93)
SEWER USE FEE INTEREST	\$70,712.84	\$100,334.58	(\$29,621.94)
IPP FEE INTEREST	\$3,115.01	\$11,384.57	(\$8,269.56)
TOTAL INTEREST COLLECTED	\$1,665,873.19	\$1,991,266.01	(\$325,392.82)
PRIOR LIEN FEE	\$8,264.35	\$12,153.26	(\$3,888.91)
CURRENT LIEN FEE	\$0.00	\$1,877.58	(\$1,877.58)
TOTAL LIEN FEE COLLECTED	\$8,264.35	\$14,030.84	(\$5,766.49)
MISC FEES COLLECTED**	\$106,801.92	\$370,339.21	(\$263,537.29)
TOTAL PRIOR TAX, ALL INTEREST & ALL FEES	\$945,655.95	\$4,622,526.97	(\$3,676,871.02)

* CORRECTED LEVY INCLUDING CERTIFICATES OF CORRECTION & SUSPENSE TRANSFERS
 ** PRIOR & CURRENT FISCAL YEAR INCLUDES TAX SALE AND TITLE SEARCH FEES PROCESSED THRU MUNIS



DEPT OF FINANCE
Purchasing Department
NONCOMPETITIVE PROCUREMENT JUSTIFICATION FORM

DATE: 3/9/2023

DEPARTMENT: IT Department

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

Check One:

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

TOTAL COST: 110721.77 MUNIS Account: 09201370-5777-C0375

VENDOR: GovConnection, Inc

Purchasing Agent Signature	The Purchasing Agent		Department Head Signature
Digitally signed by Sharon Sharon Conners Purchasing Agent Name Date: 2023.03.13 14:37:25 -04'00'	X	Supports	Digitally signed by Joyce Liu Joyce Liu Date: 2023.03.09 17:11:52 -05'00'
		Does Not Support	Department Head Name
		Single Source Requires Common Council Authorization (in excess of \$20,000.00)?	Joyce Liu
Date			Date <u>3/9/2023</u>

JUSTIFICATION:

The attached requisition is for the purchase of CISCO network switches necessary to implement ongoing networking improvements to support the City's information systems infrastructure. The purpose of these network improvements is to accommodate the increasing workloads produced by our information systems by ensuring the proper and timely delivery of services which our employees and the public rely. The network switches will be used to increase the network bandwidth from 1 Gbps to 10 Gbps while maintaining the capability of future bandwidth increases up to 100 Gbps; effectively future proofing our infrastructure for approximately 10 years. The purchase price was quoted under NCPA contract NCPA-01-144 and has met the competitive bidding requirements.

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

Vendor 1: _____

Vendor 2: _____

EMERGENCY: Explain in detail the nature of the emergency

SALES QUOTE

GovConnection, Inc.
732 Milford Road
Merrimack, NH 03054

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

25448456.03

PLEASE REFER TO THE ABOVE
QUOTE # WHEN ORDERING

Account Manager:
Phone:
Fax:
Email:

Date: 3/8/2023
Valid Through: 4/7/2023
Account #: S01766

Customer Contact: Jeff Odoro
Email: joduro@norwalkct.org

Phone: (203) 854-7854
Fax: (203) 857-0143

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

DELIVERY	FOB	SHIP VIA	SHIP WEIGHT	TERMS	CONTRACT ID#
5-30 Days A/R/O	Destination	Small Pkg Ground Service Level	72.00 lbs	Net 30	NCPA 01-44

Important Notice: --- THIS QUOTATION IS SUBJECT TO THE FOLLOWING Terms of Sale: All purchases from GovConnection, Inc. are subject to the Terms and Conditions of our NCPA Contract # NCPA 01-44. Any Order accepted by GovConnection for the items included in this Quotation is expressly limited to those Terms and Conditions; any other terms and conditions referenced or appearing in your Purchase Order are considered null and void. No other terms and conditions shall apply without the written consent of GovConnection, Inc. Please refer to our Quote Number in your order.

* Line #	Qty	Item #	Mfg. Part #	Description	Mfg.	Price	Ext
1	1	35970197	C9300-48UN-E	Catalyst 9300 1U RM Network Essentials L3 Managed Switch / 8GB RAM / 16GB Flash / 48x5GbE UPoE / 1x1100W Cisco	Cisco	\$ 6,483.92	\$ 6,483.92
2	1	41596075	CON-SSSNT-C9300 4UN	US ONLY 8X5XNBD SOLN SUP SNTC Cisco/Service	Cisco/Service	\$ 2,770.43	\$ 2,770.43
3	1	35973515	PWR-C1-1100WAC-P/2	1100W 80PLUS Platinum Config 1 Secondary Power Supply for Catalyst 3850 48E, 3850-48F-L, 3850-48F- S Cisco	Cisco	\$ 1,184.56	\$ 1,184.56
4	1	41204033	CON-SSTCM-C93E4 8	SOLN SUPP SW SUBC9300 Cisco/Service	Cisco/Service	\$ 145.58	\$ 145.58
5	1	41300781	C9300-DNA-E-48-3Y	C9300 DNA Essentials 48-Port Term License 3 Years Cisco-License	Cisco-License	\$ 555.88	\$ 555.88
6							\$ -
7	3	35520102	C9500-32C-A	Catalyst 9500 1U RM Network Advantage L3 Managed Switch (1x)CPU 2.4GHz / 16GB RAM / 16GB Flash / 32x100GbE Cisco	Cisco	\$ 16,643.72	\$ 49,931.16
8	3	41165986	CON-SSSNT-C95AC 032	US Only Smart Net Total Care Solution Support 8x5 Next Business Day Cisco/Service	Cisco/Service	\$ 7,111.37	\$ 21,334.11
9	3	35674195	C9K-PWR-1600WAC R/2	1600W AC Power Supply, Redundant Cisco	Cisco	\$ 1,870.38	\$ 5,611.14
10	3	41165985	CON-SSTCM-C9524 QA	Solution Support SW SUBC9500 DNA ADV Cisco/Service	Cisco/Service	\$ 1,562.81	\$ 4,688.43

SALES QUOTE

GovConnection, Inc.
732 Milford Road
Merrimack, NH 03054

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

25448456.03

PLEASE REFER TO THE ABOVE
QUOTE # WHEN ORDERING

Date: 3/8/2023
Valid Through: 4/7/2023
Account #: S01766

Account Manager:
Phone:
Fax:
Email:

Customer Contact: Jeff Oduro
Email: joduro@norwalkct.org

Phone: (203) 854-7854
Fax: (203) 857-0143

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

DELIVERY	FOB	SHIP VIA	SHIP WEIGHT	TERMS	CONTRACT ID#
5-30 Days A/R/O	Destination	Small Pkg Ground Service Level	72.00 lbs	Net 30	NCPA 01-44

Important Notice: --- THIS QUOTATION IS SUBJECT TO THE FOLLOWING Terms of Sale: All purchases from GovConnection, Inc. are subject to the Terms and Conditions of our NCPA Contract # NCPA 01-44. Any Order accepted by GovConnection for the items included in this Quotation is expressly limited to those Terms and Conditions; any other terms and conditions referenced or appearing in your Purchase Order are considered null and void. No other terms and conditions shall apply without the written consent of GovConnection, Inc. Please refer to our Quote Number in your order.

* Line #	Qty	Item #	Mfg. Part #	Description	Mfg.	Price	Ext
11	3	34793459	C9500-DNA-A-3Y	Catalyst 9500 DNA Advanced 3-year License Cisco	Cisco	\$ 6,005.52	\$ 18,016.56
12							\$ -
Subtotal							\$ 110,721.77
Fee							\$ 0.00
Shipping and Handling							\$ 0.00
Tax							Exempt!
Total							\$ 110,721.77



ORDERING INFORMATION

GovConnection, Inc. DBA Connection

NCPA Contract # [NCPA 01-44](#)

Contract Expiration: 31 October 2023

Please contact your account manager with questions.

Ordering Address

GovConnection, Inc.
732 Milford Road
Merrimack, NH 03054

Remittance Address

GovConnection, Inc.
PO Box 536477
Pittsburgh, PA 15253-5906

Please reference the Contract # on all purchase orders.

TERMS & CONDITIONS

Payment Terms:	NET 30 (subject to approved credit)
FOB Point:	DESTINATION (within Continental US)
Maximum Order Limitation:	NONE
Delivery Time:	1-30 DAYS ARO
FEIN:	52-1837891
DUNS Number:	80-967-8782
CEC:	80-068888K
Cage Code:	OGTJ3
Business Size:	LARGE

WARRANTY: Manufacturer's Standard Commercial Warranty

NOTE: It is the end user's responsibility to review, understand and agree to the terms of any End User License Agreement (EULA).

Important Notice: --- THIS QUOTATION IS SUBJECT TO THE FOLLOWING Terms of Sale: All purchases from GovConnection, Inc. are subject to the Terms and Conditions of our NCPA Contract # NCPA 01-44. Any Order accepted by GovConnection for the items included in this Quotation is expressly limited to those Terms and Conditions; any other terms and conditions referenced or appearing in your Purchase Order are considered null and void. No other terms and conditions shall apply without the written consent of GovConnection, Inc. Please refer to our Quote Number in your order.

If you require a hard copy invoice for your credit card order, please visit the link below and click on the Proof of Purchase/Invoice link on the left side of the page to print one: <https://www.govconnection.com/web/Shopping/ProofOfPurchase.htm>

Please forward your Contract or Purchase Order to:

SLEDOPS@connection.com

QUESTIONS: Call 800-800-0019

FAX: 603.683.0374



DEPT OF FINANCE
Purchasing Department
NONCOMPETITIVE PROCUREMENT JUSTIFICATION FORM

DATE: _____

DEPARTMENT: _____

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

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

TOTAL COST: _____ MUNIS Account: _____

VENDOR: _____

Purchasing Agent Signature	The Purchasing Agent		Department Head Signature
		Supports	
Purchasing Agent Name		Does Not Support	Department Head Name
		Single Source Requires Common Council Authorization (in excess of \$20,000.00)?	
Date			Date

JUSTIFICATION:

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

Vendor 1: _____

Vendor 2: _____

EMERGENCY: Explain in detail the nature of the emergency

SALES QUOTE

GovConnection, Inc.
732 Milford Road
Merrimack, NH 03054

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

25467250.02

PLEASE REFER TO THE ABOVE
QUOTE # WHEN ORDERING

Account Manager:
Phone:
Fax:
Email:

Date: 3/10/2023
Valid Through: 4/9/2023
Account #: S01766

Customer Contact: Jeff Oduro
Email: joduro@norwalkct.org

Phone: (203) 854-7854
Fax: (203) 857-0143

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

DELIVERY	FOB	SHIP VIA	SHIP WEIGHT	TERMS	CONTRACT ID#
5-30 Days A/R/O	Destination	Small Pkg Ground Service Level	83.00 lbs	Net 30	NCPA 01-144

Important Notice: --- THIS QUOTATION IS SUBJECT TO THE FOLLOWING Terms of Sale: All purchases from GovConnection, Inc. are subject to the Terms and Conditions of our NCPA Contract # NCPA 01-44. Any Order accepted by GovConnection for the items included in this Quotation is expressly limited to those Terms and Conditions; any other terms and conditions referenced or appearing in your Purchase Order are considered null and void. No other terms and conditions shall apply without the written consent of GovConnection, Inc. Please refer to our Quote Number in your order.

* Line #	Qty	Item #	Mfg. Part #	Description	Mfg.	Price	Ext
1	4	35625908	PAN-SFP-SX	10GBase-SX SFP 850nm 550m LC MM Transceiver Palo Alto Networks -	Palo Alto Networks	\$ 372.57	\$ 1,490.28
2	8	34335765	PAN-SFP-PLUS-SR	10GBase-SR SFP+ Short Wave Transceiver Palo Alto Networks -	Palo Alto Networks	\$ 1,110.70	\$ 8,885.60
3	160	41240338	PAN-EDU-TRAININ G-100	Training Credit Palo Alto Networks -	Palo Alto Networks	\$ 101.20	\$ 16,192.00
4	5	41515443	PAN-CONSULT-DAY -FW	Consulting services per day Palo Alto Networks -	Palo Alto Networks	\$ 4,452.14	\$ 22,260.70
5	1	41606882	PAN-CONSULT-PRJ M-DAY-FW	PALO ALTO NETWORKS PROFESSIONA Palo Alto Networks -	Palo Alto Networks	\$ 3,227.81	\$ 3,227.81
6	1	41541590	PAN-PA-5410-AC	Palo Alto Networks : Palo Alto Networks PA-5410 with redundant AC power supplies Palo Alto Networks -	Palo Alto Networks	\$ 51,077.71	\$ 51,077.71
7	1	41606956	PAN-PA-5410-BND -CORESEC	PA-5410, CORE SECURITY SUBSCRI Palo Alto Networks -	Palo Alto Networks	\$ 34,312.02	\$ 34,312.02
8	1	41606957	PAN-SVC-PREMUSG -5410	GOV ONLY Prem Supp 1Y, PA-5410 Palo Alto Networks -	Palo Alto Networks	\$ 13,163.63	\$ 13,163.63
9	2	35625932	PAN-SFP-PLUS-CU -5M	Palo Alto Networks Compatible SFP+ to SFP+ Direct Attach Passive Copper Cable, 5m Palo Alto Networks -	Palo Alto Networks	\$ 392.63	\$ 785.26
10	1	35626222	PAN-QSFP-AOC-10 M	Palo Alto Networks Compatible 40GBase-AOC QSFP+ Active Optical Cable, 10m Palo Alto Networks -	Palo Alto Networks	\$ 1,403.33	\$ 1,403.33

SALES QUOTE

GovConnection, Inc.
732 Milford Road
Merrimack, NH 03054

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

25467250.02

PLEASE REFER TO THE ABOVE
QUOTE # WHEN ORDERING

Account Manager:
Phone:
Fax:
Email:

Date: 3/10/2023
Valid Through: 4/9/2023
Account #: S01766

Customer Contact: Jeff Oduro
Email: joduro@norwalkct.org

Phone: (203) 854-7854
Fax: (203) 857-0143

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

DELIVERY	FOB	SHIP VIA	SHIP WEIGHT	TERMS	CONTRACT ID#
5-30 Days A/R/O	Destination	Small Pkg Ground Service Level	83.00 lbs	Net 30	NCPA 01-144

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* Line #	Qty	Item #	Mfg. Part #	Description	Mfg.	Price	Ext
11	2	41523919	PAN-SFP-CG	Palo Alto Networks PAN-SFP-CG Compatible Compliant 100 / 1000Base-TX SFP 100m RJ-45 Transceiver Palo Alto Networks	Palo Alto Networks	\$ 738.12	\$ 1,476.24
Subtotal							\$ 154,274.58
Fee							\$ 0.00
Shipping and Handling							\$ 0.00
Tax							Exempt!
Total							\$ 154,274.58



To: Chitsamay Lam, Comptroller
From: Joyce Liu, IT Director
Subject: Fema Grant Port Security Camera Project

Dear Chitsamay,

As you may be aware, City has open bids from qualified firms for the material, labor and install of network enhanced surveillance security cameras at the Norwalk harbor and beach areas. Security 101 – Connecticut has won the bid of the port security camera installation project. Please see the attached agreement.

The contract with Security 101 – Connecticut includes adding 3 high definition cameras around the Veteran's park area (see attached detail locations). The fund source for this project will be 75 % covered by FEMA Grant Account # 361370-5724-G0001 (\$51,711.75) and 25 % matching fund by IT's capital account 09201370-5777-C0375 (\$17,237.25)

Please let me know if you have any questions or concerns regarding this purchase. Thank you for your attention to this matter.

Sincerely,

Joyce Liu
IT Director

Veteran's Park

Project Location
Veteran's Park
42 Seaview Ave
Norwalk, CT 06855

Revised 04 2023 Veteran's Park Camera System

Proposal No.: 186498.2
Monday, April 10, 2023

Prepared For
Purchasing Department



Security 101 - Connecticut
Advance Security Integration LLC.
158 North Main Street
Southington, CT 06489

CT — Electrical: ELC.0193981-C5 | CT — Other: 6499 | MA — Electrical: 7120- C | MA — Other: SS-001792 | NJ — Alarm:
34BA00186800 | NY — Alarm: 120000299743 | RI — Alarm: 2708 | VT — Electrical: ES-05556 (7C, 7K)

Security 101 is responding to the RFP per the following specifications



Scope of Work

A. Project Location Details

1. 3 Cameras in Veteran's Park: 42 Seaview Ave., Norwalk, CT 06855

- a. Proposed Camera 1 is on the West side near the Boat ramps. Proposed Camera 1 will potentially be located on Utility Pole #2033 and owned by TTD (Third Taxing District)
- b. Proposed Camera 2 is on the Southwest side of the park. Proposed Camera 2 will potentially be located on utility pole #2022 or #2020 and owned by TTD (Third Taxing District)
- c. Proposed Camera 3 is located on the Northeast side of the park near the boat harbor. Proposed Camera 3 will potentially be located on utility pole #2002 or #2003 and owned by TTD (Third Taxing District)

1. Veteran's Park**Hanwha Techwin****Quantity 2****Model: (XNP-6550RH)****Description:**

Wisenet X powered by Wisenet 5 network outdoor PTZ camera, 2MP, Full HD(1080p) @ 60fps, 55X optical zoom lens (4.75mm ~ 261.4mm) (58.6 ~ 1.23), Pan: 360 endless. Tilt: -5~ 185, triple codec H.265/H.264/MJPEG with WiseStream II technology, 120dB WDR, built-in IR 1640ft (500m), USB port for easy installation, advanced video analytics and sound classification, true D/N, dual SD card, HLC, defog (optical) DIS(Gyro),24VAC/HPoE, IP66/IK10, -58F ~ +131F W/ 24VAC power supply

Hanwha Techwin**Quantity 1****Model: PNM-9085RQZ1****Description:**

20MP (5MP x 4) Multi-Sensor, Multi-Directional PTRZ Camera 5MP x 4ch multi-directional camera, using one IP address Motorized PTRZ for easy installation and remote adjustment of entire FoV 30fps@5MP(H.265, H.264) 4.13~9.4mm(2.3x) motorized PTRZ varifocal lens Integrated IR that rotates with camera head, viewable length : 30m H.265, H.264, MJPEG codec, Multi streaming Video analytics, WiseStreamII IP66, IK10, NEMA4X Easy Gangbox mounting installation

ExaQvision**Quantity 1****Model: (IP04-16T-R4A)****Description:**

4U recorder with 4 IP camera license (64 max)
16TB (Windows)

Cisco Fluid Mesh**Quantity 8 kits****Model: (FM-Ponte-50) Point-To-Point Kit****Description:**Page 64 of 160
4197-Port Security Cameras - FINAL

Point-to-Point Wireless Bridge Kit, 12 to 24 VDC Input, RJ45, 50 Mbps Throughput, 4.9 to 5.9 Gigahertz Frequency Band, 2:1 VSWR, 16.1 to 17.1 dBi Antenna Gain

Cisco**Quantity 1****Model: SG350****Description:**

10-Port Gigabit PoE Managed Switch

Power Supply**Quantity 1****Description:**

Power Supply for 8-Port Hardened PoE Switch

Comnet**Quantity 1****Description:**

4 Port Hardened POE switch

Notes/Assumptions/Exceptions:

- 1) Written authorization to install camera equipment on utility poles owned by others is provided by the municipality.
- 2) It is assumed that the Bill of Materials listed in the RFP will provide the correct components to provide for a functioning, wireless CCTV system as specified. Changes to type and number of RFP specified equipment to provide a functioning system, if required, will be processed as a Change Order to the project at an added expense.
- 3) Per Section IV, the City will be responsible for Static IPs, 110 power and network drops.

Video System

Head Ends

NVR Located in the Field House

NVR	1	IP 4U recorder with 4 IP cameras licenses (64 max). exacqVision Professional client, server, web/mobile software pre-installed with 3 years software upgrades and hardware warranty. Win7 or Linux 14.04 on SSD. HDMI, DVI-I, DisplayPort (2 max simultaneous), Dual GB NICs, DVD-RW. Keyboard and mouse included. (EXACQ TECHNOLOGIES – IP04-16T-R4A)
Network Switch	1	(4PRT10/100)2PRT-SFP/HARD/120W (COMNET – CNGE2FE4SMSP0E)
Network Switch	1	48VDC 480Watt (10A) DIN Rail High Temp Power Supply (-40C to +71C With -40C Start-Up) For PoE Applications. Screw Terminals. (COMNET – PS-DRA480-48A)
Network Switch	1	6 GIG-5 RJ45/4G TX 30W POE Managed Switch (COMNET – C6FX2TX4P)
Network Switch	1	10-Port Gigabit Managed Switch (Cisco – SG350-10)
IP Range Extender	5	Set of two (2) PONTE Radios. Wireless Bridge. Single MIMO radio devices, 4.9-5.8 GHz with integrated panel antennas. Two (2) Ethernet Ports. Includes passive PoE injector, Mounting Bracket, and AC 90-240V Power Supply. NOT COMPATIBLE with other Fluidmesh products. (Fluidmesh Inc. – FM-PONTE-50)
Other	1	Sub-Contractor Charges: Camera Install provided by McMellon Electric

IP Cameras

Camera 1 PTZ

Mega Pixel Exterior	1	Wisenet X powered by Wisenet 5 network outdoor PTZ camera, 2MP, Full HD(1080p) @ 60fps, 55X optical zoom lens (4.75mm ~ 261.4mm) (58.6 ~ 1.23), Pan: 360 endless. Tilt: -5~ 185, triple codec H.265/H.264/MJPEG with WiseStream II technology, 120dB WDR, b (HANWHA TECHWIN AMERICA -US – XNP-6550RH)
Surge Suppressor	1	Lightning/Surge Arrestor (L-COM – AL-CAT-6JW)
Mount #1	1	Wall Mount Accessory (white), Compatible with white hanging caps (HANWHA TECHWIN AMERICA -US – SBP-300WMW1)
Mount #2	1	Pole mount adaptor for the SBP-300WMS and SBP-300WMS1 (HANWHA TECHWIN AMERICA -US – SBP-300PMS)
Wireless Transmitter	1	Set of two (2) PONTE Radios. Wireless Bridge. Single MIMO radio devices, 4.9-5.8 GHz with integrated panel antennas. Two (2) Ethernet Ports. Includes passive PoE injector, Mounting Bracket, and AC 90-240V Power Supply. NOT COMPATIBLE with other Fluidmesh products. (Fluidmesh Inc. – FM-PONTE-50)

PoE Injector	1	Allows 1 fused output with a total capacity of 4Amp. 120/240 VAC input, 24/26/28 VAC output. (PELCO – WCS1-4)
--------------	---	---

Camera 2 PTZ

Mega Pixel Exterior	1	Wisenet X powered by Wisenet 5 network outdoor PTZ camera, 2MP, Full HD(1080p) @ 60fps, 55X optical zoom lens (4.75mm ~ 261.4mm) (58.6 ~ 1.23), Pan: 360 endless. Tilt: -5~ 185, triple codec H.265/H.264/MJPEG with WiseStream II technology, 120dB WDR, b (HANWHA TECHWIN AMERICA -US – XNP-6550RH)
Surge Suppressor	1	Lightning/Surge Arrestor (L-COM – AL-CAT-6JW)
Mount #1	1	Wall Mount Accessory (white), Compatible with white hanging caps (HANWHA TECHWIN AMERICA -US – SBP-300WMW1)
Mount #2	1	Pole mount adaptor for the SBP-300WMS and SBP-300WMS1 (HANWHA TECHWIN AMERICA -US – SBP-300PMS)
Wireless Transmitter	1	Set of two (2) PONTE Radios. Wireless Bridge. Single MIMO radio devices, 4.9-5.8 GHz with integrated panel antennas. Two (2) Ethernet Ports. Includes passive PoE injector, Mounting Bracket, and AC 90-240V Power Supply. NOT COMPATIBLE with other Fluidmesh products. (Fluidmesh Inc. – FM-PONTE-50)
PoE Injector	1	Allows 1 fused output with a total capacity of 4Amp. 120/240 VAC input, 24/26/28 VAC output. (PELCO – WCS1-4)

Camera 3 Multi Lens

Mega Pixel Exterior	1	WISNET P SER 5MP X 4CH MULTI-DIR OD DOME CAMERA (HANWHA TECHWIN AMERICA -US – PNM-9085RQZ1)
Surge Suppressor	1	Lightning/Surge Arrestor (L-COM – AL-CAT-6JW)
Mount #1	1	Wall Mount Accessory (white), Compatible with white hanging caps (HANWHA TECHWIN AMERICA -US – SBP-300WMW1)
Mount #2	1	Pole mount adaptor for the SBP-300WMS and SBP-300WMS1 (HANWHA TECHWIN AMERICA -US – SBP-300PMS)
Wireless Transmitter	1	Set of two (2) PONTE Radios. Wireless Bridge. Single MIMO radio devices, 4.9-5.8 GHz with integrated panel antennas. Two (2) Ethernet Ports. Includes passive PoE injector, Mounting Bracket, and AC 90-240V Power Supply. NOT COMPATIBLE with other Fluidmesh products. (Fluidmesh Inc. – FM-PONTE-50)
PoE Injector	1	Allows 1 fused output with a total capacity of 4Amp. 120/240 VAC input, 24/26/28 VAC output. (PELCO – WCS1-4)

Additional Items

Bill to: Veteran's Park
42 Seaview Ave
Norwalk, CT 06855

Ship to: Attn: Purchasing Department
Veteran's Park
42 Seaview Ave
Norwalk, CT 06855

Video System TOTALS

TOTAL INVESTMENT	\$68,949.00
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GRAND TOTALS

TOTAL INVESTMENT	\$68,949.00
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TAX	\$0.00
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TOTAL INVESTMENT WITH TAX	\$68,949.00
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THE FOLLOWING TERMS AND CONDITIONS WILL GOVERN ALL TRANSACTIONS BETWEEN CUSTOMER AND SELLER FOR THE GOODS AND SERVICES THAT ARE THE SUBJECT OF THIS AGREEMENT. THESE TERMS AND CONDITIONS ARE INCORPORATED BY REFERENCE INTO ANY PURCHASE ORDER ISSUED BY CUSTOMER AS IF EXPRESSLY SET FORTH THEREIN. ANY ADDITIONAL OR DIFFERENT TERMS OR CONDITIONS CONTAINED IN CUSTOMER'S PURCHASE ORDER OR IN ANY OTHER DOCUMENT SHALL BE DEEMED OBJECTED TO BY SELLER AND SHALL BE OF NO FORCE OR EFFECT.

THE PARTIES EXPRESSLY AGREE THAT MONITORING SERVICES ARE SPECIFICALLY EXCLUDED FROM THE SCOPE OF THIS AGREEMENT.

1. **TERM AND TERMINATION:** This Agreement shall be in effect for Five (5) years from the date provided above and shall automatically renew for additional one (1) year terms unless terminated by either party upon Sixty (60) days written notice prior to the expiration of the original term or of any renewal thereof. If such automatic renewal is not permissible by law, then this Agreement shall renew for the maximum period allowable by such law.

2. **PAYMENT:** (a) Sales and installations - Payment Terms, unless otherwise stated in acceptance section shall be on a progress basis as follows: Customer will pay 30% upon contract signing, 30% upon shipment of equipment to Seller or Customer designated site, 30% upon substantial completion and 10% upon final acceptance by Customer. (b) Service and maintenance: Payments shall be made yearly in advance to cover services in the succeeding twelve (12) month period. The service fee will increase annually by five (5%) percent on the anniversary of the commencement of services to reflect increases in material and labor costs. The Customer will promptly pay invoices within thirty (30) days of invoice date. Should a payment become thirty (30) days or more delinquent, Seller may stop all work under this Agreement without notice and/or cancel this Agreement, and the entire Agreement amount shall become due and payable immediately upon demand. A finance charge will be added to past due accounts at the rate of one and one-half percent (1.5%) per month, or at the highest legal rate, whichever is less. Any standard goods that are either received at the Seller warehouse, or delivered to the Customer site, that are later canceled or returned by Customer are subject to a fifteen percent (15%) restocking fee. Any custom orders are subject to a one hundred percent (100%) restocking fee.

3. **TAXES:** The Customer shall be responsible for all taxes applicable to the work and/or materials hereunder.

4. **SERVICE HOURS:** Seller will perform all work during normal business hours: Monday through Friday, 8:00 a.m. to 5:00 p.m. Any requests for work to be performed outside normal business hours will be billed at Seller premium rates in effect at the time the work is performed. Any fire protection systems discovered at the time of inspection or added to the above premises after the date of this Agreement shall be inspected by Seller and Customer shall pay an additional price commensurate with the usual charges made by Seller and thereafter such systems will be added to the Scope of this Agreement at a mutually agreed upon price.

5. **SUBCONTRACTING:** Seller shall have the right to subcontract, in whole or in part, any installations and/or services, including but not limited to, monitoring services and/or limited warranty/extended limited warranty services which Seller may perform. Customer acknowledges that this contract and particularly those paragraphs relating to Seller's limited liability, disclaimer of warranties, and third party indemnification, inure to the benefit of, and are applicable to, any assignees and/or subcontractors with the same force and effect as they bind customer to Seller.

6. **INSTALLATION / SITE CONDITIONS:** Seller will arrange for installation of the equipment in accordance with specifications, drawings and instructions provided by Customer, which specifications and drawings are considered a part of this Agreement. Customer shall provide Seller a safe working environment and unencumbered access to all areas where work is to be performed. Customer acknowledges that Seller's service personnel have been instructed not to perform any work in hazardous locations until working conditions have been made safe, as determined in the service personnel's sole discretion, and it is the responsibility of the Customer to take any measures necessary to eliminate such hazards before the work may proceed. Customer shall provide reasonably adequate lighting, heating, ventilation and other working conditions to permit safe and proper installation. Suitable foundations, wall openings, curbing holes, pits, tunnels, culvert piping, grouting, surrounding masonry and concrete, canopies and architectural enclosures, and sun screens shall be constructed by others at Customer's cost. Customer shall also provide at its own expense the power and lighting that is required for proper operation of the equipment. If, through no fault of Seller, Seller cannot proceed with the work within a reasonable time after delivery of the equipment and/or Seller's arrival at the work site, Customer shall pay Seller's actual expenses, including, but not limited to, additional service fees and any storage fees incurred by Seller in waiting to proceed or in returning to Customer's premises to perform the work. Customer shall notify Seller of any cancellations forty-eight (48) hours in advance of any scheduled service call. Failure to so notify will result in an additional service fee charged to Customer. Customer shall secure and pay for any required building permits and governmental fees, licenses, and inspection necessary for the proper execution and completion of the installation of the equipment which are legally required at the time that the installation is done. Customer shall give all notices and comply with all laws, ordinances, rules, regulations and lawful orders of any public authority bearing on the performance of the work. In the event that Seller is required, in connection with the installation of the equipment, to do additional work either because Customer did not prepare the job site, or because the drawings, wiring, or other work done by Customer or for Customer by others, was not properly represented in the drawing supplied to Seller, Seller shall have the option of doing the additional work required to complete the job, and will charge Customer at Seller's current prevailing rates for such work, or, of abandoning the installation and being paid in full by Customer upon demand therefore. Any additional amounts so charged shall be due within ten (10) days of receipt of invoice by Customer. Customer represents to Seller that it has an interest in the real estate on which the equipment is to be installed and that has the authority to and hereby authorizes Seller to do the work as provided in this Agreement. Further, Customer warrants that the job site at which the installation work to be done hereunder, complies with all applicable safety and work rules, OSHA regulations, and other governmental and contractual requirements as to working conditions.

7. **EQUIPMENT COVERED:** Seller will provide Customer with the services described herein for the equipment listed on the Equipment Inventory List provided herein. Any additions to or deletions from the Equipment Inventory List, and any change in the service price as a result thereof, must be made in writing and signed by both Seller and Customer.

8. **TIME AND MATERIALS SERVICE WORK:** In the event that Seller is asked by Customer to perform additional work on a time and materials basis during the term of this Agreement, and such work is outside the scope of work contemplated herein, the Customer understands and agrees that any such time and materials work will be performed by Seller pursuant to the terms and conditions contained herein and at Seller time and

materials rates in effect at the time the work is performed.

9. WARRANTIES:

INSPECTION WARRANTY - Seller makes no warranty, express or implied, in connection with any inspections services provided hereunder.

SERVICES WARRANTY - For all other services, including those provided on a time and materials basis, and excluding inspection services, Seller warrants that the services provided hereunder will be performed in accordance with generally accepted industry standards and practices. In the event that any services fail to comply with the foregoing standard within ninety (90) days from the date services are completed, Seller will re-perform the non-complying services at no additional charge.

PRODUCTS/ REPLACEMENT PARTS WARRANTY - Any equipment or replacement parts provided by the Seller will be warranted for a period of ninety (90) days from the date the equipment or replacement parts are installed by Seller. In no event shall Seller have any obligation to make repairs, replacements or corrections required, in whole or in part, as the result of (i) normal wear and tear, (ii) accident, disaster or other event beyond the reasonable control or fault of Seller, (iii) misuse, fault or negligence of or by Customer, (iv) use of the equipment or replacement parts in a manner for which they were not designed, (v) causes external to the equipment or replacement parts such as, but not limited to, water damage, power failure or electrical power surges or (vi) use of the equipment or replacement parts supplied by the Seller in combination with equipment or software not supplied by the Seller. Any installation, maintenance, repair, service, relocation or alteration to or of, or other tampering with the equipment or replacement parts performed by any person or entity other than Seller without Seller's prior written approval, or any use of replacement parts not supplied by Seller, shall immediately void and cancel all warranties with respect to the affected products.

PHYSICAL SECURITY - Notwithstanding the foregoing, and excluding inspections, equipment and labor provided by Seller on any physical security equipment specified on the Equipment list attached hereto shall be warranted for a period of one (1) year from the date the physical security equipment or replacement parts are installed by Seller.

THE FOREGOING WARRANTIES ARE THE SOLE AND EXCLUSIVE WARRANTIES GIVEN BY SELLER IN CONNECTION WITH THE SERVICES PERFORMED AND PRODUCTS PROVIDED HEREUNDER, AND ARE IN LIEU OF ALL OTHER WARRANTIES OF ANY KIND, WHETHER EXPRESS OR IMPLIED, ORAL OR WRITTEN, WHICH ARE HEREBY DISCLAIMED AND EXCLUDED BY SELLER, INCLUDING WITHOUT LIMITATION ANY WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE OR USE.

10. INDEMNIFICATION: Seller agrees only to indemnify the Customer for losses due to bodily injury, or property damage to the extent caused by Seller's negligent acts or omissions, or the negligent acts or omissions of its employees, agents and subcontractors during the performance of this contract, but not to the extent caused by others.

11. INSURANCE: Seller agrees to maintain the following insurance during the term of the Agreement with limits not exceeding the stated amounts: (a) Comprehensive General Liability insurance covering bodily injury and property damage with a limit of \$1,000,000 per occurrence and \$2,000,000 general aggregate, (b) Statutory workers' compensation and employer's liability insurance for a limit of \$1,000,000 per occurrence, (c) Automobile liability covering bodily injury and property damage with a combined single limit of \$1,000,000 per occurrence and (d) Excess/Umbrella Liability Insurance with a limit of \$1,000,000 per occurrence and \$2,000,000 general aggregate. If Seller is performing services on Customer's site, Customer will be named as additional insured under the Commercial General Liability policy only with respect to liability arising out of bodily injury or property damage but only to the extent resulting from the negligent acts or omissions of Seller or its willful misconduct arising out of the ongoing performance of its obligations under the contract. Seller does not otherwise name parties as additional insured or agree to waive its rights to subrogation. Seller does not provide copies of its policies, certified or otherwise nor does it provide endorsements.

12. FORCE MAJEURE: Seller shall not be liable for any failure to perform or delays in installing or repairing equipment or systems, or for any interruption of any service to be performed hereunder, or in the performance of an obligation hereunder as a result of an event beyond its reasonable control, including, but not limited to, strikes, industrial disputes, fire, flood, acts of God, war, vandalism, riot, national emergency, acts of terrorism, embargoes or restraints, supplier default, extreme weather or traffic conditions, order or other act of any governmental agency, and shall not be required to supply any service to the Customer while interruption of such service due to any such cause shall continue. Any service charges shall cease until service is resumed.

13. LIMITATION OF LIABILITY: NOTWITHSTANDING ANYTHING ELSE IN THIS AGREEMENT, NEITHER PARTY SHALL BE LIABLE FOR ANY INDIRECT, LIQUIDATED, CONSEQUENTIAL, SPECIAL OR ECONOMIC LOSS, COST LIABILITY, DAMAGE OR EXPENSES HOWSOEVER ARISING, WHETHER OR NOT FORESEEABLE AND WHETHER OR NOT DUE TO NEGLIGENCE OF EITHER PARTY IN PART OR IN WHOLE. Notwithstanding anything to the contrary herein and to the extent permitted by law, the aggregate liability of Seller to the Customer, whether in contract, tort (including negligence), or otherwise will be limited to one (1) times the contract value, provided however the foregoing does not limit the liability of Seller for any injury to, or death of a person, caused by the gross negligence of Seller.

14. ENVIRONMENTAL: Customer agrees and acknowledges that Customer shall be solely responsible for all costs, expenses, damages, fines, penalties, claims, and liabilities associated with or incurred in connection with such hazardous materials or substances, and Customer shall be solely responsible for reporting the presence of said hazardous materials or substances to the proper governmental authorities. Customer further agrees and acknowledges that title to, ownership of, and legal responsibility and liability for any and all such hazardous materials and substances at all times shall remain with Customer and that Customer shall be solely responsible for the removal, handling, and disposal of all hazardous materials in accordance with all applicable governmental regulations.

15. EXPORT COMPLIANCE: Customer hereby represents and warrants that it will comply with the requirements of all applicable export laws and regulations, including but not limited to the U.S. Export Administration Regulations, in the performance of this Agreement and the treatment of Confidential Information herein. It is understood that countries outside the US may restrict the import or use of strong encryption products and may restrict exports, and Customer agrees that Customer shall be solely responsible for compliance with any such import or use restriction. Customer agrees to indemnify and hold harmless Seller from any costs, penalties, or other losses caused by, or related to, any violation or breach of the representations and warranties in this provision. This provision shall survive any termination or expiration of this Agreement.

16. FEDERAL ACQUISITION REGULATIONS: The components, equipment and services proposed by Seller are commercial items as defined by the

Federal Acquisition Regulations ("FAR") and the prices in any resulting contract and in any change proposal are based on Seller's standard commercial accounting policies and practices which do not consider any special requirements of U.S. Government cost principles and do not meet the requirements of Part 31 of the FAR or any similar procurement regulations. Seller agrees only to perform a contract for the sale of a commercial item on a fixed-price basis. In addition, Seller will not agree to submit or certify to any cost or pricing data nor will Seller agree to any requirements to establish price reasonableness under FAR Part 15 or such similar regulations. In stating its position, Seller refers to FAR Part 12 - "Acquisition of Commercial Items."

17. GENERAL: (a) This Agreement and the Scope of Work, constitutes the entire Agreement between Customer and Seller and supersedes all prior written and oral agreements in relation to the work contemplated under this Agreement. (b) No amendments, modifications, or supplements to this Agreement shall be binding unless in writing and signed by both parties. (c) Any rejection of goods for being nonconforming under the requirements of this contract must be made by the Customer by sending written notification to Seller of the rejection within fifteen (15) days after their delivery. Such notification shall state the basis of the alleged nonconformity of the goods and the description of that portion of the shipment being rejected. (d) This Agreement shall not be in effect or binding upon Seller until signed by its duly authorized representative. (e) Customer may not assign its rights or delegate its duties hereunder without the specific, written consent of Seller.

18. GOVERNING LAW: This Agreement shall be interpreted in and governed by the laws of the State in which the work is to be performed including all matters of construction, validity, performance and enforcement. This Agreement may be executed in multiple counterparts, each of which shall be deemed an original and of equal force and effect.

19. COSTS AND ATTORNEYS' FEES: In the event that it shall become necessary for Seller to employ a collection agency or attorney to collect unpaid charges or any other sums Customer may owe hereunder, Customer shall be liable to Seller for Seller's reasonable and necessary costs of collection and attorneys' fees incurred in such collection activities. In the event of any other legal proceeding related to this Agreement, the prevailing party in such proceeding shall be entitled to recover its costs and reasonable attorneys' fees from the other party.

20. SEVERABILITY: If any term, covenant, condition or provision of this Agreement, or the application thereof to any circumstance, shall, at any time or to any extent, be determined by a court of competent jurisdiction or an arbitrator to be invalid or unenforceable, the remainder of this Agreement, or the application thereof to circumstances other than those as to which it is held invalid or unenforceable, shall not be affected thereby and each term, condition or provision of this Agreement shall be valid and enforceable to the fullest extent permitted by law.

21. NOTICES: All notices under this Agreement shall be in writing, signed, dated and sent by overnight courier or registered or certified U.S. mail, postage prepaid, return receipt requested, to the parties at the addresses shown below. All changes of address must be in writing and delivered as provided in this Section. Notices are deemed given when deposited, as described above, with the U.S. mail or in the overnight receptacle. Any such notice, if sent by the Customer to the Seller, shall be addressed as follows:

Limited Warranty; Exclusions and Disclaimers

22. To the extent not otherwise warranted pursuant to an applicable manufacturer's warranty, Security 101 warrants all Equipment and installation labor rendered as part of the Work against defects in materials and labor for a period of twelve (12) months (the 'Warranty Period') from the date of substantial completion of the installation; provided, however, no warranty is made as to, and there is specifically excluded from the warranty, any and all expendable supplies, equipment and parts, or any portions of the Work which have been misused, abused, not used in the manner intended, neglected, or damaged by an act of God or altered, modified, or manipulated in any manner by Customer or a third party. Any defect in the installation during the Warranty Period will be repaired or replaced at the option of Security 101. Any shipping charges in connection with a repair or replacement shall be the responsibility of Customer. The repair or replacement shall constitute Customer's sole remedy against Security 101.

23. Security 101 MAKES NO OTHER OR FURTHER WARRANTY WITH RESPECT TO INSTALLATION LABOR, MATERIALS AND EQUIPMENT OR ANY OTHER PORTION OF THE WORK OTHER THAN THE FOREGOING WARRANTY AND SPECIFICALLY DISCLAIMS ANY AND ALL OTHER WARRANTIES, EXPRESSED OR IMPLIED, INCLUDING THE WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE.

24. IN NO EVENT SHALL Security 101 BE LIABLE TO CUSTOMER OR ANY THIRD PARTY FOR SPECIAL, INCIDENTAL, CONSEQUENTIAL, EXEMPLARY, OR PUNITIVE DAMAGES OR FOR LOST PROFITS, LOST SALES, INJURY TO PERSON OR PROPERTY OR ANY OTHER CAUSE AS A RESULT OF A DEFECT IN LABOR, EQUIPMENT OR OTHER SUPPLIES OR MATERIALS WITH RESPECT TO ANY ITEM FURNISHED UNDER THE AGREEMENT, MALFUNCTION OR NONFUNCTION OF ANY SYSTEM, WRONGFUL PERFORMANCE OF OR FAILURE TO PERFORM ANY ACTS INCLUDED IN THE WORK, TRANSPORTATION DELAYS OR BREACH OF WARRANTY.

25. Customer acknowledges that no warranty, representation, or statement by any representative of Security 101 not stated herein shall be binding. This writing, and the document or documents attached hereto or of which this writing is a part, if any, constitutes the final expression of the parties' agreement and is a complete and exclusive statement of the terms of the Agreement.

Limitation of Liability

26. The parties understand and agree that: (a) the Work is intended to constitute or be part of a security system designed to reduce risk of loss for the Customer; (b) Customer has selected, accepted and approved the Scope of Work after considering and balancing the levels of protection afforded by various types of systems and services available to it and the related costs of them; (c) neither Security 101 nor any person engaged

by Security 101 to perform any portion of the Work shall be construed to be an insurer of the person or property of Customer, its employees, agents, contractors, assigns, customers, invitees or any other person at the location(s) where the work is performed (the "Location(s)"); (d) the Price and Payment Terms are based solely on the cost and value of Security 101 providing the Work and are unrelated to the value of property of Customer or others located at the Location(s); (e) the Price and Payment Terms do not contemplate any payment being made or consideration being given to Security 101 for any guarantee, warranty or insuring agreement by any one or more of them to Customer with respect to the person or property of anyone; (f) Security 101 MAKES NO GUARANTEE OR WARRANTY OF ANY KIND THAT THE WORK (INCLUDING ANY MATERIALS AND EQUIPMENT SUPPLIED AS PART OF THE WORK) WILL AVERT OR PREVENT OCCURRENCES OR CONSEQUENCES THEREFROM WHICH THE WORK IS DESIGNED TO DETECT OR AVERT.

27. Notwithstanding the foregoing provisions of this Section or for whatever reason, Security 101 should be found liable for personal injury or property loss or damage caused by a failure to perform by Security 101 or the failure of any materials or equipment in any respect whatsoever or a court of proper jurisdiction determines the limitations on warranties are inapplicable, Customer agrees that the aggregate liability of Security 101 under or with respect to the Agreement, the Work to be performed under, and any warranty provided pursuant to, the Agreement, shall be limited to a sum equal to the lesser of (i) one-tenth (1/10) of the total Price to be paid by Customer under the Agreement, (ii) if the Price is to be paid in monthly payments or installments (other than progress payments), an amount equal to six (6) monthly payments, or (iii) Five Hundred Dollars (\$500.00), and this liability shall be exclusive, and that the provisions of this subsection shall apply if loss or damage, irrespective of cause or origin, results directly or indirectly to persons or property, from performance or nonperformance of the Work, from breach of warranty, or from negligence, active or otherwise of Security 101.

Indemnification

28. When Customer ordinarily has the property of others in its custody, or the Work extends to the protection of the person or property of others, Customer shall indemnify, save, defend and hold harmless Security 101 from and against all claims brought by parties other than the parties to the Agreement. This provision shall apply to all claims regardless of cause, including the performance or failure to perform by Security 101, and including without limitation, defects in products or system design, installation, repair service, monitoring, operation or non-operation of materials or equipment, whether based upon negligence, active or passive, express or implied contract or warranty, contribution or indemnification or strict or product liability; provided, however, Customer shall have no duty to indemnify in the case of gross negligence or willful misconduct by Security 101, its employees, agents or assigns. Customer agrees to indemnify Security 101 against, and to defend and hold Security 101 harmless from any action for subrogation which may be brought against Security 101 by any insurer or insurance company or its agents or assigns including the payment of all damages, expenses, costs and reasonable attorney's fees.

Design Development, Programming, Drawings, Ownership, and Software License(s)

29. Design Development. Customer and Security 101 have together developed or will develop the design and specifications for the Work. When Customer has accepted or approved the design and specifications, the sole and final responsibility for the design and specifications shall be Customer's. Security 101 shall have no liability to Customer for any loss or damage claimed against or incurred by Customer or any employee, agent or licensee of Customer because of any defect or alleged defect in the design or specifications or the failure of the equipment or the Work to perform as desired or anticipated by Customer.

30. Programming. Security system programming is an essential element of the systems operation and performance. Customer acknowledges and agrees that security system programming is an ever-changing process, and in significant part subject to Customer's day-to-day and other business operations and parameters and the changes or modifications to them. To the extent required by the design and specifications of the Work, Security 101 shall:

- (i) Load a configuration program that will allow Customer's security system to perform basic access control operation, door timers, lock timers, and basic alarm functions; and
- (ii) Provide a total number of hours of personnel training regarding Customer's security system as specified in the Agreement; if a number of hours is not specified, the total number of hours of training shall not exceed fifteen (15). Personnel training may include training of operators, administrators, or other personnel designated by Customer. Training subjects shall be dictated by Work specifications but may include password configuration, door identification, timers, alarms and reports. Additional training, programming or related consulting services provided by Security 101 at Customer's request shall be provided at an above contract cost.

31. Drawings:

- (i) To the extent required by the design and specifications of the Work, Security 101 shall provide reasonable descriptions of the functional operation of the system(s) being provided by the Work by furnishing riser diagram drawings.
- (ii) Security 101 may provide, at Customer's request and at an above contract cost, detail drawings utilizing industry standard electronic floor plans.

32. Ownership. Prior to completion of the Work, any drawings, specifications and equipment lists developed in connection with the design for the Work shall remain the property of Security 101 whether the Work for which they were made is executed or not. Drawings, specifications and equipment lists shall be returned to Security 101 on demand at any time prior to substantial completion of the Work. Prior to substantial completion of the Work, any drawings, specifications and equipment lists: (a) shall be considered confidential information and trade secrets of Security 101 unless they constitute information which is exempted or excluded by law from confidential and trade secret status; (b) shall not be used by Customer on other projects or extensions of a project included within the Work, or to obtain other bids, except by agreement in writing and with appropriate compensation to Security 101 ; and (c) are not to be reproduced in whole or in part without prior written consent of Security 101. Upon substantial completion of the Work and final payment in full by Customer, ownership of drawings, specifications and equipment lists shall become Customer's.

33. Software License(s). Software required to operate systems are governed by the License Agreement provided by the system manufacturer(s).

Security 101 may modify pricing ("Price Modification") with respect to Orders that have been previously accepted, to the extent Security 101 deems necessary, for reasons including but not limited to: (i) price increases imposed by Security 101 suppliers; (ii) Purchaser's required procurement timelines; (iii) supply chain constraints or material shortages; or (iv) other events outside of Security 101's control impacting the relevant industry. Purchasers may reject the Price Modification by cancelling the applicable lines of the Order subject to the Price Modification within 14 calendar days of the Price Modification notification. If requested by Security 101, Purchaser agrees to issue, or otherwise agree to, a revised or supplemental Order pursuant to this Section. If Purchaser fails or refuses to issue or agree to a revised or supplemental Order reflecting a Price Modification, Security 101 may in its sole discretion, in addition to any other remedy it may have, cancel the Order or hold such Order until such revised or supplemental order has been issued or provided. Notwithstanding the foregoing, unless the Purchaser cancels the Order within 14 days of the Price Modification notification, such Price Modification shall be binding regardless of Purchaser's failure or refusal to issue or provide a revised or supplemental Order.

The impacts of COVID-19 cannot be reasonably determined at this time. This quote/proposal does not account for any potential adverse impacts COVID-19 may have on Seller's performance or obligations herein. In the event of any delays or adverse impacts, Seller reserves the right for an equitable adjustment of the delivery schedule and prices herein to offset the effects of COVID-19 delays, without fault or penalty of any kind.

Video System Terms & Conditions

Additional Terms & Conditions

Installation

34. All required installation documents are included.

35. Installation of all required equipment and materials with on-site supervision of project is included.

36. Labor quoted assumes normal eight (8) hour working days, excluding weekends, holidays and overtime.

37. Idle time incurred by Security 101 employees and their subcontractors due to escorts, clearances, inability to enter workspace, and other factors beyond our control, will be invoiced at our current labor rates.

38. This proposal includes travel to and from the site to perform our stated scope of work. Additional or duplicate site visits required due to factors beyond our control, will be invoiced at our current labor rates.

39. Client to coordinate with local Security 101 staff to provide safe and timely right-of-passage in the work area during cable run and system installation.

40. Client to provide and coordinate 110 VAC electrical service where needed.

41. All LAN/WAN connections, addressing and network functionality are the responsibility of the Client.

42. Any telephone lines or LAN/WAN connections must be installed and operational prior to Security 101 commencing work. The local Security 101 representative will verify the availability and functionality of all connections prior to starting work.

Changes in Scope of Work

43. Any changes in the understood scope of work will be communicated and approved in writing (by an authorized Client representative), prior to commencing work.

Permits/Bonding/Sealed Engineered Drawings

44. Permits, bonds, and other requirements by any government agency are not included.

Miscellaneous

45. The bold headings and numbered paragraphs are for convenience only, have no legal significance, and shall not be deemed to alter or effect any provision of this Agreement.

46. Neither party shall be liable in damages or have the right to terminate this Agreement for any delay or default in performing hereunder if such delay or default is caused by conditions beyond its control including, but not limited to Acts of God, Government restrictions (including the denial or cancellation of any export or other necessary license), wars, insurrections and/or any other cause beyond the reasonable control of the party whose performance is affected.

47. Neither party shall be liable for any failure or delay in performance under this Agreement (other than for delay in the payment of money due and payable hereunder) to the extent said failures or delays are proximately caused by causes beyond that party's reasonable control and occurring without its fault or negligence, including, without limitation, failure of suppliers, subcontractors, and carriers, or party to substantially meet its performance obligations under this Agreement, provided that, as a condition to the claim of non-liability, the party experiencing the difficulty shall give the other prompt written notice, with full details following the occurrence of the cause relied upon. Dates by which performance obligations are scheduled to be met will be extended for a period of time equal to the time lost due to any delay so caused.

48. In the event that any one or more of the provisions contained herein shall, for any reason, be held to be invalid, illegal or unenforceable in any respect, such invalidity, illegality or unenforceability shall not affect any other provisions of this agreement, but this agreement shall be construed as if such invalid, illegal or unenforceable provisions had never been contained herein, unless the deletion of such provision or provisions would result in such a material change so as to cause completion of the transactions contemplated herein to be unreasonable.



Acceptance

Proposal #186498.2 Revised 04 2023 Veteran's Park Camera System

For the amount of **\$68,949.00** (tax not included)
This proposal dated Monday, April 10, 2023 is valid until Friday, June 9, 2023

The person or persons below represent that they are authorized to sign and execute this binding agreement. This acceptance indicates understanding of the complete proposal, including clarifications, design, programming, drawings, ownership and software licenses and the Warranty Service Plan, if included as a part of this proposal. This system proposal is intended to provide the customer partial protection of the designated premises. Its design should be understood to represent a compromise between the costs, understood scope of work and customer feedback. Accordingly, such a system may not provide ample protection from all possible threats, and Security 101 shall not be responsible in such an event.

The impacts of COVID-19 cannot be reasonably determined at this time. This quote/proposal does not account for any potential adverse impacts COVID-19 may have on Seller's performance or obligations herein. In the event of any delays or adverse impacts, Seller reserves the right for an equitable adjustment of the delivery schedule and prices herein to offset the effects of COVID-19 delays, without fault or penalty of any kind.

Supply Chain Delays and Vendor Price Increases: Security 101 cannot be responsible for delays caused by supply chain delays or COVID-related delays. Prices may be increased by vendors/manufacturers requiring adjustments to the proposal price.

Payment Terms

50% upon Deposit
50% upon Job Complete

Under no circumstances may the customer make payments directly to any subcontractor, material supplier, laborer or any other person performing work or furnishing material under the Agreement without the prior written consent of Security 101.

Security 101 may assign this Agreement to any other person, firm or corporation without notice to or approval by the customer and may subcontract any activities which may be performed under this Agreement, either voluntarily or by operation of law, without the consent of the customer.

Licenses

CT — Electrical: ELC.0193981-C5 | CT — Other: 6499 | MA — Electrical: 7120- C | MA — Other: SS-001792 | NJ — Alarm: 34BA00186800 | NY — Alarm: 120000299743 | RI — Alarm: 2708 | VT — Electrical: ES-05556 (7C, 7K)

Veteran's Park

Security 101 - Connecticut

Authorized Customer Signature (date)

Authorized Security 101 Signature (date)

Printed Name

Printed Name

Title

Title

Purchase Order Number



DEPARTMENT OF FINANCE

Purchasing Department

March 15, 2023

Mr. Larry Cannon
Enviromed Services Inc
470 Murdock Avenue
Meriden, CT. 06450

Via Email to: LCannon@enviromedservices.com

Award Status - Re: 4250 Hazardous Communications Standard Compliance Assistance

Dear Larry:

Thank you for your response to our request for proposal submissions for this project and participating in the virtual interview.

Congratulations, the Selection committee has completed their review of the proposal submissions that were received for this solicitation and the committee shall be recommending that this project should be awarded to your Firm.

This award recommendation shall be forwarded to the Finance & Claims Committee of the Norwalk Common Council for their review and approval at their next regularly scheduled meeting

If approved, the award recommendation would then be forwarded to the full Norwalk Common Council for their review and authorization at their next regularly scheduled meeting.

We appreciate your time and effort in preparing this submission and we are looking forward to working with your Firm on this project.

Sincerely,



Sharon Conners

Purchasing Agent
Ph. 203-854-7947
Fax 203-854-7817
E-mail sconners@norwalkct.org

Norwalk Parking Authority
BUDGET (SUMMARY)
FY 2024

	Actual FY 2022	Forecast FY 2023	Budget FY 2024	Variance \$ to Forecast FY 2023	Variance % to Forecast FY 2023
REVENUE:					
Monthly	2,195,016	2,242,391	2,355,698	113,308	5.05%
Transient	2,171,126	2,451,215	2,428,471	(22,744)	-0.93%
Meters	646,956	675,846	676,027	181	0.03%
Violations	1,440,232	1,287,880	1,384,396	96,516	7.49%
Sales Tax/Refunds	(299,861)	(320,631)	(326,020)	(5,389)	1.68%
TOTAL PARKING REVENUE	6,153,469	6,336,701	6,518,572	181,871	2.87%
Other Revenue	83,145	85,847	97,376	11,529	13.43%
TOTAL SYSTEM REVENUE	6,236,613	6,422,548	6,615,948	193,400	3.01%
EXPENSES:					
Payroll/Benefits	1,613,103	1,603,412	1,810,900	207,487	12.94%
All Other Oper Exp	2,430,411	2,365,717	2,628,300	262,583	11.10%
City Support Charges	698,828	742,837	760,525	17,688	2.38%
Debt Service	1,159,618	1,286,162	1,255,121	(31,041)	-2.41%
Total Expenses	5,901,960	5,998,127	6,454,844	456,717	7.61%
Fund Balance	334,653	424,420	161,104	(263,316)	-62.04%

**Norwalk Parking Authority
BUDGET (by LOCATION)
FY 2024**

	Meters/ Enforcmt 301	SNRR Garage 305	SNRR Lot 306	Maritime Garage 307	Haviland 308	YDG 309	Webster 310	N. Water Lot 311	Wall St. Lot 313	Main St. Lot 314	ENRR Lots 316	Liberty Square Lot 000	Library Lot 220	TOTAL
REVENUE:														
Monthly	0	694,891	0	360,893	411,575	94,076	548,351	0	30,108	61,385	140,382	14,038	0	2,355,698
Transient	0	561,996	201,690	683,270	348,451	19,202	326,880	81,396	56,340	53,460	58,320	37,341	126	2,428,471
Meters	676,027	0	0	0	0	0	0	0	0	0	0	0	0	676,027
Violations	1,384,396	0	0	0	0	0	0	0	0	0	0	0	0	1,384,396
Sales Tax/Refunds	(40,365)	(75,047)	(12,043)	(62,345)	(45,380)	(6,764)	(52,259)	(4,860)	(5,162)	(6,857)	(11,864)	(3,068)	(8)	(326,020)
TOTAL PARKING REV.	2,020,059	1,181,840	189,647	981,817	714,645	106,514	822,972	76,536	81,286	107,988	186,838	48,311	118	6,518,572
Other Revenue	1,000	79,360	0	6,000	0	11,016	0	0	0	0	0	0	0	97,376
TOTAL SYSTEM REV.	2,021,059	1,261,200	189,647	987,817	714,645	117,530	822,972	76,536	81,286	107,988	186,838	48,311	118	6,615,948
EXPENSES:														
Operating Exp.	1,013,302	927,408	304,870	625,012	349,367	164,169	453,300	144,629	101,527	100,630	127,786	82,327	44,872	4,439,199
City Support Charges	128,938	134,003	80,322	125,557	70,767	41,119	85,152	27,511	17,862	18,107	18,721	8,130	4,336	760,525
Debt Service	286,973	50,618	22,184	562,814	187,226	62,934	74,119	30	0	7,344	879	0	0	1,255,121
Capital Outlay	591,846	149,171	(217,728)	(325,566)	107,285	(150,692)	210,401	(95,634)	(38,103)	(18,093)	39,452	(42,145)	(49,089)	161,104
TOTAL EXPENSES	2,021,059	1,261,200	189,647	987,817	714,645	117,530	822,972	76,536	81,286	107,988	186,838	48,311	118	6,615,948

Norwalk Parking Authority
BUDGET (Detail)
FY 2024

	Actual FY 2022	Forecast FY 2023	Budget FY 2024	Variance \$ to Forecast FY 2023	Variance % to Forecast FY 2023
PARKING REVENUE					
Monthly	2,195,016	2,242,391	2,355,698	113,308	5.05%
Transient	2,171,126	2,451,215	2,428,471	(22,744)	-0.93%
Meters	646,956	675,846	676,027	181	0.03%
Violations	1,440,232	1,287,880	1,384,396	96,516	7.49%
Less: Refunds	(551)	(29)	0	29	-100.00%
Less Sales Tax	(299,310)	(320,602)	(326,020)	(5,418)	1.69%
TOTAL PARKING REVENUE	6,153,469	6,336,701	6,518,572	181,871	2.87%
OTHER REVENUE					
Art Program - MG	0	0	0	0	0
Advertising	37,910	18,000	18,000	0	0.00%
Lease Income - SNRR	36,760	39,822	36,960	(2,862)	-7.19%
Lease Income - YDG	4,968	4,389	5,016	627	14.29%
SNRR/ENRR Concessions	0	20,246	32,400	12,154	60.03%
Investment Income	0	0	1,000	1,000	0
ATM Machines	3,507	3,390	4,000	610	17.99%
TOTAL OTHER REVENUE	83,145	85,847	97,376	11,529	13.43%
TOTAL SYSTEM REVENUE	6,236,613	6,422,548	6,615,948	193,400	3.01%
EXPENSES					
Personnel/Benefits (FTE 27.2)	1,613,103	1,603,412	1,810,900	207,487	12.94%
Security Service Contracts	82,583	120,280	129,831	9,551	7.94%
Equipment Expense	1,922	0	30,000	30,000	0
Vehicle Expense	48,369	66,661	70,000	3,339	5.01%
Building & Property R&M	634,360	523,960	554,150	30,190	5.76%
Sanitation Expense	25,690	26,215	29,520	3,305	12.61%
Operating Expense	93,501	128,180	125,000	(3,180)	-2.48%
Elevator Repair & Maintenance	17,709	(372)	0	372	-100.00%
Snow Removal	126,864	75,349	177,500	102,151	135.57%
Signage	21,943	61,148	50,000	(11,148)	-18.23%
Tickets	20,942	5,743	15,000	9,257	161.18%
Liability Insurance	149,710	154,416	164,624	10,208	6.61%
Maritime Garage Condo Fees.	21,353	21,353	23,574	2,221	10.40%
Uniforms	4,180	28,381	40,000	11,619	40.94%
Utilities	81,789	84,383	79,314	(5,069)	-6.01%
Management Fees	100,000	100,000	100,000	0	0.00%
Office Expense	13,277	12,265	16,000	3,735	30.46%
Service Contracts	246,910	192,749	201,373	8,623	4.47%
Telephone/Data Communications	97,754	86,592	90,000	3,408	3.94%
Credit Card Fees	279,254	304,800	297,414	(7,386)	-2.42%
Permit/Violation Management	132,896	129,333	150,000	20,667	15.98%
Marketing & Communications	14,598	26,155	50,000	23,845	91.17%
Capital Reserve & Replacement	112,500	118,125	135,000	16,875	14.29%
Parking Programs	102,308	100,000	100,000	0	0.00%
Contingency Fund	0	0	0	0	0
TOTAL OPERATING EXPENSES	4,043,514	3,969,129	4,439,199	470,070	11.84%
CITY ADMINISTERED EXPENSES					
Personnel/Benefits (city alloc.)	460,000	460,000	460,000	0	0.00%
Electric	176,428	218,571	235,705	17,134	7.84%
Business Exp.	4,500	3,200	3,200	0	0.01%
Sewer (WPCA)	7,900	11,066	11,619	553	5.00%
Professional Service	45,000	45,000	45,000	0	0.00%
Legal Service	5,000	5,000	5,000	0	0.00%
TOTAL CITY ADMINISTERED	698,828	742,837	760,525	17,688	2.38%
SUB-TOTAL OPERATING EXP.	4,742,342	4,711,966	5,199,724	487,758	10.35%
Debt Service Interest	363,932	284,445	215,719	(68,726)	-24.16%
Debt Service Principal	795,686	1,001,717	1,039,402	37,685	3.76%
SUB-TOTAL DEBT SERVICE	1,159,618	1,286,162	1,255,121	(31,041)	-2.41%
Capital Outlay	334,653	424,420	161,104	(263,316)	-62.04%
TOTAL EXPENSES	6,236,613	6,422,548	6,615,948	193,400	3.01%

Norwalk Parking Authority

BUDGET NARRATIVE

FY 2024

PARKING REVENUE		Budget FY 2024	Variance % to Forecast FY 2023	Notes
Monthly		2,355,698	5.05%	Based on current trends. Overall, we are seeing increased usage at all facilities and growth over 2023 Forecast but below 2023 Budget
Transient		2,428,471	-0.93%	Decreased transient revenue when compared to 2023 forecast. This is due to loss of 1/3 of North Water Parking lot for construction.
Meters		676,027	0.03%	502,000 transactions in SONO and Wall area. It includes meter operations from 8am-9pm in SONO at \$1.50/hour, and 9am - 9pm in Wall area at \$0.50/hour.
Parking Violation Revenue		1,384,396	7.49%	7% higher than 2023 Forecast due to expanded enforcement area; however still lower than 2022 Actual by 4%
Less: Refunds		0	-100.00%	0
Less Sales Tax		-326,020	1.69%	0
TOTAL PARKING REVENUE		6,518,572	2.87%	
OTHER REVENUE				
Art Program - MG		0	0	Reduced Art program through COVID until further notice
Advertising		18,000	0.00%	Advertising program w/ A Lot Media (20% of Gross Ad sales) & they manage ad content for local businesses
Lease Income - SNRR		36,960	-7.19%	\$1,385/ month for fashion institute lease, including 1 parking spaces, includes SNEW condo income of \$20,340 per year.
Lease Income - YDG		5,016	14.29%	Transit district
SNRR/ENRR Concessions		32,400	60.03%	Concession lease of \$18,000 from West bound station and \$14,400 from vending machine.
Investment Income		1,000	0	Figure provided by City of Norwalk comptroller.
ATM Machines		4,000	17.99%	Based on current activity. ATM located in SNRR
TOTAL OTHER REVENUE		97,376	13.43%	
TOTAL SYSTEM REVENUE		6,615,948	3.01%	
EXPENSES				
Personnel/Benefits (FTE 27.2)		1,810,900	12.94%	Added 2FTE's plus wage increases -- 40 hours of customer service at the SNRR Eastbound; 40 hours of maintenance. Increased pay rate for all hourly employees to stay competitive as minimum wage increase is creating upward pressure on wage rates.
Security Service Contracts		129,831	7.94%	Contract for existing camera system, security call boxes, alarm system.
Equipment Expense		30,000	0	Place holder for possible equipment purchase. Reduced due to no need for purchase of new vehicle
Vehicle Expense		70,000	5.01%	Vehicle expense includes repair of vehicles, updating current vehicles with new Park Norwalk branding.
Building & Property R&M		554,150	5.76%	Based on last year and to catch up on projects that were deferred through COVID19.
Sanitation Expense		29,520	12.61%	Increased due to service rate increase from sanitation company. Plan to bid this out for reduced monthly fee.
Operating Expense		125,000	-2.48%	Payroll processing, janitorial supplies, access cards, coin count main fee.
Elevator Repair & Maintenance		0	-100.00%	Moved under R&M
Snow Removal		177,500	135.57%	Place holder for possible snow. We have not incurred much snow expense this year but would like to keep a reasonable budget number similar to previous years with more snow accumulation.
Signage		50,000	-18.23%	Branding of the new Park Norwalk logo through out the city, way finding signs and facility identifier signs.
Tickets		15,000	161.18%	Ticket supply is running low and expect to replenish beginning of the fiscal year.
Liability Insurance		164,624	6.61%	Function of revenue
Maritime Garage Condo Fees.		23,574	10.40%	Increased 2% per condo association.
Uniforms		40,000	40.94%	Purchase of new uniforms with new logo.
Utilities		79,314	-6.01%	2% increase based on current rate and usage.
Management Fees		100,000	0.00%	Contractual expense
Office Expense		16,000	30.46%	Includes printing, postage, office supplies, professional publications, memberships.
Service Contracts		201,373	4.47%	Includes communications equip., copier, PARCS PM contract, Cale, IPS fees, Amano equipment.
Telephone/Data Communications		90,000	3.94%	Cell phones, landlines, data lines/internet. Includes customer service/security intercoms in facilities & pay stations.
Credit Card Fees		297,414	-2.42%	Function of revenue. Increased credit card usage, EMV charges.
Permit/Violation Management		150,000	15.98%	Includes LPR, permit, enforcement & collections costs; software maintenance fees; Increase based on upgrade needed for our permitting system.
Marketing & Communications		50,000	91.17%	Contractual expense and increased budget for outreach, Park Norwalk branding, and various events throughout the year.

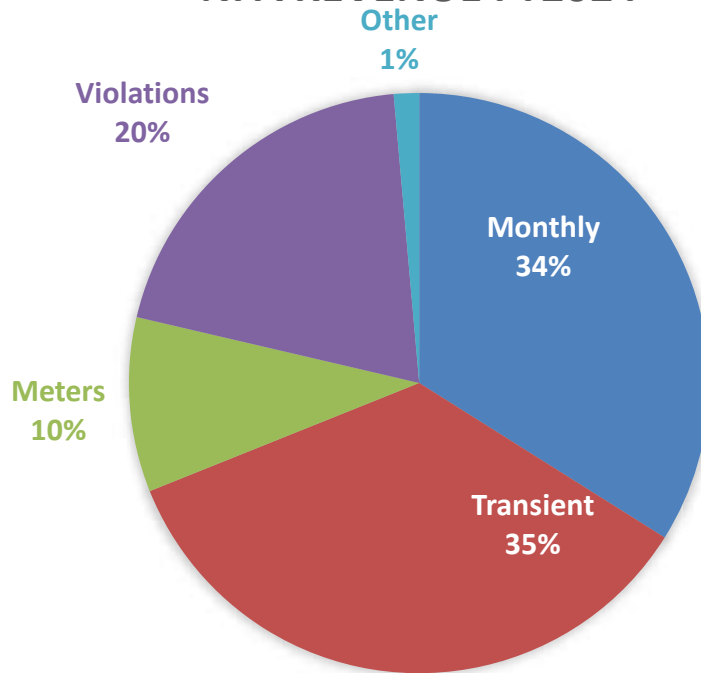
Norwalk Parking Authority

BUDGET NARRATIVE

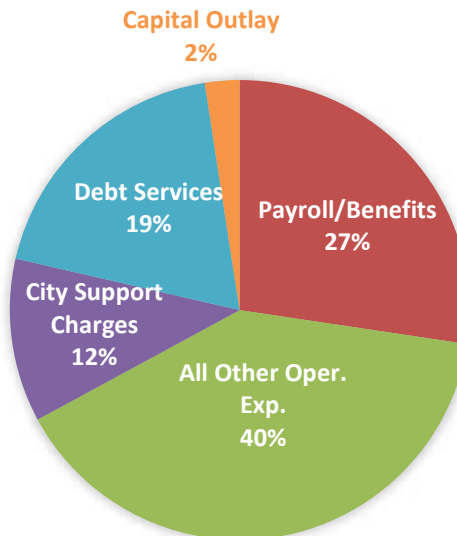
FY 2024

	Budget FY 2024	Variance % to Forecast FY 2023	Notes
Capital Reserve & Replacement	135,000	14.29%	Reserve for Infrastructure improvements.
Parking Programs	100,000	0.00%	Engagement with surrounding businesses
Contingency Fund	0	0	Removed from budget since we have never used it.
TOTAL OPERATING EXP.	4,439,199	11.84%	
CITY ADMINISTERED EXP.			
Personnel/Benefits (city alloc.)	460,000	0.00%	City of Norwalk contractual obligations. Includes TM&P as separate line item includes assistant director position.
Contingency -unsettled negotiation	0	0	
Electric	235,705	7.84%	SNEW/Eversource utility expenses ; 2.0% increase built in for any usage or change increase.
Business Exp.	3,200	0.01%	City allocated expenses
Sewer (WPCA)	11,619	5.00%	City expense increased 5.0% per WCPA
Professional Service	45,000	0.00%	Engineering, architectural consulting services.
Legal Service	5,000	0.00%	Contract development
TOTAL CITY ADMINISTERED	760,525	2.38%	
SUB-TOTAL OPERATING EXP.	5,199,724	10.35%	
Debt Service Interest	215,719	-24.16%	Based on Debt Service schedule provided by City
Debt Service Principal	1,039,402	3.76%	Based on Debt Service schedule provided by City
SUB-TOTAL DEBT SERVICE	1,255,121	-2.41%	
capital outlay	161,104	-62.04%	Net Operating Surplus
TOTAL EXPENSES	6,615,948	3.01%	

NPA REVENUE FY2024



NPA EXPENSES FY2024



MEMORANDUM

TO: Honorable Members of the Board of Estimate and Taxation (BET)

FROM: Ralph Kolb, PE, Sr. Environmental Engineer, WPCA

CC: Vanessa Valadares, PE, Chief of Operations and Public Works
Chris Torre, Superintendent of Operations, DPW

DATE: March 27, 2023

REASON: Norwalk Water Pollution Control Authority
Approved FY23/24 Operating Budget

The Norwalk Water Pollution Control Authority (WPCA), an enterprise fund, manages the City's sanitary sewer collection system, pumping stations and wastewater treatment facility in accordance with environmental standards and regulations in the most cost effective and responsible manner.

Enclosed is the WPCA's FY2023/24 budget as approved at the WPCA Board of Directors meeting held on February 21, 2023. The WPCA approved a 3.5% sewer use charge increase.

In early 2023, the WPCA's consultant, Woodard & Curran, finished updating its Dynamic Financial Model with current and future capital and operating budget spending, future bonding, and feedback from the WPCA Board of Directors, Mayor's Office and Finance Department. This model covers a forecast period of five years, from FY2024 through FY2028, and emphasizes the FY24 budget. The WPCA anticipates updating the model at least annually for future financial planning and budget preparation.

The WPCA and Veolia Water North America (Veolia) partnership continues to make significant progress in many key areas such as collections system operation and maintenance, emergency response, customer service, asset preservation, enhanced operations, and high quality effluent. In 2022, Veolia finished deployment of smart cover technology at 14 locations within the sanitary sewer collection system, inspected several large diameter interceptor pipes via the use of drone technology and continue to enhance pump stations with backup control systems. In 2023, Veolia will be installing enhanced nutrient and nitrogen monitoring at the WWTP.

In September 2022, the WPCA submitted a Sanitary Sewer Collection System Master Plan Update to the Connecticut Department of Energy and Environmental Protection (DEEP). In June 2023, a Facility Plan Update will be submitted to DEEP. Both plans evaluated critical infrastructure and provide long-term capital improvement recommendations for the WPCA.

The WPCA looks forward to continuing its ongoing capital improvements of rehabilitating collection system infrastructure, pump stations, and improvements at the Wastewater Treatment Plant.

Several key operating budget line items to note are as follows:

Revenues:

- Rate increase of 3.5%, which is an increase of \$14 residential; \$20 commercial; \$0.35/1000 gallons commercial consumption per WPCA Financial Model.
- Norwalk to receive Nitrogen Credits (~\$50k) for 2022, waiting for pricing from DEEP
- Includes line item for reimbursement (\$136,163) of WPCA support services billed to City

Expenditures:

- Operation and maintenance fee account increased related to inflation
- Includes line item for reimbursement (\$692,807) of City support services billed to WPCA
- Debt service payments were flat from previous FY, but will increase due to bond funding of future capital improvement projects

City of Norwalk
WATER POLLUTION CONTROL AUTHORITY
Approved FY 2023-24 Operating Budget Summary

REVENUES (224062)

ACCOUNT	DESCRIPTION	APPROVED FY 22-23	PROJECTED ACTUAL FY 22-23	PROPOSED FY 23-24
Sewer Use Charges				
4513	Norwalk Customers ¹	\$ 17,689,000	\$ 18,265,286	\$ 18,585,000
4521	Wilton Interlocal Agreement ²	\$ 17,044,000	\$ 17,622,286	\$ 17,940,000
4522	Other Contract Customers	\$ 600,000	\$ 600,000	\$ 600,000
		\$ 45,000	\$ 43,000	\$ 45,000
Other Revenues				
452C	Industrial Pretreatment Surcharge ³	\$ 927,060	\$ 904,937	\$ 869,863
452D	Sewer Connection Fees	\$ 175,000	\$ 189,000	\$ 175,000
452E	Industrial Pretreatment Interest	\$ 150,000	\$ 150,000	\$ 150,000
4451	Sewer Permits	\$ 5,000	\$ 5,000	\$ 5,000
4807	Reimbursement of Expenses	\$ 1,500	\$ 1,900	\$ 1,500
4453	Septage Haulers Licenses	\$ 1,000	\$ -	\$ 1,000
4516	Septage Disposal Fees	\$ 1,000	\$ 1,400	\$ 1,200
4121	Nitrogen Credits ⁴	\$ 175,000	\$ 160,000	\$ 175,000
4901	Investment Income ⁵	\$ 100,000	\$ 79,077	\$ 50,000
4051	Interest on Delinquent Accounts ⁶	\$ 110,000	\$ 110,000	\$ 110,000
489F	Reimbursement for Indirect Expenses ⁷	\$ 65,000	\$ 65,000	\$ 65,000
		\$ 143,560	\$ 143,560	\$ 136,163
TOTAL \$		\$ 18,616,060	\$ 19,170,223	\$ 19,454,863

¹ Rate increase of 3.5%, which is an increase of \$14 residential; \$20 commercial; \$0.35/1000 gallons commercial consumption per WPCA Financial Model.

Includes annual adjustments and a 98.2% collection rate per Tax Collector's Office and may fluctuate based upon economic conditions.

² Billed on actual metered wastewater flow. Varies based on audited expenditures.

³ Registration fees are waived in FY23/24. No change in IPP rates.

⁴ Nitrogen FY23/24 credits estimated based on past CTDEEP credit sharing.

⁵ Per Comptroller.

⁶ Per Comptroller.

⁷ Salaries, benefits and other direct costs for WPCA support services, City Sewer Use Fee, IPP/FOG billing and stormwater O&M.

City of Norwalk
WATER POLLUTION CONTROL AUTHORITY
Approved FY 2023-24 Operating Budget Summary

EXPENDITURES (224062)

ACCOUNT	DESCRIPTION	APPROVED FY 22-23	PROJECTED ACTUAL FY 22-23	PROPOSED FY 23-24
	Personnel/Benefits			
5110	Wages & Salary - Regular ¹	\$ 770,693	\$ 740,405	\$ 831,469
5428	Employee Benefits	\$ 413,270	\$ 397,440	\$ 452,915
5120	Wages & Salary - Overtime	\$ 220,273	\$ 211,835	\$ 241,404
5140	Wages & Salary - Part-time	\$ 100,000	\$ 100,000	\$ 100,000
5150	Longevity	\$ 36,000	\$ 30,000	\$ 36,000
		\$ 1,150	\$ 1,130	\$ 1,150
5258	Operations & Maintenance Fees ²	\$ 9,882,606	\$ 9,882,606	\$ 10,430,000
5651	Indirect Expenses ³	\$ 669,688	\$ 669,688	\$ 692,807
5241	Electricity ⁴	\$ 1,500,000	\$ 1,500,000	\$ 1,553,000
5298	Other Contractual Services	\$ 250,000	\$ 250,000	\$ 250,000
5252	Legal Services	\$ 250,000	\$ 250,000	\$ 250,000
	Administration			
5286	Business Expense (General Office / Billing Costs)	\$ 94,000	\$ 94,000	\$ 94,000
5245	Telephone	\$ 32,000	\$ 32,000	\$ 32,000
5741	IT Hardware / Software	\$ 2,000	\$ 2,000	\$ 2,000
		\$ 60,000	\$ 60,000	\$ 60,000
5235	Professional Dues/Memberships	\$ 10,000	\$ 10,000	\$ 10,000
5295	Training/Conferences	\$ 10,000	\$ 10,000	\$ 20,000
5418	Property Insurance/Liability Premium Worker's Compensation ⁵	\$ 115,372	\$ 115,372	\$ 140,086
5789	Replacement Reserve - Wilton's portion per agreement	\$ -	\$ -	\$ -
5789	Replacement Reserve - Norwalk ⁶	\$ 708,215	\$ -	\$ 963,598
5521	Debt Service - Principal	\$ 3,253,588	\$ 3,253,588	\$ 3,208,420
5522	Debt Service - Interest	\$ 1,101,898	\$ 1,101,898	\$ 1,011,484
	TOTAL \$	\$ 18,616,060	\$ 17,877,557	\$ 19,454,863

¹ Includes step and COL increases.

² Includes a 4% increase on base service fee, contract incentives, \$150k for Keeler Brook PS Upgrade (Walk Bridge Program), and a 5% contingency for contract components (pass-through and extraordinary items).

³ Salaries, benefits and other direct costs for City support services including Finance Department (CFO, Tax Collector, Tax Assessor, Comptroller, IT/GIS, Purchasing, and Management & Budgets), Customer Service, and DPW Engineering.

⁴ Assumes 3.5% increase over previous year.

⁵ Per Risk Management and Finance Department

⁶ Funds to be used for rate stabilization in future years related to multiple collection system, WWTP, and pump station projects included in WPCA Financial Model.

Includes \$850K available for transfer by WPCA Board for unanticipated expenses.



CITY OF NORWALK
Henry M. Dachowitz
Chief Financial Officer
hdachowitz@norwalkct.org

Mobile: 516-728-4991
Office: 203-854-7870
125 East Avenue, PO BOX 5125
Norwalk, CT 06856-5125

M E M O R A N D U M

To: Greg Burnett, Chairman, Finance Committee
From: Henry M. Dachowitz, CFO
Date: April 4, 2023
Subject: Auditing Services – FY23 (July 1, 2022 to June 30, 2023)

Connecticut General Statutes (C.G.S. Sections 7-396 and 4-232) require the appointing authority of any municipality, audited agency or non-profit agency to file with the Secretary of the Connecticut Office of Policy and Management (OPM) the name of the independent auditor designated to conduct the audit. The notification must be made at least thirty days before the end of the fiscal period of the entity for which the audit is required.

In 2020, the City recently issued Request for Proposal (RFP) #3987 requesting proposals from qualified CPA firms to perform the City's annual Financial Statement Audit (including the Single Audit of Grants) and to assist in the preparation of the City's Comprehensive Annual Financial Report (CAFR) for the five (5) year period commencing July 1, 2020 and ending June 30, 2025 (covering audits of Fiscal Years Ending June 30, 2020 through FYE June 30, 2024). Clifton Larson Allen, LLP (formerly Blum, Shapiro & Company) was selected. I am submitting for your approval the fourth year (FY23) of the contract at a fee of \$101,000.

Cc: Harry W. Rilling, Mayor

SCHEDULE OF PROFESSIONAL FEES AND EXPENSES FOR THE AUDIT OF THE (2023-2024) FINANCIAL STATEMENTS				
Classification	Hours	Standard Hourly Rates	Quoted Hourly Rates	Total
Partners	60	\$455	\$420	\$25,200
Managers	80	\$300	\$237	\$18,960
Supervisory Staff	160	\$230	\$189	\$30,240
Staff	200	\$160	\$133	\$26,600
Other (specify)				
Sub-Total				\$101,000
Out-Pocket Expenses				included above
Meals and Lodging				included above
Transportation				included above
Other (specify):				
None noted				
TOTAL ALL-INCLUSIVE MAXIMUM PRICE FOR 2023 AUDIT				\$101,000
Note: The rates quoted should not be presented as a general percentage of the standard hourly rates or as a gross deduction from the total all-inclusive maximum price.				

SCHEDULE OF PROFESSIONAL FEES AND EXPENSES FOR THE AUDIT OF THE (2024-2025) FINANCIAL STATEMENTS				
Classification	Hours	Standard Hourly Rates	Quoted Hourly Rates	Total
Partners	60	\$460	\$424	\$25,440
Managers	80	\$305	\$243	\$19,440
Supervisory Staff	160	\$235	\$192	\$30,720
Staff	200	\$165	\$137	\$27,400
Other (specify)				
Sub-Total				\$103,000
Out-Pocket Expenses				included above
Meals and Lodging				included above
Transportation				included above
Other (specify):				
None noted				
TOTAL ALL-INCLUSIVE MAXIMUM PRICE FOR 2024 AUDIT				\$103,000
Note: The rates quoted should not be presented as a general percentage of the standard hourly rates or as a gross deduction from the total all-inclusive maximum price.				

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

VII. B

PLEASE PRINT

PERSONAL/FAMILY

COMPANY/BUSINESS

ORGANIZATION NAME: The Tiny Miracles Foundation

NON-PROFIT (501C3) Yes ☒ No ☐

NAME OF BENEFICIARY: The Tiny Miracles Foundation

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

NAME OF CORPORATE OFFICER AUTHORIZED

TO EXECUTE THE LICENSE AGREEMENT: Tina Tison

TITLE: Executive Director

YOUR NAME: Erin Eblen

TITLE: Board Member

ADDRESS: 381 Post Road

E-MAIL ADDRESS: erineblen@yahoo.com

CITY: Darien

STATE: CT

ZIP CODE: _____

HOME PHONE: _____

BUSINESS PHONE: _____

CELL: 817-881-8630

FACILITY & EVENT INFORMATION

FACILITY REQUESTED: Cranberry Park

OF PARTICIPANTS 200-250

EVENT: Family Fun Day

DATE REQUESTED: Sunday, May 7, 2023

SET UP TIME: 9am STARTING TIME: 11:00am BREAKDOWN TIME: 2:15pm ENDTIME: 2:00pm

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 CRANBERRY PARK)

SERVING FOOD: YES ☒ NO ☐

ARE YOU USING A FOOD TRUCK? YES ☒ NO ☐

NAME: To Be Determined

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: Tina Tison

DATE: 3/1/2023

OFFICE USE ONLY

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

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

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

2

PLEASE PRINT

ORGANIZATION (IF APPLICABLE) Norwalk Bike/Walk Commission

PERSONAL/FAMILY

COMPANY/BUSINESS

NON-PROFIT (501C3) Yes ☐ No ☒

NAME OF BENEFICIARY (IF APPLICABLE)

Annual Event: Yes ☐ No ☒ # of years

NAME OF CORPORATE OFFICER AUTHORIZED

TO EXECUTE THE LICENSE AGREEMENT:

TITLE:

YOUR NAME: Tanner Thompson

TITLE: Chair

ADDRESS: 16 Hillside Pl #K5

E-MAIL ADDRESS: thompson.tanner.j@gmail.com

CITY: Norwalk

STATE: CT

ZIP CODE: 06854

HOME PHONE:

BUSINESS PHONE:

CELL: (317) 750-0900

FACILITY & EVENT INFORMATION

FACILITY REQUESTED: Roadway within Calf Pasture Beach Park

OF PARTICIPANTS 250

EVENT: Calf Pasture Beach Open Street

DATE REQUESTED: ~~May 13th~~ Sat, May 13th

SET UP TIME: 7am START TIME: 9am ENDTIME 1pm BREAKDOWN TIME done by 2pm

RAIN DATE:

(RAIN DATE FOR BEACH RENTALS ONLY)

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

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

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

ARE YOU REQUESTING A TENT? YES ☐ NO ☒ *ANY TENT (STRUCTURE) 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: Tanner Thompson

DATE: 03/31/23

OFFICE USE ONLY

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

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

Open Streets: Calf Pasture Beach Road

Bike/Walk Commission - Rec & Parks - TMP - Friends of the NRV

Last updated: March 31st, 2023

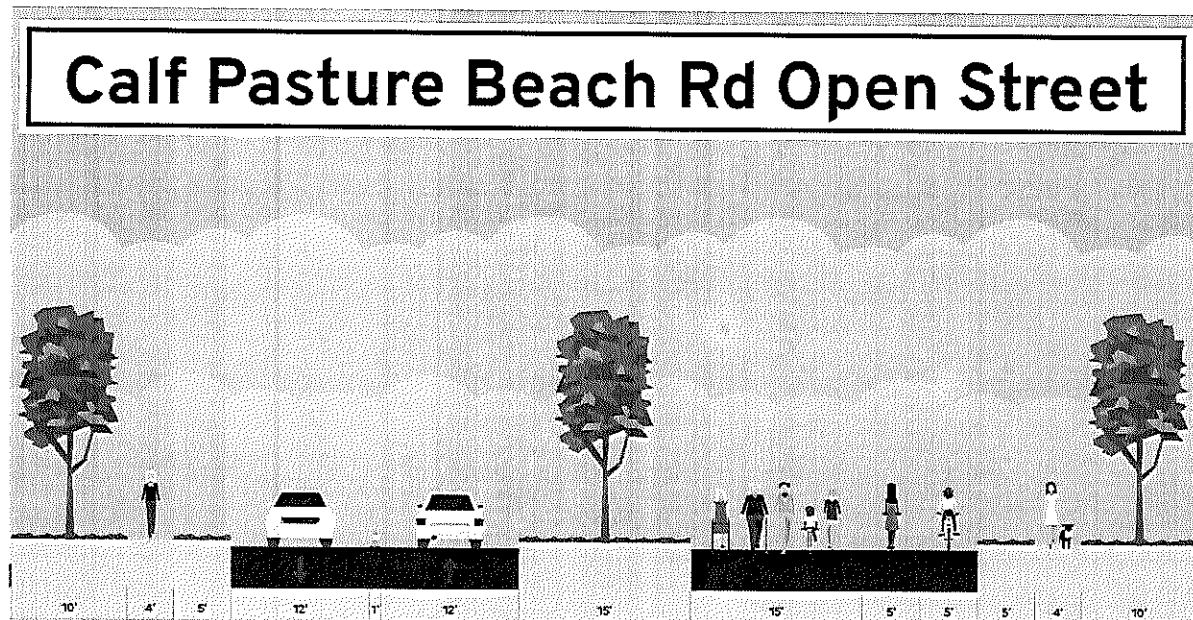
Purpose

To give the public a safe, convenient, comfortable way to get to the beach on foot, bike, scooter, wheelchair, etc.

To give the public, especially families, a place to practice riding a bike (or scooter, etc)

Overview

We would close one side (two lanes) of Calf Pasture Beach Road (CPBR) to car traffic, opening it up as a "temporary greenway" to people walking, biking, jogging, rolling, etc., for several hours on May 13th. The other side of CPBR would be converted into a two-lane street for cars, with one lane in each direction. The greenway would continue into Calf Pasture Beach Park, bringing greenway users directly to the new pedestrian plaza currently under construction on the east side of the parking lot.



We would encourage the public to come to the event on foot or bike. Additionally, we would offer the parking lot at Marvin Elementary School to those interested in driving to the event. The parking lot and driveway of Marvin Elementary would act as a "staging area" where e.g. families with kids could unload bikes and safely enter the greenway.

Volunteers or police officers would be stationed at intersections, such as Island Dr or Canfield Ave, depending on the configuration (see Details below), to ensure that conflicts between cars and greenway users are handled safely.

Details of Traffic Plan

The traffic plan, including both alternatives, is diagrammed in detail in [this slide presentation](#).

Lane widths

Outside the park, each side of CPBR measures 25' curb-to-curb. Dividing this in half gives two 12'+ lanes, which is plenty wide for cars and should be wide enough for vehicles towing boats to the Marina. For comparison, the city-wide lane width standard is 10', and 9' is not an uncommon standard in urban areas.

In order to accommodate car traffic to and from the beach, one of the roadways inside the park that currently carries one lane of car traffic will need to be converted to two-way car traffic. These roadways are 20' wide at their narrowest points, meaning that when split down the middle, they would create two 10' lanes. As mentioned above, 10' is the citywide lane standard, so traffic should be able to flow in both directions. (Vehicles towing boats to the marina will have already turned off the road at this point.) Drivers may need to navigate the new situation slower than normal, but we see that as a benefit since fast-moving traffic in the park near pedestrians is not desirable anyway.

Emergency Vehicles

If an emergency vehicle needs to access the beach, it will be able to use the greenway - there will be nothing set up in the street more permanent than cones, and greenway users will know to get out of the way because of the sirens. This is a common approach in NYC, where emergency vehicles often use bike lanes because they are instantly clear (whereas the car lanes are full of traffic).

Alternatives

Both the east (northbound) side and the west (southbound) side of CBPR are feasible to use for the greenway, and both have their disadvantages.

Alternative 1 - Greenway on the west (southbound) side

This alternative allows for the longest greenway, as it can wrap around the outside roadway and enter the parking lot from the south. It can also extend north all the way to the roundabout at Gregory Blvd (alternative 1b), where greenway users can transition to Fifth Street and continue along the route of the NRVt.

The downside to this alternative is that it involves more intersections with cross-streets, specifically the residential cross-streets of Island Dr, Spar Rd, and Dolphin Rd and the Marina access road, Comber Dr. It also requires greenway users originating in the parking lot at Marvin

School to cross the car lanes to access the greenway. However, it does avoid the intersection with Canfield Ave.

Alternative 2 - Greenway on the east (northbound) side

This alternative involves the fewest intersections between car traffic and the greenway - only at Canfield Ave. It also provides the most direct route for the greenway to get to its destination.

The downside to this alternative has to do with traffic flow. With cars routed on the outer roadway and the inner roadway dedicated to the greenway, there's no great way to get traffic both in and out of the parking lot. If inbound traffic is routed through the new entrance booth on the west side (alternative 2a), then outbound traffic has to leave through the south end, wrap around the ball fields, and cross the inbound traffic right outside the booth, which may be confusing and would likely need someone directing traffic. If inbound traffic is routed through the south end (alternative 2b), then outbound traffic would have to flow out through the new entrance booth, in the opposite direction of how it was designed - involving some awkwardly sharp turns.

Stakeholders

Rec & Parks Committee

- Goal: get on agenda for April 12th meeting

Traffic Authority

- Goal: get on agenda for April 17th meeting

Common Council

- Goal: get on agenda for April 25th meeting (?)

NPD

- Point-of-Contact: Lt. Dinho

ENNA

- Met with Diane Cece on March 4; she was supportive

Residents of CPBR and side streets

- Contacted Charles Cove HOA
- AI: canvas the neighborhoods

Marina

- Contacted Marina management

TTD

- AI: contact TTD

Businesses

- AI: contact Ripka's
- AI: contact Sunset Grille

City of Norwalk Recreation & Parks Department

Facility Rental Event Application Form

PLEASE PRINT

PERSONAL/FAMILY

ORGANIZATION (IF APPLICABLE) MILITARY & VETERANS LIAISON COMMITTEE COMPANY/BUSINESS PROFIT (501C3) Yes No

NAME OF BENEFICIARY (IF APPLICABLE) Annual Event: Yes X No # of years

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

YOUR NAME: PAULO BARROS TITLE: CHAIRMAN, MVLC

ADDRESS: 134 WASHINGTON ST E-MAIL ADDRESS: MVLC@NORWALK.ORG

CITY: NORWALK STATE: CT ZIP CODE: 06854

HOME PHONE: BUSINESS PHONE: CELL: 203-273-3367

FACILITY REQUESTED: VETERANS PARK # OF PARTICIPANTS 100

EVENT: VETERANS MEMORIAL CEREMONY DATE REQUESTED: 5-21-23

SET UP TIME: 7 AM START TIME: 12:30 END TIME: 2:00 BREAKDOWN TIME: 2:30 RAIN DATE: NONE
(RAIN DATE FOR BEACH RENTALS ONLY)

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

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

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

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

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

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

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

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

BEACH PERMITS ONLY:

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

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

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

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

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: Paulo Barros DATE: 4-4-23

OFFICE USE ONLY

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

(4)

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

PLEASE PRINT

PERSONAL/FAMILY

COMPANY/BUSINESS

ORGANIZATION (IF APPLICABLE)

MILITARY + VETERANS LIAISON Comm

NON-PROFIT (501C3) Yes ☐ No ☐

NAME OF BENEFICIARY (IF APPLICABLE)

Annual Event: Yes ☒ No ☐ # of years

NAME OF CORPORATE OFFICER AUTHORIZED
TO EXECUTE THE LICENSE AGREEMENT:

Paulo BARROS

TITLE: CHAIRMAN

YOUR NAME:

PAULO BARROS

TITLE:

CHAIRMAN

ADDRESS: 134 WASHINGTON ST

E-MAIL ADDRESS: MVLC@NORWALK.ORG

CITY: NORWALK

STATE: CT

ZIP CODE:

06854

HOME PHONE:

BUSINESS PHONE:

CELL: 203-273-3367

FACILITY REQUESTED: VETERANS PARK

OF PARTICIPANTS 500

EVENT: MEMORIAL DAY PARADE

DATE REQUESTED: 5-29-23

SET UP TIME: 6:30 AM START TIME: 10 AM END TIME: 12 PM BREAKDOWN TIME: 11:30 AM

RAIN DATE: NONE

(RAIN DATE FOR BEACH RENTALS ONLY)

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

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

SERVING FOOD: YES ☐ NO ☒

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

NAME: _____

ARE YOU REQUESTING A TENT? YES ☐ NO ☒

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

ARE YOU REQUESTING TO USE DISPLAY ADVERTISING AT YOUR EVENT?

YES ☐

NO ☒

ARE YOU REQUESTING TO SOLICIT CONTRIBUTIONS AT YOUR EVENT?

YES ☐

NO ☒

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

YES ☐

NO ☒

WILL YOU BE USING TEMPORARY ELECTRICAL RESOURCES?

YES ☐

NO ☒

BEACH PERMITS ONLY:

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

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

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

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

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

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

APPLICANT'S SIGNATURE: Paulo Barros

DATE: 4-4-23

OFFICE USE ONLY

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

6

City of Norwalk Recreation & Parks Department

Facility Rental Event Application Form

PLEASE PRINT

ORGANIZATION NAME: Ted Thomas Dance Foundation PERSONAL/FAMILY _____
COMPANY/BUSINESS _____
NON-PROFIT (501C3) Yes ☒ No _____

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

NAME OF CORPORATE OFFICER AUTHORIZED
TO EXECUTE THE LICENSE AGREEMENT: Theodore Thomas TITLE: Artistic Director

YOUR NAME: Theodore Thomas TITLE: Artistic Director

ADDRESS: 11 Meeting Grove Lane E-MAIL ADDRESS: tedthomas01@aol.com

CITY: Norwalk STATE: CT ZIP CODE: 06850

HOME PHONE: 203 966-5103 BUSINESS PHONE: 203 972-3265 CELL: 646 286-8911

FACILITY REQUESTED: Calf Pasture Beach FACILITY & EVENT INFORMATION # OF PARTICIPANTS 200

EVENT: Fairfield County Dance Festival DATE REQUESTED: July 12, 2023

SET UP TIME: 8 AM STARTING TIME: 6:30PM BREAKDOWN TIME: 8:30PM END TIME: 9:00PM RAIN DATE: July 26, 2023

(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) 10x10 FEET OR LARGER INCLUDING, BUT NOT LIMITED TO; ELECTRICAL LIGHTING EQUIPMENT, OVENS, GRILLS, ETC, REQUIRES A SEPARATE PERMIT FROM THE CODE ENFORCEMENT DEPARTMENT. ADDITIONAL EQUIPMENT, i.e. INFLATABLES MUST RECEIVE APPROVAL FROM DIRECTOR OF RECREATION & PARKS. IF APPROVED SEPARATE INSURANCE MUST BE PURCHASED AND PRESENTED. BOUNCE HOUSES AND DRONES ARE NOT ALLOWED ON ANY CITY PROPERTY, INCLUDING SCHOOL GROUNDS AND PARKS. VIOLATION OF THIS RULE MAY JEOPARDIZE FUTURE EVENTS IN THE CITY

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

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

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

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

BEACH PERMITS ONLY:

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

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

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

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

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

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

APPLICANT'S SIGNATURE: Theodore Thomas DATE: March 18, 2023

OFFICE USE ONLY

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

(7)

City of Norwalk Recreation & Parks Department

Facility Rental Event Application Form

PLEASE PRINT

PERSONAL/FAMILY

COMPANY/BUSINESS Business

ORGANIZATION (IF APPLICABLE) National Marine Manufacturers Association

NON-PROFIT (501C3) Yes ☐ No ☒

NAME OF BENEFICIARY (IF APPLICABLE) Norwalk Boat Show Annual Event: Yes ☒ No ☐ #of years 47

NAME OF CORPORATE OFFICER AUTHORIZED

TO EXECUTE THE LICENSE AGREEMENT: Jon Priko TITLE: VP Northeast Shows

YOUR NAME: Josh Rosales TITLE: Operations Manager

ADDRESS: 231 S. LaSalle Street, Suite 2050 E-MAIL ADDRESS: jrosales@nmma.org

CITY: Chicago STATE: IL ZIP CODE: 60604

HOME PHONE: _____ BUSINESS PHONE: 646-370-3679 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: 2023 Norwalk Boat Show DATE REQUESTED: September 21-24

SET UP TIME: _____ START TIME: _____ END TIME: _____ BREAKDOWN TIME 5:30pm

10am-7pm Fri-Sat

10am-5pm Sun

RAIN DATE: _____

(RAIN DATE FOR BEACH RENTALS ONLY)

ARE YOU REQUESTING THE USE OF ALCOHOLIC BEVERAGES AND/OR BEER KEYS? YES ☐ NO ☒ - License requested by Exchange Club
Sold in Norwalk Cove Marina

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

SERVING FOOD: YES ☒ NO ☐ ARE YOU USING A FOOD TRUCK? (NOT ALLOWED AT BEACH) YES ☐ NO ☐ NAME: Various trucks - Sold in Marina

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 ☒ - All Services made in Norwalk Cove Marina

ARE YOU REQUESTING TO SOLICIT CONTRIBUTIONS AT YOUR EVENT?

YES ☐ NO ☒

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

YES ☐ NO ☒

WILL YOU BE USING TEMPORARY ELECTRICAL RESOURCES?

YES ☐ NO ☒

BEACH PERMITS ONLY:

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

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

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

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

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

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

APPLICANT'S SIGNATURE: _____

DATE: 3-5-2023

OFFICE USE ONLY

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

90

City of Norwalk Recreation & Parks Department

Facility Rental Event Application Form

PLEASE PRINT

ORGANIZATION NAME: Mountain Workshop PERSONAL/FAMILY
COMPANY/BUSINESS
NON-PROFIT (501C3) Yes ☐ No ☒

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

NAME OF CORPORATE OFFICER AUTHORIZED
TO EXECUTE THE LICENSE AGREEMENT: Kent Tullo TITLE: Director

YOUR NAME: Kent Tullo TITLE: Director

ADDRESS: 158 Kenwood Avenue E-MAIL ADDRESS: ktullo@mountainworkshop.com

CITY: Fairfield STATE: CT ZIP CODE: 06824

HOME PHONE: 06824 BUSINESS PHONE: 203-512-1321 CELL: 203-512-1321

FACILITY REQUESTED: Calf Pasture Beach FACILITY & EVENT INFORMATION
OF PARTICIPANTS 180

EVENT: Team Building Positive School Climate Programs DATE REQUESTED: 9/29/23 9/29/23

SET UP TIME: 7:00 A STARTING TIME: 8:00 A BREAKDOWN TIME: 3:00 P END TIME: 4:00 P RAIN DATE: TBD
(RAIN DATE FOR BEACH RENTALS ONLY)

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

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

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

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

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

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

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

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

BEACH PERMITS ONLY:

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

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

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

IS A WATER SAFETY INSTRUCTOR OR A CERTIFIED LIFEGUARD ACCOMPANYING YOUR GROUP? YES ☐ NO ☒
if yes, name of person(s) NA Each group should have accessible a list with all the children's names that are attending the outings for
accountability in case of emergency

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

APPLICANT'S SIGNATURE: [Signature] DATE: 03/06/2023

OFFICE USE ONLY

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



DEPT OF FINANCE
Purchasing Department
NONCOMPETITIVE PROCUREMENT JUSTIFICATION FORM

DATE: 3/2/2023

DEPARTMENT: Rec and Parks

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

Check One:

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

TOTAL COST: \$59,274.50

MUNIS Account: 09216030 5777 C0486, 09236030 5777 C0486

VENDOR: Gengras Ford, LLC

Purchasing Agent Signature	The Purchasing Agent	Department Head Signature
Sharon Conners Digitally signed by Sharon Conners Date: 2023.03.07 16:52:31 -05'00'	X	
	Supports	Department Head Name
	Does Not Support	Robert Stowers
	Single Source Requires Common Council Authorization (in excess of \$20,000.00)?	Date <u>3/2/2023</u>

JUSTIFICATION:

The Norwalk Parks Department would like to purchase a utility van, off state bid contract 19PSX0161.

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

Vendor 1: _____

Vendor 2: _____

EMERGENCY: Explain in detail the nature of the emergency

Gengras Ford, LLC

225 New Britain Avenue
Plainville, CT 06062
Phone: 860.727.6302
www.gengras.com



Quote Number:

230301002.1

State contract: 19PSX0161

Make	MY	Model	Contract Price
Ford	2023	Transit MR CARGO RWD (R1C) - 130" wheelbase	\$ 41,117.00

All specifications are subject to verification of manufacturer's published standard and optional equipment. Vehicle to include all manufacturers standard equipment plus the following options:

	Option Code		Description	List Price
1	YZ		Oxford White	\$ -
2	VK		Palazzo Gray	\$ -
3	998		3.5L PFDI V6 Engine	\$ -
4	44U		Ten speed automatic transmission	\$ -
5	X7L		3.73:1 Limited Slip	\$ 325.00
6	15F		Rear Compartment Light	\$ 75.00
7	19X		Start/Stop Delete	\$ (50.00)
8	19Z		WIFI Delete	\$ (20.00)
9	WB		148" Wheelbase vs standard	\$ 1,275.00
10	53B		Trailer Tow package	\$ 485.00
11	21L		Two-way Cloth front seats	\$ 115.00
12	58V		SYNC 3	\$ 280.00
13	60C		Cruise Control	\$ 325.00

14	63E		Dual Batteries	\$ 295.00
15	67D		Brake Controller	\$ 405.00
16	86F		Fleey Keys	\$ 75.00
17	96D		Load Area Package	\$ 450.00
18	17A		Rear Door Glass	\$ 250.00
19				\$ -
20				\$ -
21				\$ -
22				\$ -
23				\$ -
24				\$ -
25				\$ -
			Total Options per Contract Price (list price)	\$ 4,285.00
			Total Factory Options Discount (6%)	\$ (257.10)
			Total Options per Contract Price (net price)	\$ 4,027.90

Gengras Ford,
225 New Britain Avenue
Plainville, CT 06062
Phone: 860.727.6302
www.gengras.com



LLC Page 2

Quote Number: 230301002.1

Aftermarket Accessories

	Vendor / Manufacturer	Hours	Description	List Price
1	Other	2.0	Equipped per the specifications listed on the following page	\$ 11,738.00
2	Other	2.0	Complete underbody rustproofing	\$ 899.00
3		0.0		\$ -
4		0.0		\$ -
5		0.0		\$ -
Total Hours		4.0		
Total Aftermarket Options (list price)				\$ 12,637.00
Total Aftermarket Options Discount (20%)				\$ (2,527.40)
Total Hours x \$130 / hour rate				\$ 520.00

Total Net Aftermarket Options plus Total Labor \$ 10,629.60

Trade Allowance

Year	Make	VIN	Description / Mileage	Allowance
				\$ -
				\$ -
				\$ -
				\$ -
Total Trade in Allowance				\$ -

Comments:

This van is a retail stock order and is quoted subject to prior sale. The fleet order bank is closed for the 2023 MY.

Additional fees / Charges

State of CT Trade in Assessment (Note: Fee is payable to State of CT): \$ -

Dealer Conveyance Fee (\$799.00) \$ -

Registration Fee (estimated) \$ -

Retail stock to fleet charge \$ 3,500.00

Total Additional Fees \$ 3,500.00

Customer:	City of Norwalk
FIN Code:	QQ243
VIN:	1FTBR1C84PKA95327

Total (per unit) \$ 59,274.50

Quantity 1 Grand Total (all) \$ 59,274.50

This quote valid for 30 days from the date created

☒ 4 CORNER AMBER LED WARNING LIGHTS WIRED TO SWITCH IN CAB		\$1,260.00
☒ RANGER DOUBLE DROP DOWN LADDER RACK, 1880-FTL		\$5,593.00
☒ 3000W HD INVERTER, MOUNTED BEHIND DRIVER SEAT INCLUDES DEDICATED BATTERY NOTE – REMOVE IF ELECTRIC VAN		\$2,926.00
☒ C30-FTM – STRAIGHT PARTITION W/ACCESS SWING DOOR		\$1,733.00
☐ 96" DRIVER SIDE SHELF & 60" PASSENGER SIDE SHELF KIT W/REINFORCEMENT WALL BRACKETS FOR RIGITY RANGER DESIGN N5 MODEL, 4 SHELF	\$3,600.00	
☒ DELIVER TO ZIEBART		\$166.00
FORD INTERIM PDI		\$60.00
TOTAL MSRP WITH SELECTED OPTIONS =		\$11,738.00



DEPT OF FINANCE
Purchasing Department
NONCOMPETITIVE PROCUREMENT JUSTIFICATION FORM

DATE: 3/6/2023

DEPARTMENT: Rec and Parks

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

Check One:

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

TOTAL COST: \$254,045.75 MUNIS Account: 09236030 5796 C0832

VENDOR: Obrien and Sons

Purchasing Agent Signature	The Purchasing Agent	Department Head Signature
	Supports	
Purchasing Agent Name	Does Not Support	Department Head Name
	Single Source Requires Common Council Authorization (in excess of \$20,000.00)?	Robert Stowers
Date		Date <u>3/6/2023</u>

JUSTIFICATION:

The Parks Department received the Sustainability and Beautification Around Norwalk Grant to install additional play equipment at Ludlow Park. The installation needs to match the existing equipment (Landscape Structures) at the Park, which was supplied and installed by OBrien and Sons, who is our only supplier for Landscape Structures.

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

Vendor 1: _____

Vendor 2: _____

EMERGENCY: Explain in detail the nature of the emergency



ELEMENTS FOR A GREAT OUTDOORS

la
lla@obrienandsons.com
190
15-0521

Ludlow Park Playground Expansion
Norwalk CT

STATE CONTRACT #17PSX0081 PRICING

QTY	Model #	Description	Price/unit	-5%	Unit price, less 5%	Total
1	122914A	Loop Arch w/Permalene® Handholds 40"-48" Deck	\$ 1,808.00	\$ (90.40)	\$ 1,717.60	\$ 1,717.60
1	157427D	Pod Climber® 32"-40" Deck w/2 Handhold Panels, 1 Handloop and	\$ 2,087.00	\$ (104.35)	\$ 1,982.65	\$ 1,982.65
1	CP004803	89" x 110" TT deck extension with no center post	\$ 3,985.00	\$ (199.25)	\$ 3,785.75	\$ 3,785.75
2	CP012308	134" netplex post Aluminum with post topper	\$ 880.00	\$ (44.00)	\$ 836.00	\$ 1,672.00
1	CP017940	72" tall panel w life preserver and 2 windows and marbles	\$ 4,720.00	\$ (236.00)	\$ 4,484.00	\$ 4,484.00
1	CP009166	84" sq perf steel slat roof w post ext & 2 windsocks	\$ 18,680.00	\$ (934.00)	\$ 17,746.00	\$ 17,746.00
1	CP004805	Bird house front hole panel	\$ 7,750.00	\$ (387.50)	\$ 7,362.50	\$ 7,362.50
1	CP017942	Birdhouse balcony railing and perch w surfboard cozy climber	\$ 4,135.00	\$ (206.75)	\$ 3,928.25	\$ 3,928.25
1	CP017938	Birdhouse balcony railing and perch w surfboard cozy climber	\$ 17,760.00	\$ (888.00)	\$ 16,872.00	\$ 16,872.00
1	CP002151	Hybrid gieggle jiggler climber	\$ 4,800.00	\$ (240.00)	\$ 4,560.00	\$ 4,560.00
1	CP015362	Steel roof accent around 84" portion of slant roof w sign	\$ 5,225.00	\$ (261.25)	\$ 4,963.75	\$ 4,963.75
1	184354B	Curved Transfer Module 40" Deck	\$ 4,055.00	\$ (202.75)	\$ 3,852.25	\$ 3,852.25
1	135729A	Periscope Reach Panel	\$ 2,038.00	\$ (101.90)	\$ 1,936.10	\$ 1,936.10
2	166809A	E-Pod® Step	\$ 401.00	\$ (20.05)	\$ 380.95	\$ 761.90
7	111403D	158" Aluminum Roof Post for 48" Deck	\$ 540.00	\$ (27.00)	\$ 513.00	\$ 3,591.00
1	123331B	Double Slide 40"-48" Deck	\$ 2,691.00	\$ (134.55)	\$ 2,556.45	\$ 2,556.45
4	120711A	Pod Climber® 16"	\$ 369.00	\$ (18.45)	\$ 350.55	\$ 1,402.20
8	120710A	Pod Climber® 8"	\$ 364.00	\$ (18.20)	\$ 345.80	\$ 2,766.40
1	CP002907	Custom independent Comet Climber	\$ 24,750.00	\$ (1,237.50)	\$ 23,512.50	\$ 23,512.50
1	CP008200	Digifuse dolphin sit-on spring rider	\$ 3,460.00	\$ (173.00)	\$ 3,287.00	\$ 3,287.00
1	CP007854	Digifuse lobster sit-on spring rider	\$ 3,460.00	\$ (173.00)	\$ 3,287.00	\$ 3,287.00
1	CP000493A	IND hillside wide bottom wave climber	\$ 12,525.00	\$ (626.25)	\$ 11,898.75	\$ 11,898.75
1	CP023674	lolioladder style horizontal ladder for ages 2-5	\$ 4,325.00	\$ (216.25)	\$ 4,108.75	\$ 4,108.75

[illegible]



United States Department of the Interior

FISH AND WILDLIFE SERVICE

Stewart B. McKinney National Wildlife Refuge

733 Old Clinton Road

Westbrook, Connecticut 06498

Voice: (860) 399-2513 Fax: (860) 399-2515



January 27, 2023

Mr. Ken Hughes
Superintendent of Parks and Public Property
125 East Ave.
Room 129
Norwalk, CT 06856

Subject: USFWS use of docking structure at the Norwalk Visitors Dock – Summer 2023

Dear Mr. Hughes:

The refuge appreciates the long-standing relationship that we have maintained with the City of Norwalk - Recreation and Parks Department. We are requesting the ability to station USFWS seasonal staff for the Norwalk Islands on our research vessel docked at the Norwalk City Dock. The research boat would utilize a space at the dock which is not generally of use to other vessels. We would pay for utilities and any other expenses necessary. Although the City approved this use last year, we were unable to station the boat due to mechanical problems. Seasonal staff did work in the City throughout the summer, but it was more of a challenge to get them there due to the commute.

The duties of the seasonal staff would be the same as in the past, consisting of welcoming the public to the McKinney Refuge, giving visitor tours, monitoring wildlife populations, and patrolling the refuge to keep it tidy and to encourage its proper use. They will also help to control invasive plants at Oyster Shell Park, as they did last year as part of a partnership. The interns would be available to help the Recreation and Parks Department keep watch on City property or other tasks that are requested.

There would be one to two seasonals in Norwalk, and they will be fully trained in boating safety and operations, First Aid & CPR, as well as visitor services. They would be stationed at the research vessel up to seven days a week. They would have a small boat of roughly 16ft tied to the research vessel while on station to be used for transport, patrol and general work on the islands. We would request that you allow the interns to park one private vehicle and one government vehicle (no trailers) somewhere near the City Dock. This would be at a location of your choosing within the park.

We appreciate your time in this matter and I am happy to discuss it further if you wish. Please call me at the number listed above, or on my cell phone - 860-961-4247.

We look forward to continuing our collaborative efforts with the City of Norwalk.

Sincerely,
**RICHARD
POTVIN**
Richard A. Potvin
Refuge Manager

Digitally signed by
RICHARD POTVIN
Date: 2023.02.06
10:49:40 -05'00'

**NORWALK RECREATION AND PARKS DEPARTMENT
FACILITY USAGE AND PARK FEES 2021-2022**

(12)

	2022-23 Committee Recommendation	2023-2024 Proposed Fees Dept. Recommendation
CALF PASTURE BEACH PAVILION		
Time Block 11:30 AM - 3:30 PM	\$450.00	\$475.00
Time Block 5:00 PM - 9:00 PM	\$450.00	\$475.00
Both Time Blocks 11:30 - 9:00 PM	\$675.00	\$710.00
CRANBURY PARK PICNIC PAVILION #1	\$450.00 (<200 attendees)	\$475.00 (<200 attendees)
CRANBURY PARK BUNK HOUSE/PAVILION #2		
Cranbury Pavilion #2	\$400.00	\$420.00
Bunk House & Pavilion #2	\$600.00 for 3 hrs -\$100 Per add. Hr	\$630.00 for 3 hrs -\$100 Per add. Hr
Refundable Security Deposit (Bunkhouse)	1,500.00	1,575.00
CRANBURY PARK MANSION		
Mid Week Business Special(**) (***)	\$500.00 for 3 hours/\$100 P/H over 3 hours	\$630.00 for 3 hours/\$105 P/H over 3 hours
Hour Rental	N/A	N/A
Hour Rental(**) (***)	\$4,500.00	\$4,725.00
Hour Rental(**) (***)	\$3,000.00	\$3,150.00
Additional Hours	\$450.00	\$472.50
Refundable Security Deposit	\$1,500.00	\$1,575.00
(**) 25 % Non Refundable deposit due 15 days after approval.		
(***) Inclusive of Custodian, Tables, Chairs, Terrace and Tea Garden		
CRANBURY PARKING		
Cranbury Park Daily	\$10.00	\$10.50
Cranbury Park Seasonal (Non-Resident)	\$150.00	\$157.50
Cranbury Park Parking Fine	\$60.00	\$63.00
Cranbury Park Parking Fine after 15 Days	\$100.00	\$105.00
Cranbury Park Parking Fine after 30 Days	\$200.00	\$210.00

**NORWALK RECREATION AND PARKS DEPARTMENT
FACILITY USAGE AND PARK FEES 2021-2022**

	2022-23 Committee Recommendation	2023-2024 Proposed Fees
FODOR FARM		
Pavilion	\$350.00	\$385.00
Kitchen with Kitchen	\$600.00 for 3 hrs-\$100 Per add. Hr	\$660.00 for 3 hrs-\$100 Per add. Hr
Refundable Security Deposit	\$1,500.00	\$1,500.00
PARK USAGE FEES		
Groups of 1 - 99**	\$350.00 + \$50 P/H Custodian Min 3 Hrs.	\$385 + \$50 P/H Custodian Min 3 Hrs.
Groups of 100 - 249**	\$500.00 + \$50 P/H Custodian Min 3 Hrs.	\$550 + \$50 P/H Custodian Min 3 Hrs.
Groups of 250 - 499**	\$700.00 + \$50 P/H Custodian Min 3 Hrs.	\$750 + \$50 P/H Custodian Min 3 Hrs.
Groups of 500 - 999**	\$900.00 + \$50 P/H Custodian Min 3 Hrs.	\$1040 + \$50 P/H Custodian Min 3 Hrs.
Groups of 1000 - 1499**	\$1,800.00 + \$50 P/H Custodian Min 3 Hrs.	\$1,980 + \$50 P/H Custodian Min 3 Hrs.
Groups of 1500 - 2499**	\$2,500.00 + \$50 P/H Custodian Min 3 Hrs.	\$2805 + \$50 P/H Custodian Min 3 Hrs.
Groups of 2500 or more	Varies on the event	Varies with each event
Refundable Security Deposit	\$1,000.00	\$1,000.00
**25% Non Refundable deposit due 15 days after approval		
Special Event Fee	\$125.00	\$125.00
GRASSY/RAM/SHEA ISLAND		
Non Resident Registration Fee	\$25.00	\$25.00
Resident/Non Resident Camping Fee	\$15.00 per night per campsite	\$15.00 per night per campsite
SHOWMOBILE FEES		
Rental Fee	\$450.00 + \$250.00 set-up/take down	\$450.00 + \$250.00 set-up/take down
Norwalk Based Non Profit Organization	\$250.00 + \$250.00 set-up/take down	\$250.00 + \$250.00 set-up/take down
BALLFIELD LIGHTING FEE		
	\$250.00 per evening (Non Norwalk Leagues)	\$275.00 per evening (Non Norwalk Leagues)
	includes supervisor to turn on/off	
Norwalk League	\$25.00 per hour	30.00 per hour
FIELD RENTAL		
	\$350 Per Field Per Day	\$385 Per Field Per Day
	(Baseball) 1 Field Maint \$300	(Baseball) 1 Field Maint \$330
	2 Field Maint \$600	2 Field Maint \$660

FACILITY USAGE AND PARK FEES 2021-2023 and proposed 2023-2024 fees

Public Hearing, Recreation and Parks Department proposed fees and charges.

Location: <https://www.norwalkct.org/Meetings> • Date: April 12, 2023 • Time: 6:30 PM

Link: <https://us02web.zoom.us/j/82860485511> • Dial In: 646-558-8656 • Webinar ID: 828 6048 5511

12

	2022-2023	2023-2024 Proposed Fees Dept. Recommendation
Proposed Fee Increases for 2023-2024 2023-2024 Revenues Projections include on average a .0% increase for Facility Usage and Park Fee as an inflationary increase for the past two FYs, averaging 3.5% per yr.)		
VETERANS PARK LAUNCHING RAMPS		
Non Resident Daily Launch/Exit Pass	\$40.00	\$45.00
Resident Boat Stickers (Unlimited Launches)	\$30.00 / \$20.00 Seniors 66 & Over	\$32.00 / \$21.00 Seniors 66 & Over
Non Resident Season Launch Stickers	\$300.00	\$315.00
Norwalk Marina Business Launch Sticker	\$750.00	\$780.00
VETERAN'S PARK MARINA		
Residents	\$48.00 P/F + Tax	\$50.00 P/F + Tax
Residents age 66 and over	\$40.00 P/F + Tax	\$42.00 P/F + Tax
Non Residents	\$50.00 P/F + Tax	\$53.00 P/F + Tax
Non Residents age 66 and over	\$42.00 P/F + Tax	\$44.00 P/F + Tax
Resident Dinghies	\$325.00 Flat Fee + Tax	\$341.00 Flat Fee + Tax
Residents Dinghies age 66 and over	\$325.00 Flat Fee + Tax	\$315.00 Flat Fee + Tax
Non Resident Dinghies	\$340.00 Flat Fee + Tax	\$357.00 Flat Fee + Tax
Non Resident Dinghies age 66 and over	\$315.00 Flat Fee + Tax	\$331.00 Flat Fee + Tax
VETERAN'S PARK VISITOR'S DOCKS AND MOORINGS		
Day Block 8:00 AM - 4:00 PM	\$1.50 P/F \$3.00 (Elec)	\$1.60 P/F \$3.15 (Elec)
Light Block 4:00 PM - 12:00 AM	\$1.50 P/F \$3.00 (Elec)	\$1.60 P/F \$3.15 (Elec)
Overnight Block 12:00 AM - 8:00 AM	\$1.50 P/F \$3.00 (Elec)	\$1.60 P/F \$3.15 (Elec)
Commercial Cruise Operators	\$4.00 P/F any time block	\$420 P/F any time block
Parking for Cruise's/Busses	\$10.00 per vehicle	\$10.00 per vehicle
Veterans Park Non Resident (Daily Parking)	\$5.00	\$6.00
Veterans Park Parking Fine	\$60.00	\$60.00
Veterans Park Parking Fine after 15 Days	\$100.00	\$100.00
Veterans Park Parking Fine after 30 Days	\$200.00	\$200.00
CALF PASTURE BEACH		
Residents with Vehicles not registered in Norwalk	\$250.00 (Season Pass)	\$250.00 (Season Pass)
Lockdown Town Stickers	\$325.00	\$325.00
Non Resident Off Peak Stickers (ballplayers)	\$50.00	\$55.00
Non Resident Parking (Weekdays)	\$40.00	\$42.00
Non Resident Parking (Weekends & Holidays)	\$65.00	\$72.00
Non-Resident, City Employee Season Pass		\$250.00
Non-Resident, BOE Employee Season Pass		\$250.00
Non Resident Off Peak Parking	\$20.00	\$30.00
Calf Pasture Beach Parking Fine	\$150.00	\$150.00
Calf Pasture Beach Parking Fine after 15 Days	\$200.00	\$200.00
Calf Pasture Beach Parking Fine after 30 Days	\$250.00	\$250.00
Corporate Lunch <30	\$50.00 Each	\$50.00 Each
Corporate Lunch >30	\$40.00 Each	\$40.00 Each
Beach Concession Parties	\$10.00	\$10.00
Special Event Parking	\$10.00	\$10.00
Picnic Table Rental/ Shady Beach	\$5.00 Resident/\$25.00 Non Resident	\$5.00 Resident/\$25.00 Non Resident



VII. C

April 17, 2023

**Office of Early Childhood
School Readiness Program**

School Readiness is a state funded program that helps families afford a high-quality early childcare program. Programs are closely monitored by the Norwalk Early Childhood Council. The programs provide preschool on a sliding fee scale for children whose families qualify for tuition assistance determined by family size and income. School Readiness funding has supported the ECE community in Norwalk since 1998.

Norwalk has a total of 636 SR preschool spots for three- and four-year-olds. 116 are School Day/School Year and 520 spots are Full Day/full Year.

Community School Readiness Grant- total funds \$5,436,480.00

Quality Enhancement \$37,688.00

"Authorize the Mayor, Harry W. Rilling, to execute any and all agreements, documents, instruments, or amendments as may be necessary to apply for and accept the School Readiness Grant which includes the Quality Enhancement Grant for the period July 1, 2023, to June 30, 2024."

Sincerely,

Carol Carrozelli
School Readiness Coordinator
carrozellc@norwalkps.org
203-854-4114
Norwalk Public Schools
One Park Street
Norwalk, CT 06851



CITY OF NORWALK
Wilber Giron, P.E.
Permit Engineer
 wgiron@norwalkct.gov
 P: 203-854-7801 / F: 203-857-0143
 Norwalk City Hall
 125 East Avenue, P.O. Box 5125
 Norwalk, CT 06856-5125

MEMORANDUM

TO: Vanessa Valadares, P.E. – Chief of Operations and Public Works

FROM: Wilber Giron, P.E. – Permit Engineer

CC: James Meehan, P.E. – Principal Engineer

REF: Acceptance of Sanitary Sewer Easement Deed over 15 Oakwood Avenue

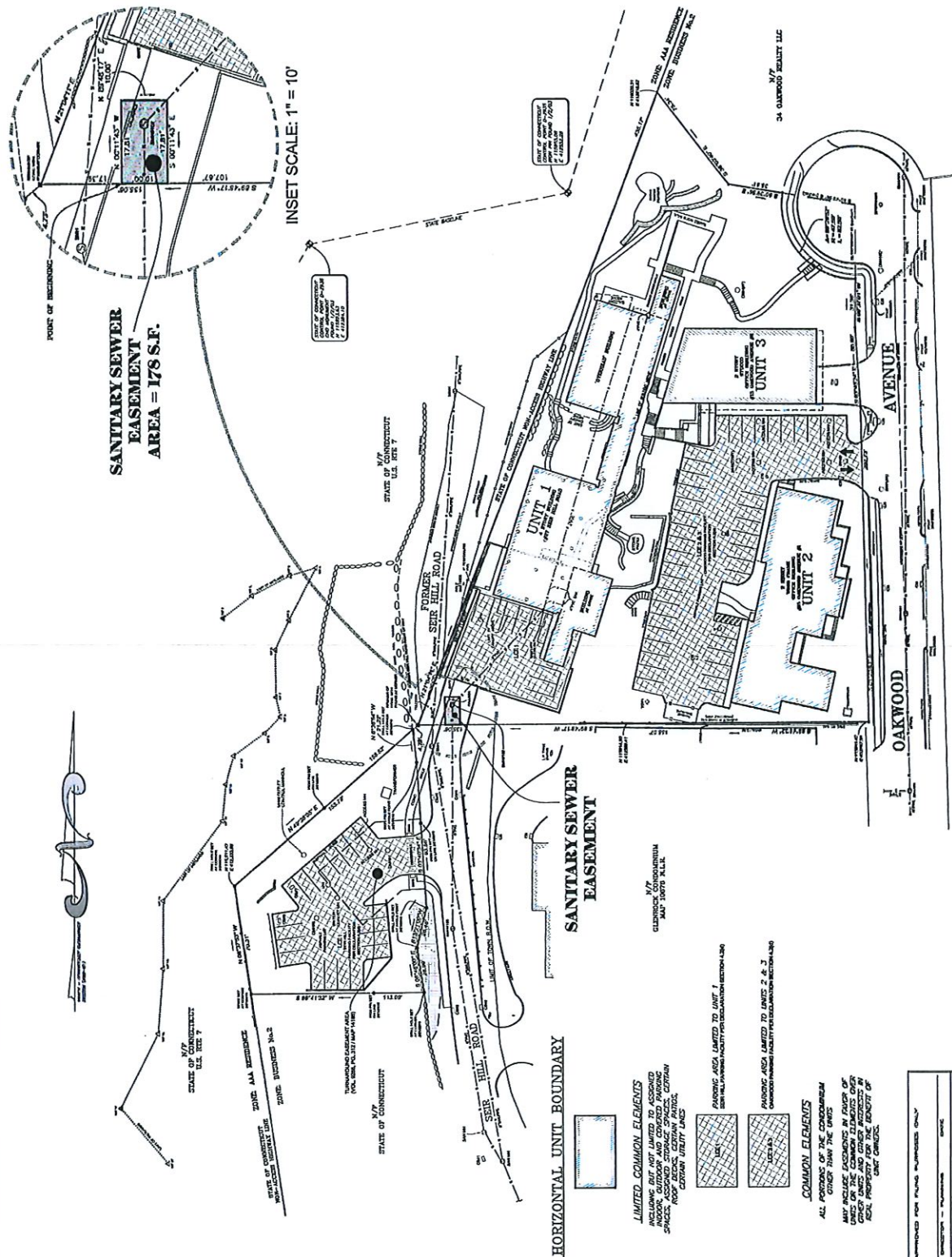
DATE: March 28, 2023

As per the Water Pollution Control Authority's (WPCA) conditional Final Acceptance of the 290 LF of sanitary sewer main and three (3) manhole structures on Seir Hill Road as a public sanitary sewer to be owned and maintained by the City of Norwalk with the following condition: a sanitary sewer easement for access and maintenance of the infrastructure shall be granted by the Property Owner to the City of Norwalk for the portion of the sanitary sewer main and manhole situated on private property.

The Department of Public Works (DPW) has reviewed and recommends approval of the proposed sanitary sewer easement as depicted in the Easement Map filed in the Department of Operation and Public Works entitled, "Easement Map Depicting Sanitary Sewer Easement over Stone Commercial Real Estate Condominium, Norwalk, Connecticut prepared for the City of Norwalk," dated January 16, 2023, at a scale of 1"=30' prepared by Redniss & Mead.

I have attached a copy of the Easement Map for your reference. Therefore, I would like to request that the following item(s) be included on the agenda for the April 4, 2023 meeting of the Public Works Committee of the Common Council for approval.

- 1.) Authorize the Mayor, Harry W. Rilling, to enter into any and all agreements and other documents necessary to accept a sanitary sewer easement deed over 15 Oakwood Avenue, Norwalk, CT confirming easement rights set forth in certain "Easement Map Depicting Sanitary Sewer Easement over Stone Commercial Real Estate Condominium, Norwalk, Connecticut prepared for the City of Norwalk," dated January 16, 2023, at a scale of 1"=30' prepared by Redniss & Mead.
- 2.) 8-24 Referral of Sanitary Sewer Easement at 15 Oakwood Avenue in favor of City of Norwalk for Report and Recommended action.

[illegible]

THIS IS AN ORIGINAL
MYLAR PRODUCED
FOR FILMS ON THE
LAND RECORDS
Ryan and Foulds

Chapter 73. Park Authorities

Article I. Oak Hills Park Authority

§ 73-1. Creation; purposes.

- A. There is hereby created, in accordance with the provisions of Sections 7-130a through 7-130w of the Connecticut General Statutes, an authority known as the "Oak Hills Park Authority," with a principal office located at Oak Hills Park, for the purpose of acquiring, constructing, operating, maintaining and managing the Oak Hills Park, including the golf course, tennis courts and related recreational facilities currently located therein and any related project or projects as defined in such enabling acts and as further defined herein.
- B. The Oak Hills Park Authority is created for the purposes stated in Section 7-130a(d) as they relate specifically to public golf courses, including restaurants and driving range and the maintenance and protection of the Oak Hills Park. Nothing herein shall preclude the Authority from providing for other forms of public recreation listed in such Subsection (d) on any land which may be acquired for the primary purpose of golf, and the Authority shall seek to maximize the recreation and park use of Oak Hills Park.

§ 73-2. Membership; terms: removal; benefits or compensation.

- A. The powers of the Oak Hills Park Authority shall be exercised by an Authority consisting of nine members. Eight members shall be electors of the City of Norwalk, who shall be appointed by the Mayor and confirmed by the Common Council. The ninth member shall be the Director of Recreation and Parks for the City of Norwalk, or their designee. Except for the Director of Recreation and Parks, who shall be a permanent member, members shall be appointed to serve for terms of three years or until their successors are appointed and qualified. Any vacancy shall be filled by the Mayor and confirmed by the Common Council for the unexpired portion of the term of the member whose place shall become vacant. No member, other than the Director of Recreation and Parks, shall serve more than two consecutive terms, and, after serving on the Authority for two consecutive terms, no member shall be reappointed to the Authority for at least two years.
- B. The Common Council shall have the power to remove a member of the Authority for inefficiency, neglect of duty or malfeasance in office, after an investigation, notice and public hearing.
- C. No member of the Authority shall receive any preferences, benefits or compensation, including preferences for golf or other recreational activities, from the Authority or any person or entity contracting with the Authority.
- D. No action of the Authority shall be lawful and binding unless approved by not less than five members of the Authority.

E. The names, addresses and terms of office of the first members of the Authority shall be as follows:^[1]

[1]Editor's Note: Said names, addresses and terms of office are on file in the office of the City Clerk.

§ 73-3. Organization; powers and duties.

- A. The Oak Hills Park Authority shall organize and operate in conformity with the provisions of Section 7-130a of the Connecticut General Statutes.
- B. The Authority shall perform such duties and have such powers and privileges as are or may be imposed by such statutes and shall encompass all powers as set forth in Section 7-130d of the Connecticut General Statutes.

§ 73-4. Required reports; investigation of Authority's activities.

The Oak Hills Park Authority shall file a written report of its doings, its income and expenditures monthly, on or about the 15th of the month, with the Mayor, Board of Estimate and Taxation and the Common Council. The Authority shall provide for an annual independent audit and shall provide a copy of said audit to the Mayor, Board of Estimate and Taxation and the Common Council. The Authority shall be subject to and shall comply with all of the requirements of the Freedom of Information Act.

§ 73-5. Officers and employees.

- A. The Authority shall annually elect one of its members as Chairman and shall elect one of its members as Vice Chairman. The Authority may also appoint an Executive Director (who shall not be a member of the Authority), who shall serve at the pleasure of the Authority and have such duties and receive such compensation as shall be fixed by the Authority. The Executive Director shall be professionally qualified to carry out the purposes enumerated in § 73-1.
- B. The Authority or its Executive Director, as authorized by the Authority, shall have the sole right to employ, direct and control such persons as it deems necessary to carry out the purposes of the Authority. The selection, appointment, assignment of duties, amount of compensation, termination of service, status and other terms and conditions of employment of its employees shall be under the sole jurisdiction of the Authority or the Executive Director, as authorized by the Authority.

§ 73-6. Annual budget.

- A. In its capacity as a tenant of the park on or before the first day of January in each year, the Authority shall submit its proposed annual budget to the Mayor, Board of Estimate and Taxation and the Common Council.

- B. The Authority shall adopt an annual budget on or before the first day of June in each year for the ensuing fiscal year commencing July 1.

§ 73-7. Employment restricted.

- A. No member of the Oak Hills Park Authority or any immediate family member thereof shall apply for or accept employment at the Oak Hills Park or any of the facilities or operations located at the Oak Hills Park, including, but not limited to, the driving range, tennis courts and restaurant. This restriction shall apply during the time that said member is serving on the Authority and for a period of two years after the member ceases to be a member of the Authority.
- B. No immediate family member of the Executive Director shall accept employment or contract with the Oak Hills Park Authority or any facilities or operations located at the park including, but not limited to, any retail (pro) shop, restaurant, the driving range, golf or tennis lessons or golf carts.
- C. For the purposes of this section, the term "immediate family" shall be defined as including spouses, mothers, fathers, sons, daughters, sisters and brothers and in-laws thereof.
- D. The Executive Director may, at the discretion of the Authority, be the golf professional.
- E. The Authority shall have the right to grant to the golf professional such control over any retail (pro) shop as it deems appropriate and may grant the golf professional the right to provide golf lessons at Oak Hills Park on such terms as it deems appropriate. Except for such arrangements with the golf professional for a retail (pro) shop and/or lessons the Authority shall not permit the golf professional to provide any other services or equipment at Oak Hills Park.

§ 73-8. Use restrictions.

- A. The Authority shall create no rules or regulations which will mandate, coerce or require golfers to rent golf carts in order to play golf at the Oak Hills Park. Notwithstanding the foregoing, on or after October 31, 2000, the Authority may mandate the use of golf carts for tournament play.
- B. The golf course shall not be closed for public use because of tournament play for more than 50 days, or any part thereof, per year.
- C. The Authority shall not discriminate among golfers based on their playing ability.
- D. No free or discounted rounds of golf shall be allowed except for rounds charged at \$2 per round for all Authority employees. The rounds for employees are only allowed on weekdays, excluding holidays. Golf professionals and superintendents who are members of a professional golf organization may be allowed to play at no charge. The Executive Director of the Authority shall be allowed to play free of charge. The members and

coaches of the golf program at the Norwalk high schools and their opponents from visiting schools are not covered by this section. They may conduct organized practices and hold their matches at Oak Hills Golf Course free of charge. Everyone playing under the above-referenced exceptions must be registered by name. The information shall be certified by the Authority's Chairman and included in the Authority's Annual Report.

§ 73-9. Rental charge for park.

- A. The Authority is authorized to enter into a lease agreement with the City of Norwalk. The Common Council may charge the Authority such annual rent for the use of the Oak Hills Park as the Council may set in said lease.
- B. Any and all contracts entered into by the Authority shall be subordinate to the lease between the Authority and the city.
- C. The Authority shall take custody of and take control over the Oak Hills Park on the date specified and under the terms provided in the lease.

§ 73-10. Fee hearings.

Before any fee schedule for the use of any facilities at the Oak Hills Park is enacted or modified, the Authority shall hold a public hearing in the City of Norwalk. The Authority shall provide legal notice of such public hearing not more than 14 and not fewer than seven days prior to the hearing.

§ 73-11. Applicable definitions.

The definitions in Section 7-130a, Connecticut General Statutes, shall, so far as applicable, govern the construction of the provisions of § 73-1 through 73-7 of this article.