

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

I. ROLL CALL

II. ACCEPTANCE OF MINUTES

Regular Meeting: March 13, 2018

III. PUBLIC PARTICIPATION

IV. MAYOR

A. RESIGNATIONS AND APPOINTMENTS

RESIGNATIONS:

APPOINTMENTS: Mary Peniston, Planning Commission

REAPPOINTMENTS:

MAYOR'S REMARKS:

V. COUNCIL PRESIDENT

A. GENERAL COUNCIL BUSINESS:

B. CONSENT CALENDAR:

VI. REPORTS: DEPARTMENTS, BOARDS AND COMMISSIONS

A. CORPORATION COUNSEL

VII. COMMON COUNCIL COMMITTEES

A. FINANCE COMMITTEE

1. Accept and Approve the Report of the Claims Committee Dated: March 8, 2018.
2. For informational purposes only: Narrative on Tax Collections dated March 5, 2018.
3. For informational purposes only: Monthly Tax Collector's Report Dated: February 28, 2018.

B. RECREATION, PARKS AND CULTURAL AFFAIRS COMMITTEE

1. Authorize the Mayor, Harry W. Rilling, to enter into an agreement with Ninety 9 Bottles for the use of Oyster Shell Park for the Ninety 9 Bottles Craft Beer Festival to be held Saturday, June 2, 2018 from 2:00 PM – 5:00 PM. Set up to take place Saturday, June 2, 2018 at 9:00 AM with tear down no later than Saturday, June 2, 2018 at 10:00 PM. Estimated attendance 1,200.
- 2a. Authorize the Mayor, Harry W. Rilling, to enter into an agreement with William Raveis Charitable Fund for the use of Calf Pasture Beach for the Annual William Raveis Ride/Walk Event to be held Sunday, September 30, 2018 from 5:00 AM – 3:00 PM. Set up to begin Saturday, September 29, 2018 at 8:00 AM with tear down no later than 4:00 PM on Sunday, September 30, 2018. Estimated attendance 500+.
- 2b. Approve the use of the Show Mobile at Calf Pasture Beach by William Raveis Charitable Fund on Saturday, September 30, 2018 from 5:00 AM – 3:00 PM.
3. Authorize the Mayor, Harry W. Rilling, to enter into an agreement with Team Mossman Events for the use of Calf Pasture Beach for the Mossman Sprint Triathlon to be held Sunday, August 19, 2018 from 6:30 AM – 11:00 AM. Set up to begin Saturday, August 18, 2018 at 7:00 AM – 5:00 PM with tear down no later than 2:00 PM on Sunday, August 19, 2018. Estimated attendance 400.
4. Authorize the Mayor, Harry W. Rilling, to enter into an agreement with Norwalk Lacrosse Association, Inc. for the use of Veterans Park for the Norwalk Junior Lacrosse Pound-on-the-Sound to be held Saturday, June 9, 2018 and Sunday, June 10, 2018 from 6:00 AM – 7:30 PM each day. Set up to begin on Friday, June 8, 2018 at 6:00 PM with tear down no later than 10:00 PM on Sunday, June 10, 2018. Estimated attendance 2,000 (Rotating through each day).
5. Authorize the Mayor, Harry W. Rilling, to enter into an agreement with Rowayton Elementary School PTA for the use of Rowayton Elementary School Field for the Rowayton School Carnival to be held on Friday, May 11, 2018 from 5:00 PM – 10:00 PM and Saturday, May 12, 2018 from 10:00 AM – 5:00 PM. Set up to begin on Wednesday, May 9, 2018 at 9:00 AM through Friday, May 11, 2018 at 3:00 PM with tear down no later than Sunday, May 13, 2018 at 12:00 Noon. Estimated attendance 500.
6. Authorize the Mayor, Harry W. Rilling to enter into a 5 Year Lease Agreement with a 2 Year Option with Norwalk Tree Alliance for space at the Fodor Farm House at a Rate of \$150.00 per month starting April 1, 2018. Group will pay for their own phones and internet. Norwalk Tree Alliance will be responsible to host a fundraiser with the other 3 groups for the preservation of Fodor Farm.

C. LAND USE AND BUILDING MANAGEMENT COMMITTEE

- 1a. Authorize the Mayor, Harry W. Rilling, to execute a contract with Domus Constructors LLC for roof repairs on the Lockwood Mathews Mansion for a total not to exceed \$98,880.00. Account No.0917/186310 5777 C0092.
- 1b. Authorize the Historical Commission to execute Change Orders on Contract for a total not to exceed \$9,000.

D. ORDINANCE COMMITTEE

- 1a. Approve proposed 457 – Deferred Compensation Plan
- 1b. Approve proposed revisions to the 457 Governmental Deferred Compensation Plan & Trust
- 2a. Approve proposed 401(a) – Defined Contribution Plan
- 2b. Approve proposed revisions to the 401 Governmental Money Purchase Plan & Trust Basic Document

E. HEALTH, WELFARE AND PUBLIC SAFETY COMMITTEE

- 1. Authorize the Mayor, Harry W. Rilling, to execute any and all documents necessary to apply for and accept the School Readiness Grant, which includes the Quality Enhancement Grant for the period July 1, 2018 to June 30, 2019.

VIII. RESOLUTIONS FROM COMMON COUNCIL

IX. MOTIONS POSTPONED TO A SPECIFIC DATE

X. SUSPENSION OF RULES

XI. ADJOURNMENT

APPOINTMENTS

PLANNING COMMISSION

M/C

NORWALK CODE 79

MARY PENISTON (U)

Term Expires 07/01/2020

56 Cedar Crest Place
Norwalk, CT 06854

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

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

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

I. ROLL CALL

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

Council at Large:	Mr. Gregory Burnett Mr. Douglas Hempstead Mr. Nicholas Sacchinelli	Mr. Michael Corsello Ms. Barbara Smyth Mr. Douglas Stern
District A:	Ms. Eloisa Melendez	Mr. Chris Yerinides
District B:	Ms. Faye Bowman	Mr. Travis Simms
District C:	Mr. John Kydes	Ms. Beth Siegelbaum
District D:	Mr. Douglas Hempstead	Mr. George Tsiranides
District E:	Mr. Thomas Livingston	

At Roll Call there were fourteen (14) Common Council members present and one (1) absent (Mr. Igneri)

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

II. ACCEPTANCE OF MINUTES

Regular Meeting: February 27, 2018

**** MR. LIVINGSTON MOVED TO ACCEPT THE MINUTES AS PRESENTED**

**** MOTION PASSED UNANIMOUSLY**

III. PUBLIC PARTICIPATION

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

Ms. Missy Conrad asked why plastic soda can holders are back. She expressed concern about recycling. Mayor Rilling informed Ms. Conrad that the issue of plastic soda can holders was not an agenda item and Common Council rules will not allow this discussion. Ms. Conrad said that she has been asking Mayor Rilling to join Mayors for Peace since 2015.

IV. MAYOR

A. RESIGNATIONS AND APPOINTMENTS

RESIGNATIONS: There were none this evening.

APPOINTMENTS: There were none this evening.

REAPPOINTMENTS: There were none this evening.

MAYOR'S REMARKS:

Mayor Rilling announced the third annual Mayor's Clean City Initiative taking place on April 21st. He invited everyone to join him at Lowe's at 10:00 a.m. He said he is disappointed when he sees a lot of litter around town and reminded people to keep a bag in their car to help get rid of debris. He said everyone should do their part to keep our streets clean.

Mayor Rilling said the Saint Patrick's Day parade was held last Saturday and thanked the Norwalk Police Emerald Society for their work. He said he looks forward to the Columbus Day parade in October. Mr. Kydes added that O'Neils' hosted the ceremony and did a great job.

Mayor Rilling said that tomorrow at 9:45 a.m. high school and some middle school students will be making a statement about gun violence in the schools. A walk out is

Common Council

March 13, 2018

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planned for 17 minutes – one minute for each of the Parkland High School shooting victims. He said he supports the students in their effort.

V. COUNCIL PRESIDENT

A. GENERAL COUNCIL BUSINESS:

Mr. Kydes wished Ms. Melendez a happy birthday.

B. CONSENT CALENDAR:

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

PUBLIC WORKS COMMITTEE

VII.A.1A

VII.A.1B

VII.A.2

PLANNING COMMITTEE

VII.B.1

VII. COMMON COUNCIL COMMITTEES

A. PUBLIC WORKS COMMITTEE

1A. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE ANY AND ALL DOCUMENTS NECESSARY TO APPLY FOR AND ACCEPT GRANT FUNDS FROM THE CONNECTICUT DEPARTMENT OF ENERGY & ENVIRONMENTAL PROTECTION 319 NPA GRANT PROGRAM FOR THE REMOVAL OF THE FLOCK PROCESS DAM PROJECT.

1B. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE ANY AND ALL AGREEMENTS, DOCUMENTS, INSTRUMENTS AND AMENDMENTS THERETO AS MAY BE NECESSARY TO IMPLEMENT THE REMOVAL OF THE FLOCK PROCESS DAM PROJECT UNDER THE CT DEEP 319 NPS GRANT PROGRAM PURSUANT TO SUCH GRANT FUNDING.

2. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AGREEMENT WITH RHS CONSULTING DESIGN, LLC FOR A CONDITION EVALUATION OF SPAN POLE AND MAST ARM STRUCTURES FOR AN AMOUNT NOT TO EXCEED \$20,250.00.

ACCOUNT NO. 09 16 4021 5777 C0232

B. PLANNING COMMITTEE

1. THE COMMON COUNCIL RECOGNIZES THE MEMBERS WHO HAVE STATED THAT THEY ARE CONFLICTED PER HUD REGARDING THE COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM.

**** MOTION PASSED UNANIMOUSLY**

VI. REPORTS: DEPARTMENTS, BOARDS AND COMMISSIONS

A. CORPORATION COUNSEL

**** MR. KYDES MOVED TO APPROVE THE FOLLOWING ITEM:**

1. AUTHORIZATION FOR AUTHORITY TO FILE OFFER OF COMPROMISE: TERRANCE CUMMINGS V. JERMAINE NASH, ET AL.

**** MOTION PASSED WITH TWO (2) VOTES IN OPPOSITION (MR. HEMPSTEAD AND MR. SIMMS)**

**** MR. KYDES MOVED TO APPROVE THE FOLLOWING ITEM:**

2. AUTHORIZATION FOR DISCUSSION: SETTLEMENT: CHRISTIAN GARNETT V. CITY OF NORWALK, ET AL.

**** MOTION PASSED WITH TWO (2) VOTES IN OPPOSITION (MR. HEMPSTEAD AND MR. SIMMS)**

VII. COMMON COUNCIL COMMITTEES

A. PUBLIC WORKS COMMITTEE

**** MR. LIVINGSTON MOVED TO APPROVE THE FOLLOWING ITEMS:**

3A. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AGREEMENT WITH THE GRASSO COMPANIES, LLC FOR PROJECT PM2018-1 PAVEMENT MANAGEMENT PROGRAM FOR A SUM NOT TO EXCEED \$2,875,598.75.

ACCOUNT NO.

09 17 4021 5777 C0021

09 18 4021 5777 C0021

09 18 4027 5777 C0302

09 17 4021 5777 C0515

03 00 00 2602

3B. AUTHORIZE THE DIRECTOR OF PUBLIC WORKS TO EXECUTE ORDERS ON THE CONTRACT WITH THE GRASSO COMPANIES, LLC FOR PROJECT PM2018-1 PAVEMENT MANAGEMENT PROGRAM FOR A SUM NOT TO EXCEED \$287,559.87.

ACCOUNT NO.

09 17 4021 5777 C0021

09 18 4021 5777 C0021

09 18 4027 5777 C0302

09 17 4021 5777 C0515

03 00 00 2602

Mr. Livingston explained the items and said Grasso Companies, LLC was the lowest priced bidder. This entity is a separate and legal entity from the other Grasso organizations. He said this company is in compliance. In addition, he said they provide good service to the City.

Mr. Simms said that a lot of what was said was not all factual. He said that a couple of years ago a Grasso company owned by the father did not pay taxes and then they re-organized the company. He said they are kicking the can down the road. Mr. Simms said it is their job to look out for the best interest of the City. He reiterated that all they are doing is re-organizing their company and the City awards them with contracts. Mr. Simms said this sets a precedent to other companies that if they do not pay their taxes they can re-organize and get a contract from the City.

Ms. Bowman said she believed the contact had wording, and it is affiliates. She said the property where the business is housed is under a Zoning violation. She asked what has to be done to get that cleaned up.

Common Council

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Mr. Coppola said that he understands that the family is related, but the owner of this Grasso Companies is not the owner of the property.

Ms. Bowman said the City gave Grasso Companies their contract, knowing they owned back taxes and they did not fix the Zoning violation on the property. She added if they are a separate entity, they can move.

Mr. Simms said this item does not say ...and its affiliates. Mr. Coppola said he understands that this company is not affiliated or a subsidy of the other companies.

Ms. Bowman said they are responsible to the residents.

**** MOTION PASSED WITH TWO (2) VOTES IN OPPOSITION (MS. BOWMAN AND MR. SIMMS)**

VIII. RESOLUTIONS FROM COMMON COUNCIL

There were none this evening.

IX. MOTIONS POSTPONED TO A SPECIFIC DATE

There were none this evening.

X. SUSPENSION OF RULES

There were none this evening.

XI. ADJOURNMENT

**** MS. MELENDEZ MOVED TO ADJOURN
** MOTION PASSED UNANIMOUSLY**

There was no further business and the meeting was unanimously adjourned at 8:00 p.m.

ATTEST: _____
Donna King, City Clerk

MARY PENISTON

56 Cedar Crest Place | Norwalk, CT 06854
Phone: 203-858-0870 | E-mail: marypeniston@gmail.com

U

PROFESSIONAL EXPERIENCE

<i>Chief Operating Officer</i> Child First, Inc. Trumbull, CT	• Manage day-to-day operations of National Program Office (\$5.6 million) • Oversee Finance and Data Departments as well as HR & IT • Serve in a leadership role for strategic planning, business planning, organizational development, national partnerships, and funding, including federal, state, and private grants and contracts • As a result of a strategic plan with Bridgespan, worked with Founder & CEO to incorporate in 2012, establish organization as an independently operated 501(c)3 in 2013, including subsequent hiring of staff, developing policies and operating systems • Helped formed founding Board and serve as staff liaison to Board	2009 - present
<i>Special Assistant to the Superintendent for Research, Planning & Development</i> Norwalk Public Schools Norwalk, CT	• Developed district and community initiatives on Early Childhood, Afterschool, Educational Leadership & Reform, and Technology • Co-founder of Norwalk After School Alliance; key developer of Norwalk Early Childhood Plan recognized by CT Legislature; member of team that developed two consecutive District Technology Plans • Led efforts to raise over \$5 million in grant funding • As member of Superintendent's Cabinet, led or played leadership role in projects on school safety planning, special education cost analysis, suspension policies, and others	2001-2009
<i>Founder & Executive Director</i> Teacher Technology Training Institute Norwalk, CT	• Created concept for teacher training institute and forged founding team • Led planning, program design and start-up of public partnership providing technology training for Norwalk Public School teachers • Secured \$60,000 in funding to provide 20 hours of training to over 200 teachers (25% of certified staff) in first two years of project	1999-2001
<i>Consultant, International Grantmaking</i> Ford Foundation New York, NY	• Evaluated grant proposals and grant portfolios for 2 program officers and Asst. Director, Division of Human Rights and International Cooperation • Supported program development and assessment	1995-2000
<i>Lecturer</i> Princeton University Princeton, NJ	• Designed and delivered all technology training for Woodrow Wilson School (WWS) Public Policy graduate programs • Worked with WWS senior faculty to integrate technology in courses • Developed 2 major management databases for WWS administration	1993-1998
<i>Director, Technical and Lending Services</i> New Jersey Community Loan Fund Trenton, NJ	• Developed and monitored loan portfolio of \$3 million for affordable housing and community facilities in low-income communities in NJ	1993-1994
<i>Tech Trainer & Curriculum Developer</i> Independent Consultant	• Designed and delivered technology training for teachers and corporate clients in NJ, NY, Delaware & Pennsylvania	1995-1998 1990-1991
<i>Program Officer</i> Swedish International Development Authority (SIDA) Managua, Nicaragua	• Formulated and implemented strategy to broaden women's role in programs supported by Swedish bi-lateral aid in Nicaragua • Planned, programmed and administered \$400,000 budget • Evaluated SIDA funded projects in Central America	1988-1990

<i>Consultant</i> Nicaraguan Farmers' Union Managua Nicaragua	Developed information systems for a national network of rural cooperative stores and trained local personnel	1986-1988
<i>Advisor to the First Vice-President</i> Central Bank of Nicaragua Managua Nicaragua	- Monitored international departments of nationalized banks - Led professional development project in NY & Canada for all Senior staff - Spearheaded introduction of PCs into banking system and projects to improve reporting systems including debt management	1982-1986
<i>International Banking Officer,</i> Manufacturers Hanover Trust New York, NY	Credit officer on Portuguese desk with \$750 million loan portfolio	1979-1982

EDUCATION

Princeton University, Woodrow Wilson School of International & Public Affairs Princeton, NJ	<i>Master in Public Affairs (MPA), International Development</i>
Harvard University, Cambridge, MA	<i>Bachelor of Arts (BA), cum laude in Latin American History and Literature</i>
Universidad de los Andes, Bogotá, Colombia	<i>One year scholarship from the Committee on Latin American Studies, Harvard University</i>

ORGANIZATIONAL AFFILIATIONS

- Member of National Home Visiting Alliance (present)
- Member of CT Early Childhood Alliance (2008 – present)
- Member of Governor's Early Childhood Cabinet Executive Committee (2008-2009)
- Founding Member of Norwalk ACTS (Collective Impact initiative in Norwalk, CT) (2005- 2009)
- Founding Board Member, Norwalk Children's Foundation (2005 – 2012)
- Board Member, Creative Connections, Norwalk, CT (2007-2009)
- Advisory Board, Norwalk Sister City (partnership with Nagarote, Nicaragua) (2000- present)

AGENDA

MARCH 8, 2018

CLAIMS COMMITTEE MEETINGREFUNDS PROCESSED CLAIMS COMMITTEE COMMITTEEAPPROVED BY TAX COLLECTORREPORTED TO CLAIMSPAY TO:BILL No & AMOUNT TO REFUNDREASON

CENATIEMPO STEPHEN JR

16-MV-311619 (\$43.04)

PRORATION

COLLIGAN, MARC

15-MV-312646 (\$110.80)

ABATEMENT

DAIMLER TRUST

16-MV-315445 (\$448.22)

PRORATION

DIFEDERICO, QUINTINO

16-MV-317739 (\$106.86)

PRORATION

ETTINGER, LEEANN

16-MV-320834 (\$175.16)

PRORATION

EWING, ANNE LORRAINE

16-MV-320948 (\$26.26)

PRORATION

HERNANDEZ, MARIO

15-MV-328506 (\$18.08)

PRORATION & ABATEMENT

16-MV-329655 (\$51.88)

PRORATION & ABATEMENT

HONDA LEASE TRUST

16-MV-406448 (\$191.47)

PRORATIONS

16-MV-406505 (\$457.65)

PRORATIONS

HONDA LEASE TRUST

16-MV- SEE BACK UP

PRORATIONS

JORDANIDES, THEOPHILOS

16-MV-407235 (\$25.99)

OVERPAYMENT-PAYMNET XFER

LAWLOR, DONALD J

15-MV-336916 (\$69.23)

PRORATION

LOPEZ, CARLOS A

16-MV-339789 (\$60.59)

PRORATION

LOPEZ HERNANDEZ, ANA

15-MV-339841 (\$21.44)

OVERPAYMENT/PAID WRONG ACCT

MAMMADOV, ROVSHAN

16-MV-408701 (\$26.67)

PRORATION

MORISON, ALICE B

16-MV-346094 (\$300.68)

PRORATION

MUTTI, GLENN W

16-MV-346826 (\$37.50)

PRORATION

NISSAN INFINITI LT

16-MV-347927 (\$314.99)

PRORATION

NISSAN INFINITI LT

15/16-MV- SEE BACK UP

PRORATIONS & ABATEMENTS

PETRINI, JERRY EDWARD

(\$1,868.39)

PRORATIONS

16-MV-352411 (\$52.14)

PRORATIONS

QUESADA, NURIA

16-MV-352408 (\$121.71)

PRORATIONS

SALAZARDELOPEZ, MILAGROS R

16-MV-353994 (\$30.80)

PRORATION

16-MV-358084 (\$34.42)

PRORATION

111. A

AGENDA

MARCH 8, 2018

CLAIMS COMMITTEE MEETING

REFUNDS PROCESSED CLAIMS COMMITTEE COMMITTEE

APPROVED BY TAX COLLECTOR REPORTED TO CLAIMS

PAY TO:

BILL No & AMOUNT TO REFUND

REASON

SALDANA-GUZMAN, GERMAN

16-MV-358100 (\$41.10)

PRORATION

SANCHEZ, HONORIO

16-MV-358442 (\$108.94)

ABATEMENT

THARAKAN, CHERIAN ABRAHAM

16-MV-364393 (\$100.52)

PRORATION

WOOLFORD, MELISSA LYNCH

16-MV-415027 (\$130.68)

PRORATION

LOS PORTALES-SOUTH MAIN-

16-PP-201257 (\$962.47)

PAID TWICE THRU LB & E.CK

WOOD, DEBORAH J

RE: PINE POINT RD

6-1A-1-194

15-RE-129117 (\$645.59)

OVERPAYMENT

EVERHOME BANK

RE-290 CHESTNUT HILL RD

5-31-63-0

16-RE-107190 (\$4,627.44)

OVERPAYMENT

AGENDA

MARCH 8, 2018

CLAIMS COMMITTEE MEETING

SPECIAL REQUEST

NORWALK REAL ESTATE ASSOCIATES LLC
RE: 8 UNION AVE
1-77-25-0

16-RE-110699 (\$29,991.73)

PROPERTY SOLD-PAID IN ERROR

ETHAN ALLEN RETAIL INC (\$33,101.04)
RE: 512 MAIN AVE
5-22C-41-0

16-RE-108482 (\$21,732.51)

OVERPAYMENT

RE: 516 MAIN AVE
5-22C-68-0

16-RE-108483 (\$11,368.53)

OVERPAYMENT

HONDA LEASE

BILL #	PLATE #	VIN#	AMOUNT
16-330520	944YMF	2HKRM4H39EH616890	\$ 236.98
16-330626	8AMXB6	2HKRM4H34EH707159	\$ 29.49
16-330646	7ATSF8	19XFB2F91FE244617	\$ 127.89
16-330716	8APFP2	2HGFB2F85EH555043	\$ 102.25
16-330846	0AGWH9	19UUA9F58EA001020	\$ 95.44
16-331255	395ZBL	1HGCR2F30EA127124	\$ 26.58
16-331263	3AFLN6	19XFB2F5XDE282986	\$ 161.31
16-331265	1AHHX9	JHMZE2H77DS001838	\$ 178.30
16-406410	459YXO	5J8TB4H52HL007624	\$ 252.64

TOTAL \$1,210.88

NISSAN INFINITI LT

BILL #	PLATE #	VIN#	AMOUNT
15-346166	61CU62	1N6AD0FV5BC426440	\$ 309.22
15-346638	0AEHR6	JN8AZ1MW8DW30434	\$ 261.53
15-346849	7AEEX7	5N1AT2MV7EC750588	\$ 202.35
16-348462	7AEEX7	5N1AT2MV7EC750588	\$ 366.60
15-346917	953ZGU	1N6AD0FV6CC461988	\$ 371.66
15-347027	333ZMY	3N1AB7AP5DL610720	\$ 126.23
16-800429	2AETT3	JN1BV7AR8EM686954	\$ 230.80

TOTAL \$1,868.39

**TAX COLLECTOR'S REPORT
FEBRUARY 2018**

FISCAL YEAR 2017-2018 (2016 GRAND LIST)	ADJ. TAX COLLECTIONS			COLLECTION %	CORRECTED LEVY*	CHANGE IN LEVY	COLLECTION %
	ORIGINAL LEVY	JUN 17 - FEB 18					
AUTOMOBILE-REGULAR	\$18,742,512.33	\$17,051,375.61		90.98%	\$18,457,351.39	(\$285,160.94)	92.38%
AUTOMOBILE-SUPPLEMENTAL	\$3,260,045.73	\$2,607,753.46		79.99%	\$3,239,626.09	(\$20,419.64)	80.50%
PERSONAL PROPERTY	\$20,774,746.28	\$20,216,868.84		97.31%	\$21,004,357.94	\$229,611.66	96.25%
REAL ESTATE	\$269,517,650.26	\$265,247,232.96		98.42%	\$268,741,041.54	(\$776,608.72)	98.70%
TOTAL TAX	\$312,294,954.60	\$305,123,230.87		97.70%	\$311,442,376.96	(\$852,577.64)	97.97%
SEWER USE	\$15,371,652.00	\$15,138,244.62		98.48%	\$15,501,826.00	\$130,174.00	97.65%
IPP FEE	\$204,250.00	\$184,522.25		90.34%	\$214,750.00	\$10,500.00	85.92%
FISCAL YEAR 2016-2017 (2015 GRAND LIST)	ORIGINAL LEVY	JUN 16 - FEB 17					
AUTOMOBILE-REGULAR	\$17,749,640.53	\$16,224,872.19		91.41%	\$17,621,703.77	(\$127,936.76)	92.07%
AUTOMOBILE-SUPPLEMENTAL	\$3,315,742.19	\$2,591,988.32		78.17%	\$3,255,679.53	(\$60,062.66)	79.61%
PERSONAL PROPERTY	\$19,959,243.96	\$19,449,413.02		97.45%	\$19,974,635.04	\$15,391.08	97.37%
REAL ESTATE	\$265,387,336.38	\$260,204,301.98		98.05%	\$264,860,484.10	(\$526,852.28)	98.24%
TOTAL TAX	\$306,411,953.06	\$298,470,575.51		97.41%	\$305,712,502.44	(\$699,460.62)	97.63%
SEWER USE	\$15,359,855.00	\$14,969,376.14		97.46%	\$15,348,596.63	(\$11,258.37)	97.53%
IPP FEE	\$212,250.00	\$189,419.07		89.24%	\$212,000.00	(\$250.00)	89.35%
TAX DIFFERENCE 2016 G.L. vs. 2015 G.L. INCREASE/(DECREASE)	\$5,882,991.54	\$6,652,655.36		0.30%	\$5,729,874.52	(\$153,117.02)	0.34%
SEWER DIFFERENCE 2016 G.L. vs. 2015 G.L. INCREASE/(DECREASE)	\$11,797.00	\$168,868.48		1.02%	\$153,229.37	\$141,432.37	0.13%
IPP DIFFERENCE 2016 G.L. vs. 2015 G.L. INCREASE/(DECREASE)	(\$8,000.00)	(\$4,896.82)		1.10%	\$2,750.00	\$10,750.00	-3.42%
BACK TAXES COLLECTED	FISCAL YR 2017-2018 (JUL 17 - FEB 18)	FISCAL YR 2016-2017 (JUL 16 - FEB 17)	CUR YR vs. PRIOR YR INC/(DEC)				
PRIOR TAXES	\$1,744,528.92	\$2,132,504.75	(\$387,975.83)				
PRIOR SEWER USE FEE	\$2,205.88	\$64,323.33	(\$62,117.45)				
PRIOR IPP FEE	\$7,903.86	\$15,922.40	(\$8,018.54)				
TOTAL PRIOR TAX, SEWER & IPP	\$1,754,638.66	\$2,212,750.48	(\$458,111.82)				
CURRENT INTEREST	\$449,624.61	\$485,130.09	(\$35,505.48)				
PRIOR INTEREST	\$534,102.32	\$647,291.44	(\$113,189.12)				
SEWER USE FEE INTEREST	\$52,592.84	\$50,107.02	\$2,485.82				
IPP FEE INTEREST	\$4,457.52	\$7,098.72	(\$2,641.20)				
TOTAL INTEREST COLLECTED	\$1,040,777.29	\$1,189,627.27	(\$148,849.98)				
PRIOR LIEN FEE	\$10,161.06	\$19,272.64	(\$9,111.58)				
CURRENT LIEN FEE	\$0.00	\$0.00	\$0.00				
TOTAL LIEN FEE COLLECTED	\$10,161.06	\$19,272.64	(\$9,111.58)				
MISC FEES COLLECTED**	\$105,181.32	\$163,923.53	(\$58,742.21)				
TOTAL PRIOR TAX, ALL INTEREST & ALL FEES	\$2,910,758.33	\$3,585,573.92	(\$674,815.59)				

* CORRECTED LEVY INCLUDING CERTIFICATES OF CORRECTION

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



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

To: Mayor Harry Rilling; Board of Estimate and Taxation; Finance & Claims Committee
From: Lisa Biagiarelli, Tax Collector
Date: March 5, 2018
Re: Narrative for February, 2018 Tax Collector's Report

As of the end of February, 2018, eight months into the current fiscal year, we collected in excess of \$305 million, or **97.97%** of our \$311+ million adjusted tax levy. In addition, as of the end of February, 2018, we collected in excess of \$15 million of our sewer use levy, or **97.65%**. We also collected 85.92% of the year's IPP (Industrial Pretreatment Program) fee on behalf of the Water Pollution Control Authority. Compared with the prior fiscal year, we are slightly ahead with regard to current taxes (.34%) and current sewer use (.13%) collections. Also, through the month of February, 2018, we showed a net collection of more than \$2.9 million in back taxes, interest, lien fees and other fees. This amount is still significantly less than we collected last fiscal year at this time. Please note in all cases where we are reporting collections, these figures are net of refunds and credits that had to be given due to court cases where taxpayers successfully appealed their assessment and were due money back. Our current collection includes a higher than usual number of overpayments, in some cases intentional, that were made in December 2017 and January 2018. As a result, our current collection percentages are overstated, because some of what we show as currently collectible revenue will have to be refunded within the next several months. Many of the refunds due to taxpayers have already been processed, and these collection figures are net of those that have already been returned.

There is a standard procedure we use for tax refunds and while it may seem cumbersome to taxpayers it is necessary in order to ensure that prior to our giving back a payment that is deemed either erroneous or in excess of the amount due, we identify who made the payment or payments, and who is entitled to receive it back. Not all overpayments are as straightforward as one might imagine. There are frequently situations involving multiple parties such as property owners, their escrow agent (or agents), attorneys, and other payors. Some situations involve mortgages being sold and escrow agents changing; sometimes a payment is made toward the wrong property; sometimes properties change ownership, and payments are made in error or in duplicate. In each case we must ensure that the payment we are giving back was in fact made by the person or entity that claims to have made it; and that it is going back for the right reason to the right party. Tax refunds have been a problematic area for some taxing entities because of fraud, and for this reason we require substantial backup documentation from the requestor; we require original signatures, and we save backup material to be examined by our external auditors. We also provide lists of refunds given to the Finance and Claims Committee of the Common Council every month in order to allow the Council to exercise an oversight function relative to this disbursement of public funds, and refunds in excess of \$10,000 must be voted on by the Committee and approved by the Council. This is in accordance with state law and the city charter, and is meant to provide oversight and a level of checks and balances.

As in prior years, the conclusion of the month of February is when we are in a position to more accurately assess where we stand relative to the current tax collection. Because many payments were made at the end of the cycle and not posted until the first week of February, those payments did not appear in the collection figures until this month's report. In the coming weeks we will determine how close we are to meeting budgeted collection goals,

identify any problems (such as how much of that collection is actually overpayments that need to be returned to taxpayers), and reassess and refine the criteria for the July 2018 tax sale.

We sent delinquent notices, called 'demand' notices, at the end of February to taxpayers whose accounts are unpaid. Taxpayers will have until March 15, 2018 to pay outstanding balances due in order to avoid placement of a lien continuing certificate on the land records. Liens are filed to secure payment of past due real estate taxes and / or sewer use charges. We are presently dealing with the customer service issues created by sending these demands.

With regard to delinquent enforcement, in addition to issuing demand notices, we have been working with the Department of Health to check for back taxes prior to health permit renewal, as several categories of health permits renewed in January. Establishments that owe back taxes for more than one year are not allowed to renew their health permit without paying their back taxes. We are very grateful to the sanitarians for working with us on these accounts.

With regard to the July 2018 tax sale: an initial set of letters was sent in November 2017 to owners of 144 properties, owing a total of just under \$2.5 million, that fell within the criteria we plan to use. This warning letter served as advance notice to taxpayers whose properties are being affected. Subsequently, in February 2018, we sent letters to 29 more properties that fell within the criteria after missing their January 2018 payment at the conclusion of the second installment tax cycle. In February 2018, after the conclusion of the second installment period we also sent letters to 20 additional properties that were 'borderline,' or close to the criteria, in case we had to adjust it. That brought the total number of properties potentially involved in the tax sale to 193, and raised the dollar amount we were seeking to about \$3.9 million.

As of March 5, we have already collected in excess of \$1 million toward that \$3.9 million goal - \$1,036,793. 19 accounts have paid in full. We are still working on the tax sale calendar. The sale will be held Monday, July 23, 2018. Title searches are still being assigned but most have already been completed and returned to us. We intend to file lien continuing certificates for properties still owing past due taxes on the 2016 grand list by March 16. We will begin driving around Norwalk to photograph the properties soon, before the spring foliage fills out. We expect the notices of sale will be filed on the land records in early May.

Maintaining a high current collection rate by efficiently enforcing collection of past due taxes allows our budget making authorities to set lower mill rates, because there can be less of an 'allowance' for anticipated uncollectibles in the coming fiscal year. When taxpayers fail to pay on time, the city is nonetheless committed to spending to bring to fruition all of the programs planned for that fiscal year. Because not everybody will pay on time, mill rates are set slightly higher, to allow for 'uncollected taxes'. However, if we keep the current tax collection rate high, that 'uncollectible' amount can be less. This is tax relief for every single taxpayer, and arguably the best form of tax relief, because it affects everybody.

We have been grateful for the past support of elected and appointed policymakers when questioned about the policy reasons for delinquent enforcement mechanisms, such as the tax sale. We could not maintain the high collection rates that we do without the consistent use of these methods. In the months to come, I will be available to answer any and all questions you may have about the process, but we will need the support of all stakeholders in order for our efforts to succeed.

CITY OF NORWALK RECREATION & PARKS DEPARTMENT
FACILITIES RENTAL APPLICATION FORM

VII.B

PLEASE PRINT

ORGANIZATION NAME: NINETY 9 BOTTLES

PERSONAL/FAMILY
ASSOCIATION/CLUB
COMPANY/BUSINESS

NAME OF CORPORATE OFFICER AUTHORIZED
TO EXECUTE THE LICENSE AGREEMENT:

SOUP SOLENG

TITLE: MEMBER LLC

YOUR NAME: JILL DUNN

TITLE: Event planner

ADDRESS: 209 LIBERTY SQ

E-MAIL ADDRESS: JILLSDUNN@YAHOO.COM

CITY: NORWALK

STATE: CT

ZIP CODE: 06855

HOME PHONE: —

BUSINESS PHONE: 203 899 9937

CELL: 203 246 8251

FACILITY & EVENT INFORMATION

FACILITY REQUESTED: OYSTER SHELL PARK # OF PARTICIPANTS: 1200

EVENT: NINETY 9 BOTTLES CRAFT BEER FESTIVAL DATE REQUESTED: 6-2-18

SET UP TIME: 9am STARTING TIME: 2PM ENDTIME: 5PM RAIN DATE: _____
(RAIN DATE NOT APPLICABLE WITH PAVILION OR MANSION)

ARE YOU REQUESTING THE USE OF ALCOHOLIC BEVERAGES AND/OR BEER KEGS? YES ☒ NO _____
ARE YOU SERVING FOOD: YES ☒ NO _____ (FOOD TRUCKS)

ARE YOU REQUESTING A TENT? YES _____ NO ☒ *ANY TENT (STRUCTURE) 10 x 10 FEET OR LARGER INCLUDING, BUT NOT LIMITED TO; ELECTRICAL LIGHTING EQUIPMENT, REQUIRES A SEPARATE PERMIT FROM THE CODE ENFORCEMENT DEPARTMENT

WATER DUNKING MACHINES MUST RECEIVE APPROVAL FROM DIRECTOR OF RECREATION & PARKS. IF APPROVED SEPARATE INSURANCE MUST BE PURCHASED AND PRESENTED. **BOUNCE HOUSES AND DRONES ARE NOT ALLOWED ON ANY CITY PROPERTY, INCLUDING SCHOOL GROUNDS AND PARKS. VIOLATION OF THIS RULE MAY JEOPARDIZE FUTURE EVENTS IN THE CITY**

ARE YOU REQUESTING TO USE DISPLAY ADVERTISING AT YOUR EVENT? YES
ARE YOU REQUESTING TO SOLICIT CONTRIBUTIONS AT YOUR EVENT? YES
ARE YOU REQUESTING TO SELL FOOD, BEVERAGES, GOODS OR WARES? YES

NO
NO
NO

PLEASE NOTE: NO GLASS OR BOTTLES ALLOWED ON CITY PARK PROPERTY; OPEN PIT FIRES ARE PROHIBITED DEPOSIT/FEE'S ARE NON REFUNDABLE OR TRANSFERABLE; CERTIFICATE OF INSURANCE IS REQUIRED FOR ALL EVENTS

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 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

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: _____ OFFICE USE ONLY

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

3/11/18

DIRECTOR'S SIGNATURE: _____ DATE: _____
(Signature required)

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

PLEASE PRINT

PERSONAL/FAMILY
ASSOCIATION/CLUB
COMPANY/BUSINESS

ORGANIZATION NAME: William Raveis Charitable Fund

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

TITLE: Managing Director

YOUR NAME: TAMQA SIMPSON

TITLE: Event Manager

ADDRESS: 127 W. 26th St, #402,

E-MAIL ADDRESS: Tsimpson@globalimpactpro.com

CITY: New York

STATE: NY ZIP CODE: 10001

HOME PHONE: _____

BUSINESS PHONE: (212) 989-1111 CELL: (914) 672-4233

FACILITY & EVENT INFORMATION

FACILITY REQUESTED: Calf Pasture Beach

OF PARTICIPANTS: 500

EVENT: William Raveis Ride and Walk
9/29-30/17

DATE REQUESTED: 9/30/2018

SET UP TIME: 10A-5AM

STARTING TIME: 7:00 AM

END TIME: 3:00 PM

RAIN DATE: N/A

(RAIN DATE NOT APPLICABLE WITH PAVILION OR MANSION)

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

ARE YOU SERVING FOOD? YES X NO _____

ARE YOU REQUESTING A TENT? YES X NO _____ *ANY TENT (STRUCTURE) 10 x 10 FEET OR LARGER INCLUDING, BUT NOT LIMITED TO: ELECTRICAL LIGHTING EQUIPMENT, REQUIRES A SEPARATE PERMIT FROM THE CODE ENFORCEMENT DEPARTMENT

WATER DUNKING MACHINES 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 X

YES

NO

ARE YOU REQUESTING TO SOLICIT CONTRIBUTIONS AT YOUR EVENT? YES _____ NO X

YES

NO

ARE YOU REQUESTING TO SELL FOOD, BEVERAGES, GOODS OR WARES? YES _____ NO X

YES

NO

PLEASE NOTE: NO GLASS OR BOTTLES ALLOWED ON CITY PARK PROPERTY. OPEN PIT FIRES ARE PROHIBITED. DEPOSIT/FEES ARE NON-REFUNDABLE OR TRANSFERABLE. CERTIFICATE OF INSURANCE IS REQUIRED FOR ALL EVENTS

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

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

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

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

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: Tamqa Simpson

DATE: 2/14/18

OFFICE USE ONLY

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

COMMON COUNCIL APPROVAL: YES _____ NO _____ N/A _____

YES

NO

N/A

DATE: _____

DIRECTOR'S SIGNATURE: _____

DATE: _____

(Signature required)

{00022405.DOCX 1}

RECREATION AND PARKS SHOWMOBILE RENTAL APPLICATION FORM

APPLICATION

NAME OF ORGANIZATION: William Raveis Ride + Walk
REPRESENTATIVE NAME: Tamoya Simpson
ADDRESS: Global Impact 127 W-26th St Suite # 402
EMAIL: tsimpson@globalimpactpro.com
CITY: New York NY 10001
BUSINESS PHONE: 212-989-1111 REPRESENTATIVE PHONE: 914-672-4233
RENTAL DATES: Sept. 29-30 TIME: 7:00 - 3:00pm
LOCATION OF RENTAL: Calf Pasture Beach
PURPOSE OF RENTAL: Wm. Raveis event - music/announcer
INSURANCE COVERAGE: _____
FEE: \$600 DEPOSIT: _____ BOND: _____
APPLICANT SIGNATURE: _____ DATE: _____
APPROVED BY: _____ DATE: _____
COMMITTEE APPROVAL: _____ DATE: _____

POLICY

A. USE OF SHOWMOBILE

1. The Director of Recreation and Parks will allocate the use of the Showmobile to Norwalk based non-profit organizations subject to availability. The Recreation and Parks Committee and the Norwalk Common Council will decide which non-Norwalk organizations and for profit organizations are allowed to rent the Showmobile
2. Organizations using the Showmobile will not be allowed to mask any logo or any other portion on or in the Showmobile, nor can tap of any kind be used on any of its surfaces
3. Only authorized Personnel of the Recreation and Parks Department will be allowed to move and operate the Showmobile. Personnel must be hired to deliver, set up, close up and return it to the Norwalk Parks Department

B. RENTAL FEES: DEPOSITS AND BONDS

1. The Director shall establish all rental fees based on all Department costs of providing the Showmobile to the renting organization. The minimum fee for the use of the Showmobile is \$400.00 for Norwalk based non-profit organizations and \$600.00 for all other organizations. The Norwalk Exchange Club is exempt from the rental fee
2. A deposit of \$100.00 must accompany all applications. The deposit will only be refunded if the application is denied. In all cases where applications are approved the deposit will be used toward the final rental fee. All rental fees and operating costs exceeding the deposit must be paid in full 45 days prior to the organizations rental date
3. The Director may require a bond of up to \$1,000.00 on any rental, as well as specified insurance coverage
4. All organizations must name the City of Norwalk as additionally insured on a standard \$1,000,000.00 liability policy
5. All organizations must pay the operating costs for transportation, set up and removal of the Showmobile (NO EXCEPTIONS)

CITY OF NORWALK RECREATION & PARKS DEPARTMENT
FACILITIES RENTAL APPLICATION FORM

PERSONAL/FAMILY
ASSOCIATION/CLUB
COMPANY/BUSINESS

ORGANIZATION NAME: Team Mossman Events
NAME OF CORPORATE OFFICER AUTHORIZED TO EXECUTE THE LICENSE AGREEMENT: Clayton Tebbetts TITLE: Race Director
NAME: Clayton Tebbetts TITLE: Race Director
ADDRESS: 109 Sanford St. # G E-MAIL ADDRESS: ironmanert@aol.com
CITY: Hamden STATE: CT ZIP CODE: 06514
HOME PHONE: Same BUSINESS PHONE: Same CELL: 203 530 3050

FACILITY & EVENT INFORMATION

FACILITY REQUESTED: Calf Pasture Beach # OF PARTICIPANTS: 400
EVENT: Mossman Sprint Triathlon DATE REQUESTED: _____

SET UP TIME: 10A/5A STARTING TIME: 6:30A END TIME: 11am RAIN DATE: 0
4/18/17 4/19 4/20 (RAIN DATE NOT APPLICABLE WITH PAVILION OR MANSION)

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

ARE YOU SERVING FOOD? YES ☒ NO _____
ARE YOU REQUESTING A TENT? YES _____ NO ☒ *ANY TENT (STRUCTURE) 10 x 10 FEET OR LARGER INCLUDING, BUT NOT LIMITED TO; ELECTRICAL LIGHTING EQUIPMENT, REQUIRES A SEPARATE PERMIT FROM THE CODE ENFORCEMENT DEPARTMENT

WATER DUNKING MACHINES 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 ☐

PLEASE NOTE: NO GLASS OR BOTTLES ALLOWED ON CITY PARK PROPERTY; OPEN PIT FIRES ARE PROHIBITED DEPOSIT/FEES ARE NON REFUNDABLE OR TRANSFERABLE; CERTIFICATE OF INSURANCE IS REQUIRED FOR ALL EVENTS

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

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

If yes, name of person(s) Calf Pasture Lifeguards 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: _____ OFFICE USE ONLY

RECREATION & PARK COMMITTEE APPROVAL: YES _____ NO _____ N/A _____ DATE: 3/14/18
COMMON COUNCIL APPROVAL: YES _____ NO _____ N/A _____ DATE: _____

DIRECTOR'S SIGNATURE: _____ DATE: _____
(Signature required)

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

PLEASE PRINT

ORGANIZATION NAME: NORWALK LACROSSE ASSOC., INC.

PERSONAL/FAMILY
COMPANY/BUSINESS 501.C3 in process
NON-PROFIT (501C3) Yes 2 No

NAME OF BENEFICIARY _____

NAME OF CORPORATE OFFICER AUTHORIZED
TO EXECUTE THE LICENSE AGREEMENT:

Johnson Couch, Jr. TITLE: President

YOUR NAME:

(Same)

TITLE: (Same)

ADDRESS: 6 Rowan St. #4

E-MAIL ADDRESS: laxdad2118@gmail.com

CITY: Norwalk

STATE: CT

ZIP CODE: 06855

HOME PHONE: 203-838-0232 BUSINESS PHONE: 203-838-0232 CELL: 203-952-4661

FACILITY & EVENT INFORMATION

FACILITY REQUESTED: Veterans Park

OF PARTICIPANTS: 2000 rotating through

EVENT: Norwalk Junior Lacrosse Pound-on-the-Sound

DATE REQUESTED: June 9 & 10 each day.

SET UP TIME: 18:00 6/8 STARTING TIME: 06:00 6/9 & 10 END TIME: 19:30 6/10 RAIN DATE: _____

(RAIN DATE NOT APPLICABLE WITH PAVILION OR MANSION)

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

ARE YOU SERVING FOOD? YES X NO _____

ARE YOU REQUESTING A TENT? YES _____ NO X *ANY TENT (STRUCTURE) 10 x 10 FEET OR LARGER INCLUDING, BUT NOT LIMITED TO; ELECTRICAL LIGHTING EQUIPMENT, REQUIRES A SEPARATE PERMIT FROM THE CODE ENFORCEMENT DEPARTMENT

WATER DUNKING MACHINES 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

Under license of Clyde Ripton

PLEASE NOTE: NO GLASS OR BOTTLES ALLOWED ON CITY PARK PROPERTY; OPEN PIT FIRES ARE PROHIBITED DEPOSIT/FEES ARE NON REFUNDABLE OR TRANSFERABLE; CERTIFICATE OF INSURANCE IS REQUIRED FOR ALL EVENTS

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

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

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

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: Johnson Couch, Jr.

DATE: _____

OFFICE USE ONLY

RECREATION & PARK COMMITTEE APPROVAL: YES _____ NO _____

N/A _____

DATE TO COMMITTEE: 3/14/18

COMMON COUNCIL APPROVAL: YES _____ NO _____

N/A _____

DATE TO COMMITTEE: _____

DIRECTOR'S SIGNATURE: _____

DATE: _____

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Contact Jim Lyons
203-856-5816

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

PLEASE PRINT

ORGANIZATION NAME: Rowayton Elementary School PTA PERSONAL/FAMILY COMPANY/BUSINESS NON-PROFIT (501C3) ☒ Yes ☐ No

NAME OF BENEFICIARY: Rowayton Elementary School

NAME OF CORPORATE OFFICER AUTHORIZED TO EXECUTE THE LICENSE AGREEMENT: Aimee Ableman TITLE: Co-President, PTA

YOUR NAME: Aimee Ableman TITLE: "

ADDRESS: 35 Hunt St. E-MAIL ADDRESS: aimableman@gmail.com

CITY: Norwalk STATE: CT ZIP CODE: 06853

HOME PHONE: see cell BUSINESS PHONE: see cell CELL: 347-621-8807

FACILITY & EVENT INFORMATION

FACILITY REQUESTED: Rowayton School Field # OF PARTICIPANTS: 500

EVENT: Rowayton School Carnival DATE REQUESTED: 5-11-18 to 5-12-18

SET UP TIME: 5-9-18 p.m. STARTING TIME: Fri 5-10 pm END TIME: Set 10-5 pm RAIN DATE: to 5-11-18

(RAIN DATE NOT APPLICABLE WITH PAVILION OR MANSION)

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

ARE YOU SERVING FOOD? YES ☒ NO ☐

ARE YOU REQUESTING A TENT? ☒ YES ☐ NO *ANY TENT (STRUCTURE) 10 x 10 FEET OR LARGER INCLUDING, BUT NOT LIMITED TO; ELECTRICAL LIGHTING EQUIPMENT, REQUIRES A SEPARATE PERMIT FROM THE CODE ENFORCEMENT DEPARTMENT - yes

WATER DUNKING MACHINES 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

☒ YES ☐ NO our corporate sponsors

☒ YES ☐ NO

☒ YES ☐ NO

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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

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: Aimee Ableman DATE: 3/6/18 OFFICE USE ONLY

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

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

DIRECTOR'S SIGNATURE: _____ DATE: _____

Historical Commission
City of Norwalk
125 East Avenue
Norwalk, CT 06851

VII.C

March 2, 2018

Land Use & Building Management
Common Council, City of Norwalk
125 East Avenue
Norwalk, CT 06850

Dear Committee Members:

We have been working on a multi-phase project over the last five years to replace all of the flashing and other techniques to stop all of the roof leaks at the Lockwood Mathews Mansion. We solicited bids for the final phase of the project, phase V. The Historical Commission has recommended selecting the low bidder, Domus Constructors, LLC. Domus has completed three of the previous phases of the project to our satisfaction and we are comfortable with their bid. We hope to complete the work this Summer.

The proposed action for the Committee and subsequently the Council is:

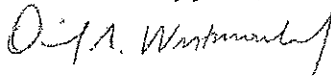
AUTHORIZE THE MAYOR TO EXECUTE A CONTRACT WITH DOMUS CONSTRUCTORS LLC, FOR ROOF REPAIRS ON THE LOCKWOOD MATHEWS MANSION IN THE AMOUNT NOT TO EXCEED \$98,880.00. ACCOUNTS 09176310 5777 C0092 and 09186310 5777 C0092.

AUTHORIZE THE HISTORICAL COMMISSION TO EXECUTE CHANGE ORDERS ON THE CONTRACT NOT TO EXCEED \$9,000.00.

As the Mansion is a National Historic Landmark, we are following the *Secretary of the Department of Interior's Guidelines for Historic Preservation* in this project.

Thank you for your consideration and support.

Sincerely yours,



David G. Westmoreland
Chairman

Attachment

February 2, 2018

NORWALK PURCHASING DEPARTMENT
RESPONSE SUMMARY - PROJECT #3801
Lockwood Mathews Mansion Museum Phase IV cont.

Thank you for your response to our Bid. The below is a summary of the responses received.

	Domus Constructors LLC	G.L. Capasso, Inc.	Young Developers LLC	Silktown Roofing, Inc
Item 1. Re-flashing Dormers	\$50,960.00	\$76,830.00	\$150,400.00	\$257,500.00
Item 2. Line Low Flat Gutters with Kemper (approx. 661'-0" linear length)	\$45,160.00	\$77,965.00	\$122,383.50	\$291,500.00
Item 3. Chimney Cap Flashing (cost per)	\$2,760.00	\$7,340.00	\$27,000.00	\$14,000.00
GRAND TOTAL COST Items 1-3	\$98,880.00	\$162,135.00	\$299,783.50	\$563,000.00
Alternate Item Re-pointing (cost per linear footage)	\$38.00	\$30.00	\$7.70	\$19.00

III. D

Chapter ____

457 – Deferred Compensation Plan

§ __-1. Authority; establishment.

Pursuant to the authority granted to said Common Council of the City of Norwalk, Connecticut in § 189 of the Norwalk City Charter and § 7-450 of the Connecticut General Statutes, there shall be created and established for such City the 457 Deferred Compensation Plan (“457 Plan”) in order to provide retirement benefits to certain employees of the City and Board of Education in accordance with the requirements of § 457 of the Internal Revenue Code of 1986, as amended.

§ __-2. Defined Contribution Plan Board.

The Norwalk City Employees’ Pension Board shall be designated as the fiduciary of the 457 Plan, and shall have all of the powers and responsibilities of the fiduciary of the 457 Plan as provided by Connecticut Uniform Prudent Investor Act, Conn. Gen. Stats. §§ 45a-541 through 45a-541l, as amended. The members of this Deferred Compensation Plan Board shall receive no compensation for their service.

§ __-3. Allocation of Deferred Compensation Plan Contributions.

- A. Separate accounting. The Deferred Compensation Board shall establish and maintain an account in the name of each participant to which the Deferred Compensation Board shall credit all deferred compensation amounts allocated to each such participant as set forth herein.
- B. The Deferred Compensation Board shall have the authority to delegate these custodial responsibilities to other parties, including but not limited to, institutional trustees, investment advisors, investment managers and third-party administrators (“qualified financial institutions”).

§ __-4. 457 Plan - Participant Accounts.

- A. Participant accounts. The Deferred Compensation Board shall create and maintain adequate records to disclose the interest of each participant, former participant, and beneficiary in such participant’s separate defined contribution plan account. Such records shall be in the form of individual accounts to which shall be credited the participant’s employee 457 Plan contributions, and the aggregate of all earnings and losses on such account.
- B. Participant directed investments. Each participant may designate, in accordance with the procedures established from time to time by the Deferred Compensation Board,

the manner in which the amounts allocated to each of his or her account shall be invested from among the investment funds made available from time to time by the Deferred Compensation Board. That portion of the interest of any participant so directing will thereupon be considered a participant's directed account. If a participant fails to make a designation, then his or her account shall be invested in the investment fund or funds designated by the Deferred Compensation Board from time to time in a uniform manner. A participant may change his or her investment designation for future contributions to be allocated to his or her account. Any such change shall be made in accordance with procedures established by the Deferred Compensation Board and the frequency of such change may be limited by such procedures. A participant may elect to convert his or her investment designation with respect to the amounts already allocated to his or her account. Any such conversion shall be made in accordance with the procedures established by the Deferred Compensation Board, and the frequency of such conversions may be limited by such procedures.

- C. All participant directed accounts shall be charged or credited with net earnings, gains, losses and expenses as well as any appreciation or depreciation in the market value using publicly listed fair market values in accordance with procedures established from time to time by the Deferred Compensation Board. The Deferred Compensation Board shall ensure proper administration of the 457 Plan.
- D. The Deferred Compensation Board shall have the authority to delegate these custodial responsibilities to qualified financial institutions.

§ __-5. Vesting.

All employees shall be 100 percent vested in his or her own contributions and any accrued interest thereon immediately.

§ __-6. Powers and Duties of Deferred Compensation Board.

- A. The Deferred Compensation Board shall be responsible for establishing, monitoring, evaluating, overseeing, revising and administering the 457 Plan in accordance with the provisions of the Connecticut Uniform Prudent Investor Act, Conn. Gen. Stats. §§ 45a-541 through 45a-541l, as amended.
- B. The Deferred Compensation Board shall perform the duties set forth in the following documents ("457 Documents"):
 - 1. (a) 457 Governmental Deferred Compensation Plan and Trust; and (b) The City of Norwalk's Policy Statement for the 457 Deferred Compensation Retirement Plan. .

§ ____-7. Indemnification of Deferred Compensation Board; Hold Harmless.

No member of the Deferred Compensation Board, nor any other person involved in the administration of the 457 Plan shall be liable to any person on account of any act or omission in good faith in performing their respective duties under the terms of the 457 Plan. To the extent permitted by law, except in matters involving a violation of his or her fiduciary duties, criminal liability and intentional or willful misconduct, the City shall indemnify and hold harmless members of the Deferred Compensation Board from any and all liability and expenses, including counsel fees, reasonably incurred in any action, suit, or proceeding to which he/she is or may be a party by reason of being or having been a member of the Deferred Compensation Board. If the City purchases insurance to cover claims of a nature described above, then there shall be no right of indemnification except to the extent of any deductible amount under the insurance coverage or to the extent of the amount the claims exceed the insured amount.

§ ____ - 8. Conflict of Interest.

If any board member has a direct or indirect business relationship with a vendor or service provider, he or she must disclose it to the board. Such a business relationship can include an ownership interest, self-employment with the vendor or service provider or employment by a board member's immediate family. That board member shall recuse himself from the decisions of the board to use that vendor or service provider and it will be noted in the minutes of the meeting. No board member shall unduly profit from his or her association with any vendor or service. At the beginning of each calendar year, any board member must disclose any such interest in writing to the Chairperson of the board.

457 Governmental Deferred Compensation Plan & Trust



- 2.16 Participant.** Any Employee who has joined the Plan pursuant to the requirements of Article IV. For purposes of section 6.11 of the Plan, the term Participant includes an employee or former Employee of the Employer who has not yet received all of the payments of benefits to which he/she is entitled under the Plan.
- 2.17 Percentage Limitation.** 100 percent of the participant's Includible Compensation available to be contributed as Deferred Compensation for the taxable year.
- 2.18 Plan Year.** The calendar year.
- 2.19 Retirement.** The first date upon which both of the following shall have occurred with respect to a participant: Severance Event and attainment of age 65.
- 2.20 Severance Event.** A severance of the Participant's employment with the Employer within the meaning of Section 457(d)(1)(A)(ii) of the Code.
- In general, a Participant shall be deemed to have experienced a Severance Event for purposes of this Plan when, in accordance with the established practices of the Employer, the employment relationship is considered to have actually terminated. In the case of a Participant who is an independent contractor of the Employer, a Severance Event shall be deemed to have occurred when the Participant's contract under which services are performed has completely expired and terminated, there is no foreseeable possibility that the Employer will renew the contract or enter into a new contract for the Participant's services, and it is not anticipated that the Participant will become an Employee of the Employer, or such other events as may be permitted under the Code.
- 2.21 Trust.** The Trust created under Article VI of the Plan which shall consist of all compensation deferred under the Plan, plus any income and gains thereon, less any losses, expenses and distributions to Participants and Beneficiaries.

Article III. Administration

- 3.1 Duties of the Employer.** The Employer shall have the authority to make all discretionary decisions affecting the rights or benefits of Participants which may be required in the administration of this Plan. The Employer's decisions shall be afforded the maximum deference permitted by applicable law. *The Deferred Compensation Board as defined in Norwalk's City Code shall be designated a fiduciary of the Plan. The Deferred Compensation Board shall be responsible for establishing, monitoring, evaluating, overseeing, revising and administering the Plan. The Deferred Compensation Board shall monitor, evaluate, oversee, revise and administer the Plan in compliance with the Connecticut Uniform Prudent Investor Act, Conn. Gen. Stats. §§ 45a-541 through 45a-551, as amended.*
- 3.2 Duties of Administrator.** The Administrator, as agent for the Employer, shall perform nondiscretionary administrative functions in connection with the Plan, including the maintenance of Participants' Accounts, the provision of periodic reports of the status of each Account, and the disbursement of benefits on behalf of the Employer in accordance with the provisions of this Plan.

Article IV. Participation in the Plan

- 4.1 Initial Participation.** An Employee may become a Participant by entering into a Joinder Agreement prior to the beginning of the calendar month in which the Joinder Agreement is to become effective to defer compensation not yet earned, or such other date as may be permitted under the Code. A new employee may defer compensation in the calendar month during which he or she first becomes an employee if a Joinder Agreement is entered into on or before the first day on which the employee performs services for the Employer.
- 4.2 Amendment of Joinder Agreement.** A Participant may amend an executed Joinder Agreement to change the amount of Includible Compensation not yet earned which is to be deferred (including the reduction of such future deferrals to zero). Such amendment shall become effective as of the beginning of the calendar month commencing

include: any distribution that is one of a series of substantially equal periodic payments (not less frequently than annually) made for the life (or life expectancy) of the distributee or the joint lives (or joint life expectancies) of the distributee and the distributee's designated beneficiary, or for a specified period of ten years or more; any distribution to the extent such distribution is required under Sections 401(a)(9) and 457(d)(2) of the Code; and any distribution made as a result of an unforeseeable emergency of the employee. For purposes of distributions from other eligible retirement plans rolled over into this Plan, the term eligible rollover distribution shall not include the portion of any distribution that is not includible in gross income (determined without regard to the exclusion for net unrealized appreciation with respect to employer securities), such as after-tax contributions.

- (2) **Eligible Retirement Plan:** An eligible retirement plan is an individual retirement account described in Section 408(a) of the Code, an individual retirement annuity described in Section 408(b) of the Code, an annuity plan described in Sections 403(a) or 403(b) of the Code, a qualified trust described in Section 401(a) of the Code, or an eligible deferred compensation plan described in Section 457(b) of the Code which is maintained by an eligible governmental employer described in Section 457(e)(1)(A) of the Code, that accepts the distributee's eligible rollover distribution.
- (3) **Distributee:** A distributee includes an employee or former employee. In addition, the employee's or former employee's surviving spouse and the employee's or former employee's spouse or former spouse who is the alternate payee under a qualified domestic relations order, as defined in Section 414(p) of the Code, are distributees with regard to the interest of the spouse or former spouse.
- (4) **Direct Rollover:** A direct rollover is a payment by the plan to the eligible retirement plan specified by the distributee.

6.12 Trustee-to-Trustee Transfers to Purchase Permissive Service Credit. All or a portion of a Participant's Account may be transferred directly to the trustee of a defined benefit governmental plan (as defined in Section 414(d) of the Code) if such transfer is (a) for the purchase of permissive service credit (as defined in Section 415(n)(3)(A) of the Code) under such plan, or (b) a repayment to which Section 415 of the Code does not apply by reason of subsection (k)(3) thereof, within the meaning of Section 457(e)(17) of the Code.

6.13 Treatment of Distributions of Amounts Previously Rolled Over From 401(a) and 403(b) Plans and IRAs. For purposes of Section 72(t) of the Code, a distribution from this Plan shall be treated as a distribution from a qualified retirement plan described in Section 4974(c)(1) of the Code to the extent that such distribution is attributable to an amount transferred to an eligible deferred compensation plan from a qualified retirement plan (as defined in Section 4974(c) of the Code).

6.14 Employer Liability. In no event shall the Employer's liability to pay benefits to a Participant under this Plan exceed the value of the amounts credited to the Participant's Account; neither the Employer nor the Administrator shall be liable for losses arising from depreciation or shrinkage in the value of any investments acquired under this Plan. **No member of the Deferred Compensation Board, nor any other person involved in the administration of the Plan shall be liable to any person on account of any act or omission in good faith in performing their respective duties under the terms of the Plan. To the extent permitted by law, except in matters involving a violation of his or her fiduciary duty, criminal liability, intentional or willful misconduct, the City of Norwalk shall indemnify and hold harmless the Deferred Compensation Board from any and all liability and expenses, including counsel fees, reasonably incurred in any action, suit, or proceeding to which he/she is or may be a party by reason of being or having been a member, delegate or appointee of the Deferred Compensation Board. If the City purchases insurance to cover claims of a nature described above, then there shall be no right of indemnification except to the extent of any deductible amount under the insurance coverage or to the extent if the amount the claims exceed the insured amount.**

Chapter ____

401(a) - Defined Contribution Plan

§ ____-1. Authority; establishment.

Pursuant to the authority granted to said Common Council of the City of Norwalk, Connecticut in § 189 of the Norwalk City Charter and § 7-450 of the Connecticut General Statutes, there shall be created and established for such City the 401(a) Money Purchase Plan ("401(a) Plan") in order to provide retirement benefits to certain employees of the City and Board of Education in accordance with the requirements of § 401(a) of the Internal Revenue Code of 1986, as amended.

§ ____-2. Defined Contribution Board.

The Norwalk City Employees' Pension Board shall be designated as the fiduciary of the 401(a) Plan, and shall have all of the powers and responsibilities of the fiduciary of the 401(a) Plan as provided by Connecticut Uniform Prudent Investor Act, Conn. Gen. Stats. §§ 45a-541 through 45a-541l, as amended. The members of this Defined Contribution Board shall receive no compensation for their service.

§ ____-3. Allocation of Defined Contributions.

- A. Separate accounting. The Defined Contribution Board shall establish and maintain an account in the name of each participant to which the Defined Contribution Board shall credit all defined contribution amounts allocated to each such participant as set forth herein.
- B. Allocation of contributions. The City shall provide the Defined Contribution Board with all information required by it to make a proper allocation of the City's defined contribution plan contribution for each plan year. Within a reasonable period of time after the date of receipt by the Defined Contribution Board of such information, the Defined Contribution Board shall allocate any City 401(a) plan contributions proportionately among the participants of the 401(a) Plan as provided herein.
- C. The Defined Contribution Board shall have the authority to delegate these custodial responsibilities to other parties, including but not limited to, institutional trustees, investment advisors, investment managers and third-party administrators ("qualified financial institutions").

§ ____-4. Defined Contribution - Participant Accounts.

- A. Participant accounts. The Defined Contribution Board shall create and maintain

adequate records to disclose the interest of each participant, former participant, and beneficiary in such participant's separate 401(a) Plan account. Such records shall be in the form of individual accounts to which shall be credited the participant's employee 401(a) Plan contributions, the City 401(a) Plan contributions allocable to the participant as provided herein, and the aggregate of all earnings and losses on such account.

- B. Participant directed investments. Each participant may designate, in accordance with the procedures established from time to time by the Defined Contribution Board, the manner in which the amounts allocated to each of his or her account shall be invested from among the investment funds made available from time to time by the Defined Contribution Board. That portion of the interest of any participant so directing will thereupon be considered a participant's directed account. If a participant fails to make a designation, then his or her account shall be invested in the investment fund or funds designated by the Defined Contribution Board from time to time in a uniform manner. A participant may change his or her investment designation for future contributions to be allocated to his or her account. Any such change shall be made in accordance with procedures established by the Defined Contribution Board and the frequency of such change may be limited by such procedures. A participant may elect to convert his or her investment designation with respect to the amounts already allocated to his or her account. Any such conversion shall be made in accordance with the procedures established by the Defined Contribution Board, and the frequency of such conversions may be limited by such procedures.
- C. All participant directed accounts shall be charged or credited with net earnings, gains, losses and expenses as well as any appreciation or depreciation in the market value using publicly listed fair market values in accordance with procedures established from time to time by the Defined Contribution Board. The Defined Contribution Board shall ensure proper administration of the 401(a) Plan.
- D. The Defined Contribution Board shall have the authority to delegate these custodial responsibilities to qualified financial institutions.

§ __-5. Vesting.

All employees shall be 100 percent vested in the City's accounts after five (5) continuous years of service with the City. The employee is vested in his or her own contributions and any accrued interest thereon immediately. The vesting schedule is only for the purposes of ownership in the City's contributions and the accrued interest thereon. This term is subject to modification through collective bargaining between the City and unions.

§ __-6. Contributions.

The City currently contributes to each employee's account an amount of five (5.0) percent of the employee's base pay. The employee currently contributes an amount of five (5.0) percent of his or her base pay. This term is subject to modification through collective bargaining between the City and unions.

§ ____-7. Powers and Duties of Defined Contribution Board.

- A. The Defined Contribution Board shall be responsible for establishing, monitoring, evaluating, overseeing, revising and administering the 401(a) Plan in accordance with the provisions of the Connecticut Uniform Prudent Investor Act, Conn. Gen. Stats. §§ 45a-541 through 45a-541l, as amended. The agreement may be modified or amended, as appropriate, in accordance with applicable law, upon the recommendation of the Defined Contribution Board and approval of the majority of the entire Common Council.
- B. The Defined Contribution Board shall perform the duties set forth in the following documents ("401(a) Documents"):
 - 1. (a) 401 Government Money Purchase Plan and Trust Basic Document; (b) the City of Norwalk's 401a Defined Contribution Retirement Plan Investment Policy Statement; and (c) the Administrative Service Agreement between ICMA Retirement Corporation and the City of Norwalk.

§ ____-8. Indemnification of Defined Contribution Board; Hold Harmless.

No member of the Defined Contribution Board, nor any other person involved in the administration of the 401(a) Plan shall be liable to any person on account of any act or omission in good faith in performing their respective duties under the terms of the 401(a) Plan. To the extent permitted by law, except in matters involving a violation of his or her fiduciary duties, criminal liability and intentional or willful misconduct, the City shall indemnify and hold harmless members of the Defined Contribution Board from any and all liability and expenses, including counsel fees, reasonably incurred in any action, suit, or proceeding to which he/she is or may be a party by reason of being or having been a member of the Defined Contribution Board. If the City purchases insurance to cover claims of a nature described above, then there shall be no right of indemnification except to the extent of any deductible amount under the insurance coverage or to the extent of the amount the claims exceed the insured amount.

§ ____- 9. Conflict of Interest.

If any board member has a direct or indirect business relationship with a vendor or service provider, he or she must disclose it to the board. Such a business relationship can include an ownership interest, self-employment with the vendor or service provider or employment by a board member's immediate family. That board member shall recuse himself from the decisions of the board to use that vendor or service provider and it will be noted in the minutes of the meeting. No board member shall unduly profit from his or her association with any vendor or service. At the beginning of each calendar year, any board member must disclose any such interest in writing to the Chairperson of the board.

401 Governmental Money Purchase Plan & Trust Basic Document



ICMARC

ICMA RETIREMENT CORPORATION
GOVERNMENTAL MONEY PURCHASE PLAN & TRUST
BASIC DOCUMENT

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as elected by the Participant. The Employer may limit the amount of Accrued Leave to be elected to be contributed to the Plan. Once elected, an Employee's election shall remain in force and may not be revised or revoked.

The Employee Designated Accrued Leave Contributions shall be accounted for in the Participant Contribution Account, and are nonforfeitable by the Participant at all times.

The Employee Designated Accrued Leave Contributions shall be "picked up" by the Employer in accordance with Code section 414(h)(2). The contributions shall be treated as an employer contribution in determining the tax treatment under the Code, and shall not be included as gross income of the Participant until it is distributed.

A Participant cannot elect to receive cash in lieu of any Accrued Leave Contribution.

- 19.3 Equivalencies.** The Accrued Leave Contribution shall be determined by multiplying the Participant's current daily rate of pay from the Employer times the amount of accrued unpaid leave being converted.
- 19.4 Excess Contributions.** Accrued Leave Contributions are limited to the extent of applicable law and any Code limitation. No Accrued Leave Contribution shall be made to the extent that it would exceed the applicable Code section 415 limitation, as set forth in Article V. Any excess contributions as a result of the Code section 415 limitation shall remain in the Participant's leave bank.

XX. Liability

Neither the Employer nor the Administrator shall be liable for losses arising from depreciation or shrinkage in the value of any investments acquired under this Plan. No member of the Defined Contribution Board, nor any other person involved in the administration of the Plan shall be liable to any person on account of any act or omission in good faith in performing their respective duties under the terms of the Plan. To the extent permitted by law, except in matters involving criminal liability, negligence, intentional or willful misconduct, the City of Norwalk shall indemnify and hold harmless the Defined Contribution Board from any and all liability and expenses, including counsel fees, reasonably incurred in any action, suit, or proceeding to which he/she is or may be a party by reason of being or having been a member, delegate or appointee of the Defined Contribution Board. If the City purchases insurance to cover claims of a nature described above, then there shall be no right of indemnification except to the extent of any deductible amount under the insurance coverage or to the extent if the amount the claims exceed the insured amount.

XXI. The Defined Contribution Board shall be the designated fiduciary of the Plan

The Defined Contribution Board as defined in Norwalk's City Code shall be designated fiduciary of the Plan. The Defined Contribution Board shall be responsible for establishing, monitoring, evaluating, overseeing, revising and administering the Plan. The Defined Contribution Board shall monitor, evaluate, oversee, revise and administer the Plan in compliance with the Connecticut Uniform Prudent Investor Act, Conn. Gen. Stats. §§ 45a-451 through 45a-541i, as amended.

VII. E

FISCAL YEAR 2018			
ED 114 BUDGET FORM			
GRANTEE NAME:	Norwalk		
GRANT TITLE:	School Readiness Quality Enhancement Grant	Grant Period:	7/1/2017 to 6/30/2018
Project Title	Priority SR Quality Enhancement	Total Award:	\$ 37,688.00
CODES	DESCRIPTIONS	ANNUAL	
111a	Non-Instructional (Administrative/Supervisor Salaries/Clerical/Other)	\$	-
111b	Instructional	\$	-
200	Benefits	\$	-
320	Professional Education Services	\$	-
321	Tutors	\$	-
322	In-service	\$	23,560.00
323	Pupil Services	\$	-
324	Field Trips	\$	1,128.00
325	Parent Activities	\$	-
330	Employee Training and Development Services	\$	-
340	Other Professional Technical Services	\$	-
400	Purchased Property Services	\$	-
500	Other Purchased Services	\$	2,405.00
600	Supplies	\$	10,595.00
700	Property	\$	-
TOTAL		\$	37,688.00
		Original Date:	Revised Date:

QE INDIVIDUAL VENDOR JUSTIFICATION PAGE

***All totals in budget justification page are linked to the
ED114 budget form and will auto-calculate***

Municipality: NORWALK

July 1, 2017 to June 30, 2018

Line Items	NARRATIVE	
111A	NON-INSTRUCTIONAL	ANNUAL
	TOTALS	\$ -
111B	INSTRUCTIONAL	ANNUAL
	TOTALS	\$ -
200	PERSONNEL SERVICES / BENEFITS	ANNUAL
	TOTALS	\$ -
320	PROFESSIONAL EDUCATION SERVICES	ANNUAL
	TOTALS	\$ -
321	TUTORS (NON-PAYROLL SERVICES)	ANNUAL
	TOTALS	\$ -
322	IN-SERVICE (INSTRUCTIONAL PROGRAM IMPROVEMENT SERVICES)	ANNUAL
	Professional Development	\$ 20,580.00
	Early Literacy/ELL	
	ELDS	
	Special Needs	
	Diversity	
	CLASS	
	Educational Consultants-All Our Kin	\$ 2,980.00
	TOTALS	\$ 23,560.00
323	PUPIL SERVICES (NON-PAYROLL SERVICES)	ANNUAL
	TOTALS	\$ -
324	FIELD TRIPS	ANNUAL
	Kith/Kin	\$ 1,128.00
	TOTALS	\$ 1,128.00

QE INDIVIDUAL VENDOR JUSTIFICATION PAGE

***All totals in budget justification page are linked to the
ED114 budget form and will auto-calculate***

Municipality: NORWALK

July 1, 2017 to June 30, 2018

325	PARENT ACTIVITIES	ANNUAL
	TOTALS	\$ -
330	EMPLOYEE TRAINING AND DEVELOPMENT SERVICES	ANNUAL
	TOTALS	\$ -
340	OTHER PROFESSIONAL TECHNICAL SERVICES	ANNUAL
	TOTALS	\$ -
400	PURCHASED PROPERTY SERVICES	ANNUAL
	TOTALS	\$ -
500	OTHER PURCHASED SERVICES	ANNUAL
	Tuition reimbursement-SR and Non-SR staff	\$ 2,330.00
	Travel-All Our Kin	\$ 75.00
	TOTALS	\$ 2,405.00
600	SUPPLIES	ANNUAL
	Materials to support alignment Prek-K	\$ 2,910.00
	Kindergarten informational packets	\$ 2,230.00
	Mini Grants for home based providers	\$ 2,230.00
	Refreshments for events	\$ 1,480.00
	Supplies for Kith N Kin	\$ 205.00
	All Our Kin supplies	\$ 1,540.00
	TOTALS	\$ 10,595.00
700	PROPERTY	ANNUAL
	TOTALS	\$ -
	GRAND TOTAL	\$ 37,688.00

Identify the number for each type of space, start date and cost. List totals for agencies with multiple sites, then list each site. The name of the site(s) MUST match the name on the license (if applicable).

***Start Date refers to the date the site first received School Readiness funds.**
****Priority School Readiness only**