

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 12, 2019

III. PUBLIC PARTICIPATION

IV. MAYOR

A. RESIGNATIONS AND APPOINTMENTS

RESIGNATIONS: Colin Hosten, Human Relations Commission

APPOINTMENTS: Donna Kames, Board of Assessment Appeals

REAPPOINTMENTS: William R. Speirs, Redevelopment Agency

MAYOR'S REMARKS:

V. COUNCIL PRESIDENT

A. GENERAL COUNCIL BUSINESS:

RESIGNATIONS AND APPOINTMENTS

RESIGNATIONS:

APPOINTMENTS:

REAPPOINTMENTS:

B. CONSENT CALENDAR:

VI. REPORTS: DEPARTMENTS, BOARDS AND COMMISSIONS

A. CORPORATION COUNSEL

1. Discussion regarding the land disposition and development agreement by and between the City of Norwalk, the Redevelopment Agency of the City of Norwalk and POKO-IWSR Developers, LLC, dated November 14, 2007 (as amended), and the conditional agreement by and between the City, the Agency and POKO, dated July 27, 2015 and the loan recognition agreement, by and between POKO-IWSR Developers, LLC, the City of Norwalk, the Redevelopment Agency of the City of Norwalk, Citibank, N.A., State of Connecticut Department of Housing, State of Connecticut Department of Economic and Community Development, National Equity Fund, Inc., MC Credit, LLC, IWSR Owners, LLC and ILSR Owners, LLC, dated November 14, 2007 (as amended).

EXECUTIVE SESSION

2. Approve Authorization to Settle Claim: Braulio Segura-Ordaz v. Francois Van Rensberg and the City of Norwalk.

EXECUTIVE SESSION

3. Approve Authorization to Settle Claim: Samantha Segura v. Francois Van Rensberg and the City of Norwalk.

EXECUTIVE SESSION

4. Authorization to execute indemnification agreement with Webster Bank.

EXECUTIVE SESSION

VII. COMMON COUNCIL COMMITTEES

A. RECREATION, PARKS AND CULTURAL AFFAIRS COMMITTEE

1. Authorize the Mayor, Harry W. Rilling, to enter into an agreement with Lauren Shrage for the use of Calf Pasture Beach for their Light for Kara 5K Walk to be held Sunday, August 25, 2019 from 8:00 AM – 11:00 AM. Set up to begin at 6:00 AM with tear down no later than 1:00 PM on Sunday, August 25, 2019. Estimated attendance 350.
2. Authorize the Mayor, Harry W. Rilling, to enter into an agreement with Ninety 9 Bottles Events, LLC. for the use of Oyster Shell Park for their Craft Bear Festival to be held on Saturday, June 1, 2019 from 2:00 PM – 5:00 PM. Set up to begin at 10:00 AM with tear down no later than 8:00 PM on Saturday, June 1, 2019. Estimated attendance 1,200.
- 3a. Authorize the Mayor, Harry W. Rilling, to enter into an agreement with Triangle Community Center, Inc. for the use of Mathews Park for their Annual Pride in the Park to be held Saturday, June 8, 2019 from 12:00 Noon – 8:00 PM. Set up to begin at 6:00 AM with tear down no later than 10:00 PM on Saturday, June 8, 2019. Estimated attendance 4,500.
- 3b. Approve the use of the Showmobile by Triangle Community Center, Inc. for the Annual Pride in the Park at Mathews Park to be held Saturday, June 8, 2019 from 12:00 Noon – 8:00 PM.
- 4a. Authorize the Mayor, Harry W. Rilling, to enter into an agreement with The Leukemia and Lymphoma Society, Inc. for the use of Calf Pasture Beach with overflow parking at Taylor Farm for the Leukemia and Lymphoma Society's Light the Night to be held Saturday, November 2, 2019 from 5:00 PM – 8:00 PM. Set up

to begin on Friday, November 1, 2019 at 9:00 AM with tear down no later than 11:00 PM on Saturday, November 2, 2019. Estimated attendance 1,000.

- 4b. Approve the use of the Showmobile by The Leukemia and Lymphoma Society, Inc. for the Leukemia and Lymphoma Society's Light the Night to be held Saturday, November 2, 2019 from 5:00 PM – 8:00 PM.

B. FINANCE COMMITTEE

1. Accept and Approve the Report of the Claims Committee Dated: March 14, 2019.
2. For informational purposes only: Narrative on Tax Collections dated March 14, 2019.
3. For informational purposes only: Monthly Tax Collector's Report Dated: February 2019.
4. RESOLVED that a sum not to exceed \$8,246 be and the same is hereby transferred to the Police Department Special Services division. The funds will be allocated to Revenues (Account #0143010-4807) and expenditure account (Account #013042-5327).
5. RESOLVED that a sum not to exceed \$68,000 be and the same is hereby transferred from Contingency (Account #019600-5900) to the Operations and Public Works Department to cover Salt and Chemical Supplies (Account #014025-5322).
6. Resolution: Approve a special capital appropriation in the amount of \$188,413 to the Recreation & Parks Dept. to fund the purchase and installation equipment at the corner of Day and Raymond Streets. (09196030-5777-C0364).
7. Resolution: Approve a special capital appropriation in the amount of \$67,500 to the Historical Commission for water line replacement at Mathews Park. (0919-6310-5777-C0132).
8. Resolution: Authorize the issuance of \$67,500 of General Obligation Bonds of the City of Norwalk to fund the Historic Commission appropriation for water line replacement at Mathews Park.

C. LAND USE AND BUILDING MANAGEMENT COMMITTEE

1. Authorize the Mayor, Harry W. Rilling, to enter into an agreement with Melissa Marshall Disability Policy Consulting (MMDPC) LLC for Americans with Disabilities Act compliance evaluation of ten schools for an amount not to exceed \$40,000.00. Acct. #0918-1000-5777-C0536
- 2a. Authorize the Purchasing Agent to issue a Purchase Order to Red Thread Spaces, LLC. for the moving of furniture and equipment in City Hall as part of a warranty carpet replacement project, for a total not to exceed \$42,924.00. Account #09197100 5777 C0439.
- 2b. Authorize the Office of Building Management to issue change orders on Purchase Order for a total not to exceed \$4,292.00.

3. Authorize the Mayor, Harry W. Rilling, to execute an agreement with Newfield Construction, Inc. as the Construction Manager (CM) for the Norwalk High School Toilet Room ADA upgrades, Culinary Arts Expansion project and Wood Doors & Paneling Replacement. Terms of the agreement shall include the following:

Preconstruction Phase Services (including reimbursable allowance)	\$35,000
CM Fees (% of total trade bids)	2.50%
CM Contingency (% of total trade bids)	3.00%

Following bidding process, final contract price (GMP) will be submitted to the Common Council for approval. Acct. #0918/195010 5777 C0610 & Acct. #09195010 5777 C0619

4. Authorize the Purchasing Agent to issue a Purchase Order to Connecticut Materials Testing Lab, Inc. for material testing services for the Ponus Ridge School Addition and Alterations project for a total not to exceed \$77,000.00. Funds are available in Acct. #09185010 5777 C0608
5. Authorize the Purchasing Agent to issue a Purchase Order to William B. Meyer, Inc. for moving services for the Ponus Ridge School Addition and Alterations project for a total not to exceed \$125,000.00. Funds are available in Acct. #09185010 5777 C0608
- 6a. Authorize the Mayor, Harry W. Rilling, to execute an Agreement with Beyer Blinder Belle Architects and Planners LLP for the Maritime Aquarium at Norwalk Functional Replacement Project to provide architectural design services for a total not to exceed \$1,514,033.16. Funds available from the State's Maritime Aquarium Functional Replacement Grant.
- 6b. Authorize to establish an allowance for project related reimbursable expenses and additional services in the amount of \$150,000.

VIII. RESOLUTIONS FROM COMMON COUNCIL

IX. MOTIONS POSTPONED TO A SPECIFIC DATE

X. SUSPENSION OF RULES

XI. ADJOURNMENT

APPOINTMENTS

BOARD OF ASSESSMENT APPEALS

M/C

CGS/NwkCht 1-271/NCC 103

DONNA KARNES (R)
200 West Rocks Road
Norwalk, CT 06851

Term Expires 11/01/2019

REAPPOINTMENTS

REDEVELOPMENT AGENCY

M/C

CGS 8-126

WILLIAM R. SPEIRS (D)
9 Morton Street
Norwalk, CT 06854

Term Expires 11/01/2023

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 7:32 p.m. Norwalk Girl Scouts, led by Mrs. Courtney Austin presented the Colors and led the Assembly in reciting the Pledge of Allegiance and in singing our National Anthem. The Girl Scouts took turns read a Proclamation stating that March 12th was Girl Scout Day.

Mayor Rilling recognized Mrs. Austin, who has been involved in the Girl Scouts for many years and announced that she is about to receive her 80-year pin. Mrs. Austin said she has enjoyed every minute of her time with the Girl Scouts.

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

I. ROLL CALL

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

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

District A:	Ms. Eloisa Melendez	Mr. Chris Yerinides
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District B:	Ms. Darlene Young	
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District C:	Mr. John Kydes	Ms. Beth Siegelbaum
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District D: Mr. Douglas Hempstead Mr. George Tsiranides

District E: Mr. John Igneri Mr. Thomas Livingston

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

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

II. ACCEPTANCE OF MINUTES

Regular Meeting: February 26, 2019

The following corrections were made:

Page 3-waive should read "wave"

Page 9 – second sentence should read: he also thanked Mr. Hamilton and Ms. Fogel for their work on the budget process

**** MR. IGNERI MOVED TO ACCEPT THE MINUTES AS PRESENTED**
**** MOTION PASSED WITH ONE (1) ABSTENTION (MR. HEMPSTEAD)**

III. PUBLIC PARTICIPATION

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

Mr. John Romano, Harbor Management Commission spoke in support of the appointment of Jeffrey Mangels to the Harbor Management Commission.

Mr. Stuart Lane, Executive Director of the Mid Fairfield AIDS Project, spoke in support of the Wall Street/West Avenue Redevelopment Plan. He said that he feels the plan is much better than what they have now.

Mr. Morris Gross, Vice President, Norwalk Hospital said he was a participant in the Wall Street/West Avenue working group. He said the Norwalk Hospital supports the plan. He talked about the new 254,000 sq. ft. ambulatory building that the Norwalk Hospital will build on the old YMCA site. He said that today that site is non-taxable; however, they plan to pay taxes on that site. In addition, their employees will take advantage of the housing and recreational activities in the area that will help revitalize that area.

Mr. Michael Mushak, Planning Commissioner and former Zoning Commissioner said that he was here as a private citizen to speak in support of the Wall Street/West Avenue Redevelopment Plan. He reviewed his credentials and said that this is an excellent plan and urged the Common Council members to vote in favor of the plan. He said it does not take an expert to see the area is deteriorated and noted that the Norwalk Redevelopment Agency pulled off a miracle in South Norwalk.

Mr. Brian Deets spoke in support of the Wall Street/West Avenue Redevelopment Plan. He spoke about the Head of the Harbor plan and said that the current debates about the proposed plan have turned into petty semantics over words. He said a state statute created the definitions used by the Redevelopment Agency. The minority who oppose the plan have created a camp against the Redevelopment Agency. The proposed plan has been in front of the public for almost two years; 50% of Wall Street is vacant and the existing zoning does not promote the variety of uses need to create a vibrant area.

Ms. Diane Lauricella, asked the Common Council to send the Wall Street/West Avenue Redevelopment Plan back to Committee or to table, without prejudice, or to have a Roll Call vote because the Plan is not ready. The public just had access to see the final revisions about a week ago. She asked the Common Council to pause, for no more than a month to check the data, because it is important to get it right. Ms. Lauricella said the Garden Cinema is under threat and is not mentioned prominently.

Mr. Adolph Neaderland spoke in opposition to the Wall Street/West Avenue Redevelopment Plan and said the design of the structure of the plan is not good. The square buildings are built to the edge of the sidewalk and do not allow for street side dining in the summer. He said that since the 1950s, City governance has had a sordid history. He said the plan was flawed and does not represent what the residents want. He said the plan should be tabled and re-thought.

Mr. Dick Brescia spoke in support of the Wall Street/West Avenue Redevelopment Plan. He said that democracy is the messiest form of government, but is the best form of government. He said this was an excellent plan. In listening to different points of view, he said it was important to find a commonality. He said the Wall Street area needs to be energized and that work should be done sooner than later. The plan has been in existence for over two years and he feels that the public has had the chance to chime in with their thoughts. Mr. Brescia said that he feels comfortable that any issues regarding eminent domain will lie with the Common Council.

Ms. Lisa Brinton spoke in opposition to the Wall Street/West Avenue Redevelopment Plan and asked the Common Council to delay the vote on the Plan. She said it has been very difficult to determine who is in charge of this plan. A naysayer might think it is a deliberate plan to confuse the resident with the lack of transparency. Ms. Brinton said there is zero trust that there is zero trust in this governance to execute this plan. She spoke about eminent domain in Norwalk and said that very few people knowledgeable about commercial real estate are on the Common Council.

Mr. Allan Webber, CFO M. F. DiScala, spoke in support of the Wall Street/West Avenue Redevelopment Plan and said they have been in the area for over 30 years. He said he has seen parts of Norwalk grow and parts remain stagnant. He said that without more development and people the area is not going to become the vibrant area it was before the flood. The area just needs people and without people the retail will not happen. He said it was important for this plan to go through.

Mr. Michael McGuire pointed out that his wife was distributing data to the members of the Common Council. He said he is all in favor of the Redevelopment revitalization, but what is missing is that it all hinges upon the Redevelopment or Common Council being able to clarify this place as blighted. He said that 5 – 10% vacancy is healthy. Historically the plan area has been at or below 10% vacancy. Overall the retail market in Norwalk is the same. The office rates in the area is one of the healthiest in the plan area. He said that deterioration and blight are not demonstrated in the Plan.

Ms. Lisa Henderson asked the Common Council to err on the side of caution and vote no on the Wall Street/West Avenue Redevelopment Plan. She said that the community does not trust the plan and that the Common Council owes it to the community to respond to unanswered questions.

Ms. Nancy McGuire encouraged the Common Council to have further analysis before voting tonight. She said the Redevelopment Agency can do great work; however, the problem is that a blanket map will leave small business owners behind. Wall Street has the potential to bring in revenue from the tri state area, but if the blanket statement is put out that the area is blighted it will prevent investors from coming into the area.

Mr. Jason Milligan spoke in opposition to the Wall Street/West Avenue Redevelopment Plan. He said he had an opportunity to speak to five of the Common Council members at length and reached out to each one. He said he appreciated all he spoke to and found them to be reasonable. He said the stakeholders are up in arms, including him. He said he believes they will be able to come up with a plan and urged the Common Council to vote no or to table this item.

Mr. Milligan said it is a big plan area and would prefer less rules. He said that he finds the enforcement of the rules to be selective. Information revealed on Thursday was that the plan has been expired for about a year. He urged the Common Council to take a pause and table the item. He also suggested inviting the Wall Street Neighborhood Association in for a dialogue to bridge the divide.

Ms. Donna Smirniotopoulos spoke in opposition to the Wall Street/West Avenue Redevelopment Plan. She said that she understands that people are concerned about the Garden Cinema. She said that the Wall Street/West Avenue Redevelopment Plan expired in 2018. She said that plan gives the failed POKO project to the developer, Mr. McClusky who has strong ties to Malloy. She said that when the Common Council votes to approve this plan, they tie the City to a

developer with a colored background. The legal fees tied to Mr. Milligan's case are double those of the Firetree case.

Mr. Richard Bonenfant spoke in opposition to the Wall Street/West Avenue Redevelopment Plan and cautioned the Common Council about jamming the City with more residential units. If more residential units are added, there will be no place for the kids to play and the schools are crowded. He said that the innovative tax breaks make it financially advantageous to knock down a building and build a multi-story building.

Mr. Bonenfant asked if the Waste Water Treatment plan is able to process the extra sewage. None of the plans address what the people want.

Mr. John DiScala spoke in support of the Wall Street/West Avenue Redevelopment Plan. He said his family works in the Wall Street area. Growing up, he said he used to hit all the shops; the only thing that has changed in 30 years were the shops. The only way to bring people there is to build apartments and bigger developments.

IV. MAYOR

A. RESIGNATIONS AND APPOINTMENTS

RESIGNATIONS: Kelly L. Straniti, Zoning Commission

Mayor Rilling announced Ms. Straniti's resignation from the Zoning Commission.

APPOINTMENTS:

Anthony Robert Carr, Department of Public Works

Mr. Burney reviewed the search and selection process.

**** MR. IGNERI MOVED TO APPROVE THE APPOINTMENT OF ANTHONY ROBERT CARR, DEPARTMENT OF PUBLIC WORKS**

Mr. Igneri spoke in support of Mr. Carr's appointment. Mr. Livingston also endorsed him and added that he excels in flooding issues.

Mr. Hempstead expressed concern about the process. Mr. Corsello said he had an opportunity to review Mr. Carr's resume and said he looks like a perfect fit.

Mayor Rilling said the process used to was the same one used in prior administrations.

**** MOTION PASSED WITH ONE (1) ABSTENTION (MR. HEMPSTEAD)**

Mayor Rilling said that Ms. Burns and Mr. Torre met with Mr. Carr and they were equally impressed by his resume and management style.

Jeffrey Mangels, Harbor Management

**** MR. HEMPSTEAD MOVED TO APPROVE THE APPOINTMENT OF JEFFREY MANGELS TO THE HARBOR MANAGEMENT COMMISSION**

Mr. Hempstead spoke in support of this appointment

**** MOTION PASSED UNANIMOUSLY**

Margaret A Shanahan, Conservation Commission, Regular

**** MR. LIVINGSTON MOVED TO APPROVE THE APPOINTMENT OF MS. MARGARET A. SHANAHAN AS A REGULAR MEMBER OF THE CONSERVATION COMMISSION**

Mr. Livingston spoke in support of the appointment.

**** MOTION PASSED UNANIMOUSLY**

REAPPOINTMENTS:

There were no reappointments announced this evening.

MAYOR'S REMARKS:

Mayor Rilling congratulated the Norwalk Police Emerald Society for a successful fourth annual St. Patrick's Day Parade and the Norwalk High Scholl Girls Basketball Team for being the number one seed in the CIAC Class LL Basketball Tournament. He thanked their coach, Mr. Fuller and said they are putting Norwalk on the map.

Brien McMahon High School's Spring Musical, Mamma Mia, will run during the weekend of March 15th and March 22, 2019. Mayor Rilling said both high schools have very talented students. The third Annual Norwalk Public Schools STEM Expo will be held on March 16, 2019. The Norwalk Fire Department will unveil its newly wrapped Fire Safety House at the Expo. Norwalk High School will host their Winter Guard and Percussion Home Show on March 23, 2019. The Harlem Wizards will play an exhibition match on March 17, 2019 for the benefit of the Odyssey Pre-School.

The Board of Estimate and Taxation will hold it public hearing on the 2019/2020 operating budget on March 20, 2019. The US Postal Service will offer passport services at City Hall on March 21, 2019. Lastly, the Mayor stated that he was joined by the Lieutenant Governor, Susan Bysiewicz and Congressman Jim Himes for the announcement of the Kickoff of the 2020 Census, "Complete Count".

V. COUNCIL PRESIDENT

A. GENERAL COUNCIL BUSINESS:

RESIGNATIONS AND APPOINTMENTS

RESIGNATIONS:

APPOINTMENTS:

Kelly L. Straniti, Ethics Board

**** MR. HEMPSTEAD MOVED TO APPROVE THE APPOINTMENT OF KELLY L. STRANITI TO THE ETHICS BOARD**

Mr. Hempstead spoke in support of this appointment and said there is no one more ethical and knows she will do the right thing.

Mr. Burnett also spoke in support of the appointment and said she has business and Common Council experience.

Ms. Young said she had an opportunity to work with Ms. Straniti when she was the Assistant City Clerk and Ms. Straniti works in a bi-partisan way.

Mayor Rilling said he was sorry to see Ms. Straniti step down from the Zoning Commission, but she has the propensity to do the right thing.

**** MOTION PASSED UNANIMOUSLY**

REAPPOINTMENTS:

Kara A. T. Murphy, Ethics Board

**** MR. CORSELLO MOVED TO APPROVE THE REAPPOINTMENT OF KARA A. T. MURPHY TO THE ETHICS BOARD**

Mr. Corsello spoke in support of the reappointment. He said she is very qualified and urged support of this reappointment.

Mr. Livingston said he was very impressed by her and urged support of this reappointment.

**** MOTION PASSED UNANIMOUSLY**

Ms. King administered the Oath of Office to Ms. Straniti and Ms. Murphy.

B. CONSENT CALENDAR:

Mr. Corsello said he was advised that in dealing with a technical correction previously taken by the Common Council, it was not necessary to take that vote and to delete the items.

**** MR. CORSELLO MOVED TO SUSPEND THE RULES TO AMEND THE AGENDA BY ELIMINATING THE FOLLOWING ITEMS:**

A. RECREATION, PARKS AND CULTURAL AFFAIRS COMMITTEE

1. TECHNICAL CORRECTION ITEM #VII.B.9 ON THE COMMON COUNCIL AGENDA OF FEBRUARY 26, 2019 WHICH READS AS FOLLOWS:

AUTHORIZE THE MAYOR, HARRY W. RILLING, TO ENTER INTO AN AGREEMENT WITH NEW ENGLAND AUTO MUSEUM FOR THE USE OF MATHEWS PARK FOR THEIR FATHER'S DAY CAR SHOW TO BE HELD SUNDAY, JUNE 16, 2019 FROM 8:00 AM – 3:00 PM. SET UP TO BEGIN AT 4:00 PM ON SATURDAY, JUNE 15, 2019 WITH TEAR DOWN NO LATER THAN 5:00 PM ON SUNDAY, JUNE 16, 2019. ESTIMATED ATTENDANCE 100 – 200.

NEW ACTION AUTHORIZATION REQUEST:

AUTHORIZE THE MAYOR, HARRY W. RILLING, TO ENTER INTO AN AGREEMENT WITH NEW ENGLAND AUTO & TRANSPORTATION MUSEUM, INC. FOR THE USE OF MATHEWS PARK FOR THEIR FATHER'S DAY CAR SHOW TO BE HELD SUNDAY, JUNE 16, 2019 FROM 8:00 AM – 3:00 PM. SET UP TO BEGIN AT 4:00 PM ON SATURDAY, JUNE 15, 2019 WITH TEAR DOWN NO LATER THAN 5:00 PM ON SUNDAY, JUNE 16, 2019. ESTIMATED ATTENDANCE 100 – 200.

2. TECHNICAL CORRECTION ITEM #VII.B.8 ON THE COMMON COUNCIL AGENDA OF FEBRUARY 26, 2019 WHICH READS AS FOLLOWS:

AUTHORIZE THE MAYOR, HARRY W. RILLING, TO ENTER INTO AN AGREEMENT WITH THE NORWALK SEAPORT ASSOCIATION TO USE VETERANS PARK FOR THE ANNUAL OYSTER FESTIVAL TO BE HELD FRIDAY, SEPTEMBER 6, 2019 FROM 6:00 PM – 11:00 PM, SATURDAY, SEPTEMBER 7, 2019 FROM 11:00 AM – 11:00 PM, SUNDAY, SEPTEMBER 8, 2019 FROM 11:00 AM – 8:00 PM. SET UP TO BEGIN AT 8:00 AM ON FRIDAY, AUGUST 23, 2019 WITH TEAR DOWN NO LATER THAN 5:00 PM ON SATURDAY, SEPTEMBER 30, 2019. ESTIMATED ATTENDANCE 30,000.

NEW ACTION AUTHORIZATION REQUEST:

AUTHORIZE THE MAYOR, HARRY W. RILLING, TO ENTER INTO AN AGREEMENT WITH THE NORWALK SEAPORT ASSOCIATION, INC. TO USE VETERANS PARK FOR THE ANNUAL OYSTER FESTIVAL TO BE HELD FRIDAY, SEPTEMBER 6, 2019 FROM 6:00 PM – 11:00 PM SATURDAY, SEPTEMBER 7, 2019 FROM 11:00 AM – 11:00 PM, SUNDAY, SEPTEMBER 8, 2019 FROM 11:00 AM – 8:00 PM. SET UP TO BEGIN AT 8:00 AM ON FRIDAY, AUGUST 23, 2019 WITH TEAR DOWN NO LATER THAN 5:00 PM ON SATURDAY, SEPTEMBER 30, 2019. ESTIMATED ATTENDANCE 30,000.

3. TECHNICAL CORRECTION ITEM #VII.B.7 ON THE COMMON COUNCIL AGENDA OF FEBRUARY 26, 2019 WHICH READS AS FOLLOWS:

AUTHORIZE THE MAYOR, HARRY W. RILLING, TO ENTER INTO AN AGREEMENT WITH NORWALK EXCHANGE CLUB FOR THE USE OF TAYLOR FARM FOR THEIR ANTIQUE CAR SHOW TO BE HELD SUNDAY, APRIL 28, 2019 FROM 7:00 AM – 4:00 PM WITH A RAIN DATE OF SUNDAY, MAY 5, 2019. SET UP TO BEGIN ON THURSDAY, APRIL 25, 2019 (RAIN DATE THURSDAY, MAY 2, 2019) AT 8:00 AM WITH TEAR DOWN NO LATER THAN 6:00 PM ON SUNDAY, APRIL 28, 2019 (RAIN DATE SUNDAY, MAY 5, 2019). ESTIMATED ATTENDANCE 1,000.

NEW ACTION AUTHORIZATION REQUEST:

AUTHORIZE THE MAYOR, HARRY W. RILLING, TO ENTER INTO AN AGREEMENT WITH EXCHANGE CLUB OF NORWALK, INC. FOR THE USE OF TAYLOR FARM FOR THEIR ANTIQUE CAR SHOW TO BE HELD SUNDAY, APRIL 28, 2019 FROM 7:00 AM – 4:00 PM WITH A RAIN DATE OF SUNDAY, MAY 5, 2019. SET UP TO BEGIN ON THURSDAY, APRIL 25, 2019 (RAIN DATE THURSDAY, MAY 2, 2019) AT 8:00 AM WITH TEAR DOWN NO LATER THAN 6:00 PM ON SUNDAY, APRIL 28, 2019 (RAIN DATE SUNDAY, MAY 5, 2019). ESTIMATED ATTENDANCE 1,000.

**4. TECHNICAL CORRECTION ITEM #VII.B.2 ON THE COMMON COUNCIL AGENDA OF FEBRUARY 26, 2019 WHICH READS AS FOLLOWS:
AUTHORIZE THE MAYOR, HARRY W. RILLING, TO ENTER INTO AN AGREEMENT WITH LOCKWOOD-MATHEWS MANSION MUSEUM FOR THE USE OF MATHEWS PARK FOR THEIR OLD-FASHIONED FLEA MARKET TO BE HELD SUNDAY, SEPTEMBER 15, 2019 FROM 10:00 AM – 4:00 PM. SET UP TO BEGIN AT 7:00 AM WITH TEAR DOWN NO LATER THAN 6:00 PM ON SUNDAY, SEPTEMBER 15, 2019. ESTIMATED ATTENDANCE 1,500.**

NEW ACTION AUTHORIZATION REQUEST:

AUTHORIZE THE MAYOR, HARRY W. RILLING, TO ENTER INTO AN AGREEMENT WITH LOCKWOOD-MATHEWS MANSION MUSEUM OF NORWALK, INC. FOR THE USE OF MATHEWS PARK FOR THEIR OLD-FASHIONED FLEA MARKET TO BE HELD SUNDAY, SEPTEMBER 15, 2019 FROM 10:00 AM – 4:00 PM. SET UP TO BEGIN AT 7:00 AM WITH TEAR DOWN NO LATER THAN 6:00 PM ON SUNDAY, SEPTEMBER 15, 2019. ESTIMATED ATTENDANCE 1,500.

5. TECHNICAL CORRECTION ITEM #VII.B.3 ON THE COMMON COUNCIL AGENDA OF FEBRUARY 26, 2019 WHICH READS AS FOLLOWS:

AUTHORIZE THE MAYOR, HARRY W. RILLING, TO ENTER INTO AN AGREEMENT WITH LUPUS FOUNDATION OF AMERICA FOR THE USE OF CALF PASTURE BEACH FOR THE WALK TO END LUPUS NOW CT-NORWALK TO BE HELD SUNDAY, OCTOBER 20, 2019 FROM 2:00 PM – 6:00 PM. SET UP TO BEGIN AT 9:00 AM WITH TEAR DOWN NO LATER THAN 7:00 PM ON SUNDAY, OCTOBER, 20, 2019. ESTIMATED ATTENDANCE 750-900.

NEW ACTION AUTHORIZATION REQUEST:

AUTHORIZE THE MAYOR, HARRY W. RILLING, TO ENTER INTO AN AGREEMENT WITH LUPUS FOUNDATION OF AMERICA, INC. FOR THE USE OF CALF PASTURE BEACH FOR THE WALK TO END LUPUS NOW CT-NORWALK TO BE HELD SUNDAY, OCTOBER 20, 2019 FROM 2:00 PM – 6:00 PM. SET UP TO BEGIN AT 9:00 AM WITH TEAR DOWN NO LATER THAN 7:00 PM ON SUNDAY, OCTOBER, 20, 2019. ESTIMATED ATTENDANCE 750-900.

**** MOTION PASSED UNANIMOUSLY**

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

**HEALTH, WELFARE AND PUBLIC SAFETY
VII.B.1, VII.B.2, VII.B.3,**

**PUBLIC WORKS COMMITTEE
VII.C.1, VII.C.2, VII.C.3, VII.C.4a, VII.C.4b,**

**PLANNING COMMITTEE
VII.D.1, VII.D.2, VII.D.3, VII.D.4**

VI. REPORTS: DEPARTMENTS, BOARDS AND COMMISSIONS

VII. COMMON COUNCIL COMMITTEES

B. 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, 2019 TO JUNE 30, 2020.

2. AUTHORIZE THE PURCHASING AGENT TO EXECUTE A PURCHASE ORDER, ON BEHALF OF THE NORWALK POLICE DEPARTMENT, TO FLEET AUTO SUPPLY FOR SOLE SOURCE PURCHASE AND INSTALLATION OF UPFIT TO COMMUNITY OUTREACH VEHICLE FOR THE AMOUNT NOT TO EXCEED \$45,000.00. FUNDS FROM THE CHOICE NEIGHBORHOOD INITIATIVE GRANT AS ADMINISTERED BY THE NORWALK HOUSING AUTHORITY.

3. 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, 2019 TO JUNE 30, 2020.

C. PUBLIC WORKS COMMITTEE

1. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AGREEMENT BETWEEN THE CITY OF NORWALK AND VANASSE HANGEN BRUSTIN, INC. (VHB) FOR PAVEMENT ENGINEERING AND CONSULTING SERVICE IN CONNECTION WITH THE PAVEMENT MANAGEMENT PROGRAM. THE AGREEMENT IS TO ESTABLISH A

THREE (3) YEAR BASE PERIOD, WITH TWO (2) ONE-YEAR OPTIONS AND AN ANNUAL SUM NOT TO EXCEED \$250,000.00 PER YEAR.

ACCOUNT NO. 09 19 4021 5777 C0021

2. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE THE PROJECT AUTHORIZATION LETTER FOR STATE PROJECT 102-347 TRAFFIC SIGNAL UPGRADE PHASE 3.

3. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AGREEMENT WITH TIGHE AND BOND, INC., TO PROVIDE PROFESSIONAL ENGINEERING SERVICES RELATIVE TO THE NORWALK LEVEE, FOR AN AMOUNT NOT TO EXCEED \$201,100.00, FOR CONSTRUCTION OBSERVATION SERVICES OF BOTH THE MALL (GGP ESCROW) AND MISCELLANEOUS DPW CAPITAL PROJECTS.

ACCOUNT NO. 100002365

**09 19 4021 5777 C0021
09 19 4021 5777 C0318
09 19 4027 5777 C0425
09 18 4027 5777 C0440
09 18 4021 5777 C0021
09 20 4021 5777 C0021
09 13 4062 5777 C0361
09 14 4062 5777 C0361
09 15 4062 5777 C0361
09 17 4062 5777 C0361
09 18 4062 5777 C0361
09 19 4062 5777 C0361
09 15 4027 5777 C0440
09 17 4027 5777 C0440
09 13 4027 5777 C0425
09 16 4027 5777 C0425
09 13 4031 5777 C0514**

4A. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AGREEMENT WITH DEERING CONSTRUCTION, INC. FOR PROJECT PM2019-1 PAVEMENT MANAGEMENT PROGRAM FOR A SUM NOT TO EXCEED \$4,538,688.50.

4B. AUTHORIZE THE DIRECTOR OF PUBLIC WORKS, TO EXECUTE ORDERS ON THE CONTRACT WITH DEERING CONSTRUCTION, INC. FOR PROJECT PM2019-1 PAVEMENT MANAGEMENT PROGRAM FOR A SUM NOT TO EXCEED \$453,868.85.

ACCOUNT NO. 09 18 4021 5777 C0021

ACCOUNT NO. 09 19 4021 5777 C0021

09 19 4027 5777 C0302

09 18 4021 5777 C0503

09 17 4021 5777 C0515

09 19 6030 5777 C0472

09 19 6310 5777 C0186

09 19 6310 5777 C0092

09 19 6310 5777 C0132

09 12 4021 5777 C0504

09 16 4021 5777 C0232

03 00 00 2602

01 41 50 5298

D. PLANNING COMMITTEE

1. APPROVE THE REQUEST TO EXTEND THE AGREEMENT DESIGNATING THE NORWALK REDEVELOPMENT AGENCY AS THE ADMINISTRATOR OF THE CITY'S ANNUAL CDBG ENTITLEMENT GRANT.

2. AUTHORIZE MAYOR RILLING TO EXECUTE SUCH AGREEMENT.

3. THE COMMON COUNCIL RECOGNIZES THAT ALL CONFLICT OF INTEREST FORMS RETURNED BY THE COMMON COUNCIL MEMBERS STATE NO CONFLICT WITH THE 2019-2020 COMMUNITY DEVELOPMENT GRANT PROGRAM SUB RECIPIENTS.

4. AUTHORIZE THE CHAIR OF THE NORWALK REDEVELOPMENT AGENCY TO EXECUTE A CONTRACT WITH MULLIN & ASSOCIATES, LLC IN AN AMOUNT NOT TO EXCEED \$49,200 FROM CDBG ADMINISTRATION FUNDS (FUND 300) TO COMPLETE THE 2020 TO 2025 CONSOLIDATED PLANNING PROCESS.

**** MOTION PASSED UNANIMOUSLY**

5. APPROVE THE WALL STREET-WEST AVENUE REDEVELOPMENT PLAN.

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

Mr. Kydes said he has lived in Norwalk all of his life and spent time at his uncle's shoe repair shop in the area. He said Wall Street was a vibrant area, but now the area is a shell of what it once was. The question is what can this plan do to re-vitalize the area. The plan is a vision for

the area in the form of a document. The plan stresses historical preservation, walkability and proper outside investment.

Mr. Kydes said that without a plan, there is not much to protect the area. He asked the Common Council to approve the plan.

Mr. Sheehan, Ms. Straus and Ms. Casey from the Norwalk Redevelopment Agency were present.

Mr. Hempstead said he voted in favor of the plans in the past. This is the fifth plan, but this does not address why the other plans failed. He asked what was going to make this plan work. He said there are a lot of great things in the plan, but questions the characteristics of the blight designation. Mr. Hempstead said he never saw a group of people fight the blight designation.

Mr. Hempstead asked why Norwalk Hospital needs to be included in that zone that is designated as blighted. He said that some of the two and three family houses may fit that criteria, but that is true affordable housing and they are becoming at risk. He said that the Hospital should be excluded from the plan. He said he remember Wall Street when it was super vibrant. The City over the years did not put enough money into the infrastructure and streetscape. Part of the plan should be a commitment to make that happen.

Mr. Hempstead said this is a B+ plan. He said that he has some reservations and would like to send the plan back to Committee to review the comments made tonight because they are worthy of discussion.

**** MR. HEMPSTEAD MOVED TO SEND WALL STREET-WEST AVENUE REDEVELOPMENT PLAN BACK TO COMMITTEE TO ALLOW MORE TIME TO ADDRESS THE ISSUES**

**** MOTION FAILED WITH ONE (1) VOTE IN FAVOR (MR. HEMPSTEAD)**

Mr. Hosten thanked all who spoke this evening and said the comments were thoughtful and helpful. He said that there seems to be an apparent break in trust, but that provides an opportunity to address those issues. He said a lot of e-mails received today were about the fate of the Garden Cinema, but said that is not in the plan. He said the concerns about eminent domain need to be addressed, but how eminent domain is handled is not in the plan. In addition, municipal tax credits are not in the plan. He said he wants people to understand what is and what is not in the plan.

Ms. Smyth asked about hinderance to small businesses. Ms. Casey said that she does not see that this plan is a hinderance to small businesses. There has been growth in this area since 2010.

Mr. Yerinides said that they should have a discussion on eminent domain. Ms. Straus said that it is not on the table in the development of this plan. The Redevelopment Agency does not have the authority over eminent domain.

Mr. Sheehan said that during the public hearings there were a lot of comments about the need for eminent domain, but that was left out altogether.

Mr. Yerinides said that in a lot of e-mails he has received, there is concern that people want the character of the area preserved. Ms. Straus said they have been involved with members of the Historical Preservation Trust. Mr. Yerinides expressed concern over the term disrepair. Ms. Straus said that the term qualifies the area as a Redevelopment area and allows them to apply for grants and loans. She said it did not deter investment in SoNo.

Mr. Livingston said he applauded the Wall Street Neighborhood Association and all they do; however, he does not see a lot of change in that area. He said he supports the plan.

Mr. Hempstead asked if the plan can be amended. Ms. Straus said they would have to go through the public approval process. The plan protects the type of plan for this area. It is a regulation. She said the Redevelopment Agency voted down projects that were not inline with the design. Mr. Hempstead said he likes the plan more than he does not like it.

Ms. Smyth said that since she was elected, she has studied city planning and what she sees in this plan reflects what makes a vibrant and walkable city.

In response to Mr. Hosten's question, Ms. Straus said the plan is found to be consistent with the POCD. If the POCD is substantially changed and be in conflict with this plan, they would look at amending the plan. Mr. Sheehan said the POCD is a very macro document that takes into consideration the entire City.

Mr. Hosten asked if any new affordable housing would be included in the plan. Ms. Straus said that most of the two – four family houses in zone D are not associated with the plan.

Ms. Melendez said everyone had different experiences on Wall Street, but they can't ignore the progress as a result of the Wall Street Neighborhood Association. She said it is important to support the plan and noted that so many groups worked hard to create the plan.

Mr. Kydes addressed the e-mails received by the Common Council members today and said there was a lot of misinformation in the e-mails. He urged everyone to read the plan on the City's website.

Mr. Burnett asked about the public input. Ms. Straus said there were over 30 public meetings on the plan and the plan was revised based on public comment.

Mr. Sheehan said they have not done well once the plan was approved. They do not do incremental assessments and said they should get engaged back with the community.

Mr. Hosten said it is very helpful when the public raises their concerns and asked about the impact on public infrastructure. Ms. Straus said that the capacity for every project is reviewed. Mr. Igneri added that the system was built to handle 90 million gallons a day.

Ms. Melendez said that everyone is concerned about the e-mails they received today. She said that approving this plan does not mean they are voting for or against the Garden Cinema. It is not part of the vote.

**** MOTION PASSED WITH THIRTEEN (13) IN FAVOR AND ONE (1) OPPOSED (MR. HEMPSTEAD)**

VIII. RESOLUTIONS FROM COMMON COUNCIL

There were none this evening.

IX. MOTIONS POSTPONED TO A SPECIFIC DATE

There were none this evening.

X. SUSPENSION OF RULES

There were none this evening.

XI. ADJOURNMENT

**** MR. IGNERI MOVED TO ADJOURN
** MOTION PASSED UNANIMOUSLY**

There was no further business and the meeting was unanimously adjourned at 9:48 p.m.

ATTEST: _____
Donna King, City Clerk

Donna Karnes/Broker GRI, PSCS



200 West Rocks Road Norwalk CT | 203-856-0839 | Karnesdonna@gmail.com

Objective

Outgoing and dynamic individual with extensive knowledge of the real estate industry looking to affiliate with a new ground-breaking company that will take the industry by storm.

Education

- BS marketing Plymouth State University, Plymouth NH
- Minor: Psychology

Skills & Abilities

MANAGEMENT SALES

- Agent training and recruitment
- Managed daily operations
- Created Budgets and P&L
- Created in house relocation for buyers and sellers
- Largest REO department in Fairfield County represented numerous banks
- Solid knowledge base and experience in sales and marketing
- Excellent interpersonal skills, strong emphasis on customer service
- Comprehensive knowledge of agency law
- Strong negotiation skills

LEADERSHIP

- Connecticut Association of Realtors Executive Committee (VP legislation/Legal 2013-2016
- Connecticut Association of Realtors Legislative Chair 2015
- Connecticut Association of Realtors RPAC Trustee 2012-2016
- Connecticut Association of Realtors Board of Directors 2010-present
- Mid Fairfield Board of Realtors Board of Directors 2010-present
- State of Connecticut- Appointed on State Contract Standard Board 2016-present

AWARDS AND ACKNOWLEDGEMENTS

- Local Realtor of the year 2012
- Century 21 Quality service award 2009, 2010, 2011

PROFESSIONAL EXPERIENCE

Broker Associate

William Pitt Sotheby's

October 2013-Present

- Represent buyers and sellers
- Creatively handle all advertising
- Pay attention to detail

Broker/Owner

Century 21 Karnes Realty 1994-2013

- Successfully responsible for over 500 transactions
- Trained and recruited sales agents
- Motivated and mentored agents

Broker/Owner

Karnes Realty 1986-1994



SUMMARY

I am an entrepreneurial minded software engineer with over a decade of experience as both an individual contributor and team lead. I possesses a proven track record of getting up-to-speed quickly on various technologies, and the business as a whole. I have focused on improving the efficiency of the companies I work at by leveraging my ability to organize, centralize, and standardize desperate systems.

EXPERIENCE

♦ Datto, Inc. ♦ Norwalk, CT

Senior Director of Software Engineering: Aug '16 – Present

Director of Infrastructure Engineering: April '16 – Aug '16

Initial reported to the VP of Infrastructure Engineering managing the Database, DevOps, IT, and Cloud Engineering team's managers. After only four months, I was promoted to Senior Director of Software Engineering reporting directly to the CTO.

- Created a transfer utility leveraging the UDT library speeding data center replication by 30x
- Converted an opaque and unproductive R&D department into a transparent and predictable one
- Conceived of a ZFS User conference, and working on a ZFS on Linux book

♦ Temporal Defense Systems, Inc. ♦ New Haven, CT

Senior Researcher: Aug '15 – April '16

I was sought by the CTO to bring my entrepreneurial insights and varying technological competencies to the company. As a senior researcher I provided expertise in various forms, from research in quantum computing to productionisation of consumer facing software and systems.

- Brought to life a compiler in C++ for the DWave quantum computer from a white paper
- Created a RESTful Java service using JAX-RS and JAXB
- Conceived of the idea to create an OpenOffice extension for Restricted & Sensitive Documents

♦ Educated Solutions LLC ♦ New Haven, CT

Founder & CEO: April '14 – Aug '15

Brought to market a systems monitoring platform that provided unparalleled analytics and insight into the state of a company's infrastructure. I worked on all aspects of the business from marketing and branding to software engineering.

- Leveraged DropWizard, Apache Wicket, and D3.js - <https://github.com/metrink>
- Used Hibernate and JPA 2.x for object persistence to MySQL
- Deployed the platform on Google's App Engine and Datastore
- Prospected new clients from various sources and achieved a high rate of response

♦ FactSet Research Systems, Inc. ♦ Norwalk, CT

Lead Software Engineer, Software Architecture: Dec 2012 – April 2014

Senior Systems Engineer, Security Assurance: Nov 2008 – Dec 2012

I was initially hired as an individual contributor, but quickly promoted to reporting to the Director of Software Architecture. I created the Central Authentication Team from scratch and managed four engineers who were responsible for building and running the authentication service that authenticates every request into and out of FactSet's data centers.

- Consultant to engineers on building reliable, scalable, and distributed systems
- Conceived of and implemented a WebScarab-like proxy for internal FDSW protocol in C#
- Created the FactSet Secure Memory Allocator for 64-bit Linux in C++ to detect memory errors
- Managed numerous summer interns and their projects

♦ University of New Haven ♦ New Haven, CT

Associate Professor: January '09 – May '10

- Taught Computer Security course in the School of Criminal Justice
- Created the entire curriculum for Computer Security course

EDUCATION**♦ Purdue University ♦ West Lafayette, IN**

- Ph.D.: Computer Science: May 2007
- Dissertation: Dynamic Cryptographic Hash Functions
- Adviser: Samuel S. Wagstaff, Jr.

♦ Purdue University ♦ West Lafayette, IN

- Masters of Science: Computer Science: December 2005

♦ Rensselaer Polytechnic Institute ♦ Troy, NY

- BS: Computer Science & Information Technology: May 2003

PUBLICATIONS

“Methods, Systems and Computer-Readable Media for Compressing Data”. U.S. Patent 7705753, April 2010

“Methods for Categorizing Input Data”. U.S. Patent 7748036, June 2010

“Making Large Hash Functions From Small Compression Functions”. Cryptology ePrint Archive, June 2007

“Making the Kernel Responsible: A New Approach to Detecting & Preventing Buffer Overflows”. Third IEEE International Workshop on Information Assurance, 2005

Eric Cole, et al. *Network Security Bible* (Chapter 14). Wiley Publishing, Inc. Indianapolis, IN, 2005

ACTIVITIES

- Involved in the New Haven startup community including the New Haven Startup Tour
- ASF Committer: Commons, HTTP Components
- Gamma Nu Eta Member
- Upsilon Pi Epsilon Member
- Eagle Scout
- Homebrewer

ONLINE PRESENCE

- <https://ctnext.com/event/new-haven-startup-tour/>
- <https://github.com/wspeirs>
- <http://www.rust-compare.com/>
- <http://stackoverflow.com/users/3723253/wspeirs>
- <http://blog.metrink.com/>

VII.A

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

PLEASE PRINT

PERSONAL/FAMILY ☒
COMPANY/BUSINESS ☐
NON-PROFIT (501 C3) Yes ☐ No ☒

ORGANIZATION NAME: Light for Kara - Lauren Shrager

NAME OF BENEFICIARY: Mattaponi / PSI CT Is this an Annual Event: Yes ☒ No ☐ # of years 2

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

YOUR NAME: Lauren Shrager TITLE: _____

ADDRESS: 5 Moorland Rd. E-MAIL ADDRESS: Lauren.Morrison.Shrager@gmail.com

CITY: Thimball STATE: CT ZIP CODE: 06611

HOME PHONE: 203-984-2765 BUSINESS PHONE: _____ CELL: _____

FACILITY REQUESTED: Chf Pasture Beach FACILITY & EVENT INFORMATION # OF PARTICIPANTS 350

EVENT: Light for Kara SK DATE REQUESTED: 8/25/2019

SET UP TIME: 6am STARTING TIME: 8 AM BREAKDOWN TIME: 11 AM END TIME: 1 PM RAIN DATE: N/A

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

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

SERVING FOOD: YES ☒ ARE YOU USING A FOOD TRUCK? YES ☒ 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: JB DATE: 11/14/2019

OFFICE USE ONLY

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

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

PLEASE PRINT

PERSONAL/FAMILY _____

COMPANY/BUSINESS ☒ _____

ORGANIZATION NAME: Ninety 9 Bottles Events

NON-PROFIT (501C3) Yes ☒ No _____

NAME OF BENEFICIARY: _____ Is this an Annual Event: Yes ☒ No _____ #of years 60

NAME OF CORPORATE OFFICER AUTHORIZED

TO EXECUTE THE LICENSE AGREEMENT: _____ TITLE: _____

YOUR NAME: Kym Soleng TITLE: Event Organizer

ADDRESS: 19 Midrockes Dr E-MAIL ADDRESS: KSOOSUS@yahoo.com

CITY: Norwalk STATE: _____ ZIP CODE: 06851

HOME PHONE: _____ BUSINESS PHONE: _____ CELL: 203 644 5214

FACILITY REQUESTED: Oyster Shell Park FACILITY & EVENT INFORMATION
OF PARTICIPANTS 1200

EVENT: Draft Beer Festival DATE REQUESTED: 6/1/19

SET UP TIME: 10 am STARTING TIME: 2pm BREAKDOWN TIME: 5pm ENDTIME: 8pm RAIN DATE: NO
(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?
ARE YOU REQUESTING TO SOLICIT CONTRIBUTIONS AT YOUR EVENT?
ARE YOU REQUESTING TO SELL FOOD, BEVERAGES, GOODS OR WARES?
WILL YOU BE USING TEMPORARY ELECTRICAL RESOURCES?

☒ YES ☐ NO
☒ YES ☐ NO
☒ YES ☐ NO
☒ 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: Kym Soleng DATE: 2/6/19

OFFICE USE ONLY

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

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

PLEASE PRINT

ORGANIZATION NAME: TRIANGLE COMMUNITY CENTER, Inc. PERSONAL/FAMILY _____
COMPANY/BUSINESS _____
NON-PROFIT (501C3) Yes ☒ No _____
NAME OF BENEFICIARY: TRIANGLE COMMUNITY CENTER Is this an Annual Event: Yes ☒ No _____ # of years 6
NAME OF CORPORATE OFFICER AUTHORIZED TO EXECUTE THE LICENSE AGREEMENT: BRAD MCKINNEY TITLE: BOARD PRESIDENT
YOUR NAME: BRAD MCKINNEY TITLE: BOARD PRESIDENT
ADDRESS: 650 WEST AVENUE E-MAIL ADDRESS: brad@ctpridecenter.org
CITY: NORWALK STATE: CT ZIP CODE: 06850
HOME PHONE: 214-708-5080 BUSINESS PHONE: 203-853-0600 CELL: 214-708-5080

FACILITY REQUESTED: MATHEWS PARK # OF PARTICIPANTS 4,500
EVENT: PRIDE IN THE PARK DATE REQUESTED: JUNE 8, 2019
SET UP TIME: 6 AM STARTING TIME: 12 P BREAKDOWN TIME: 8 PM END TIME: 10 PM RAIN DATE: JUNE 9, 2019
(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: 6-8 TRUCKS, DEPENDS ON THOSE WHO APPLY
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: Brad McKinney DATE: 12/19/2018

OFFICE USE ONLY

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

RECREATION AND PARKS SHOWMOBILE
2019 - 2020 RENTAL APPLICATION FORM

APPLICATION

NAME OF ORGANIZATION: TRIANGLE COMMUNITY CENTER
REPRESENTATIVE NAME: BRAD MCKINNEY
ADDRESS: 650 WEST AVENUE
EMAIL: brad@ctpridecenter.org
CITY: NORWALK CT 06850
BUSINESS PHONE: 203-853-0600 REPRESENTATIVE PHONE: 214-708-5080
RENTAL DATES: JUNE 8, 2019 TIME: 12P - 3P
LOCATION OF RENTAL: MATHEWS PARK 295 WEST AVENUE NORWALK
PURPOSE OF RENTAL: PRIDE IN THE PARK
INSURANCE COVERAGE: HARTFORD INSURANCE \$4M ~~SHOFF~~ DARRY AGENT
FEE: _____ DEPOSIT: _____ BOND: _____
APPLICANT SIGNATURE: Brad McKinney DATE: 12/19/2018
APPROVED BY: _____ DATE: _____
COMMITTEE APPROVAL: _____ DATE: _____

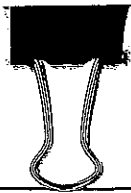
POLICY

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 tape 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 \$500.00 for Norwalk based non-profit organizations and \$700.00 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



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

PLEASE PRINT

PERSONAL/FAMILY _____
COMPANY/BUSINESS _____
ORGANIZATION NAME: The Leukemia and Lymphoma Society, Inc. NON-PROFIT (501C3) Yes X No _____

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

NAME OF CORPORATE OFFICER AUTHORIZED
TO EXECUTE THE LICENSE AGREEMENT: Gordon Miller Jr TITLE: SVP, Finance and Comptroller

YOUR NAME: Gina DeStaffany TITLE: Operations and Logistics Manager

ADDRESS: 3 Landmark Square, Suite 330 E-MAIL ADDRESS: gina@bounceaustin.com

CITY: Stamford STATE: CT ZIP CODE: 06901

HOME PHONE: _____ BUSINESS PHONE: 512-524-2953 x 104 CELL: 512-940-3994

FACILITY & EVENT INFORMATION

FACILITY REQUESTED: Calf Pasture Beach and Taylor Farm Parking # OF PARTICIPANTS 1000

EVENT: Leukemia and Lymphoma Society's Light the Night DATE REQUESTED: Setup 11/1/2019 Event Day 11/2/2019

SET UP TIME: 11/1 at 9am STARTING TIME: 11/2 at 5pm BREAKDOWN TIME: 11/2 at 8pm END TIME: 11/2 at 11pm RAIN DATE: _____
(RAIN DATE FOR BEACH RENTALS ONLY)

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

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

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

ARE YOU REQUESTING A TENT? YES X 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?
ARE YOU REQUESTING TO SOLICIT CONTRIBUTIONS AT YOUR EVENT?
ARE YOU REQUESTING TO SELL FOOD, BEVERAGES, GOODS OR WARES?
WILL YOU BE USING TEMPORARY ELECTRICAL RESOURCES?

YES	☐	NO	☒
YES	☒	NO	☐
YES	☐	NO	☒
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 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 AND ADHERED TO

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: Gina DeStaffany DATE: 2/8/2019

OFFICE USE ONLY

RECREATION & PARK COMMITTEE APPROVAL:	DATE TO COMMITTEE: <u>3/19/19</u>	YES _____	NO _____	N/A _____
COMMON COUNCIL APPROVAL:	DATE TO COMMITTEE: _____	YES _____	NO _____	N/A _____

RECREATION AND PARKS SHOWMOBILE

2019 - 2020 RENTAL APPLICATION FORM

APPLICATION

NAME OF ORGANIZATION: LEUKEMIA & LYMPHOMA SOCIETY
 REPRESENTATIVE NAME: GINA DESTAFFANY
 ADDRESS: 3 LANDMARK SQ. #330
 EMAIL: gina@bouncelaustin.com
 CITY: STAMFORD, CT 06901
 BUSINESS PHONE: _____ REPRESENTATIVE PHONE: 512-940-3994
 RENTAL DATES: NOV. 1st & 2nd, 2019 TIME: NOV 1st 9am - NOV 2nd 11pm
 LOCATION OF RENTAL: TAYLOR FARM PARK
 PURPOSE OF RENTAL: STAGE FOR FUNDRAISER/WALK EVENT
 INSURANCE COVERAGE: _____
 FEE: \$500 DEPOSIT: \$100 BOND: _____
 APPLICANT SIGNATURE: [Signature] DATE: 3/5/19
 APPROVED BY: _____ DATE: _____
 COMMITTEE APPROVAL: _____ DATE: _____

POLICY

A. USE OF SHOWMOBILE

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2. Organizations using the Showmobile will not be allowed to mask any logo or any other portion on or in the Showmobile, nor can tape 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 \$500.00 for Norwalk based non-profit organizations and \$700.00 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).

III.B

AGENDA

MARCH 14, 2019

CLAIMS COMMITTEE MEETING

REFUNDS PROCESSED CLAIMS COMMITTEE

APPROVED BY TAX COLLECTOR

<u>PAY TO:</u>	<u>BILL No & AMOUNT REFUNDED</u>	<u>REASON</u>
AGUILAR-VEGA CARLOS A	16-MV-301025 (\$87.75)	PRORATION
	17-MV-301191 (\$21.49)	PRORATION
ALONZO-CHINCHILLA EULOGIO	17-MV-301809 (\$42.70)	PRORATION
BENENSON ADAM SH	17-MV-401246 (\$46.36)	PRORATION
BHATTI NIDA A	17-MV-305880 (\$147.79)	PRORATION
BIRNBAUM JANE	17-MV-306038 (\$224.29)	PRORATION
BOCCANFUSO ALMERICO	17-MV-401427 (\$559.90)	PRORATION
BRODNAX CARL	17-MV-401630 (\$86.46)	PRORATION
BROWN THOMAS	17-MV-401692 (\$24.70)	PRORATION
CAB EAST LLC	15-MV-308292 (\$482.60)	PRORATION
	16-MV-308603 (\$211.80)	PRORATION
	16-MV-308662 (\$372.27)	PRORATION
DOTEL LUIS ARMONDO	17-MV-404132 (\$90.73)	ABATEMENT
ESANNASON DEBORAH	17-MV-404786 (\$142.23)	DUPLICATE BILL
FINANCIAL SERV VEH TRUST	15-MV- SEE BACK UP (\$8076.78)	PRORATIONS
	16-MV- SEE BACK UP	ABATEMENTS
	17-MV- SEE BACK UP	
FINANCIAL SERV VEH TRUST	16-17-MV-SEE BACK UP (\$8932.95)	PRORATION
FINANCIAL SERV VEH TRUST	16-MV-322060 (\$300.88)	PRORATION
FINANCIAL SER VEH TRUST	17-MV-322415 (\$246.86)	PRORATION
GALVEZ-GONILLA YESSSENIA ZULAY	17-MV-324574 (\$28.47)	PRORATION
GONZALEZ JUAN CARLOS	17-MV-326773 (\$61.23)	PRORATION
HAAN AUTO TRUST	17-MV-328313 (\$119.04)	PRORATION
HODES RITA L	17-MV-330279 (\$33.43)	PRORATION
HONDA LEASE TRUST	17-MV-406991 (\$496.28)	PRORATION
HONDA LEASE TRUST	17-MV-330645 (\$142.24)	PRORATION

AGENDA

MARCH 14, 2019

CLAIMS COMMITTEE MEETING**REFUNDS PROCESSED CLAIMS COMMITTEE****APPROVED BY TAX COLLECTOR**

<u>PAY TO:</u>	<u>BILL No & AMOUNT REFUNDED</u>	<u>REASON</u>
HONDA LEASE TRUST	17-MV-331337 (\$141.12)	PRORATION
	17-MV-406963 (\$274.64)	PRORATION
JP MORGAN CHASE BANK NA	16-MV-407456 (\$227.50)	PRORATION
	16-MV-334759 (\$625.02)	PRORATION
JP MORGAN CHASE BANK NA	17-MV-334684 (\$384.59)	PRORATION
KOROSCIL MICHAEL VALENTINE	17-MV-408480 (\$127.03)	PRORATION
LESKO MICHAEL	17-MV-339164 (\$14.00)	PRORATION
LIU-HELISCH LANI	16-MV-405995 (\$20.00)	REV DMV EXP
LOCKWOOD JUSTIN V	17-MV-409039 (\$324.42)	PRORATION
	17-MV-409041 (\$489.45)	PRORATION
MAILLARD EDWARD	17-MV-409387 (\$361.87)	PRORATION
MARIA-TELLEZ MARITZA	17-MV-408769 (\$148.49)	PRORATION
MARIN VICTOR H	17-MV-341938 (\$17.99)	PRORATION
MIGLIETTA LISA C	16-MV-344476 (\$338.93)	PRORATION
MOVE AMERICA CORP	17-MV-346535 (\$158.48)	PRORATION
MUNOZ-SUAREZ MARLY	17-MV-346805 (\$51.24)	PRORATION
NAGLE JEFFREY CHARLES	17-MV-347165 (\$85.80)	PRORATION
NISSAN INFINITI LT	17-MV-348668 (\$513.45)	PRORATION
NISSAN INFINITI LT	17-MV-411086 (\$471.82)	PRORATION
NISSAN INFINITI	17-MV-348777 (\$174.27)	PRORATION
	17-MV-348889 (\$47.43)	PRORATION
NISSAN INFINITI LT	17-MV-348182 (\$166.71)	PRORATION
NORWALK INN AND CONFERENCE	17-MV-349194 (\$328.66)	PRORATION
PEREZ-VEGAS GLADYS CECILIA	17-MV-352495 (\$74.12)	PRORATION
PETERSON MARGARET ANN	17-MV-352748 (\$75.30)	PRORATION
REYES MERCEDES	17-MV-355618 (\$33.29)	PRORATION

AGENDA

MARCH 14, 2019

CLAIMS COMMITTEE MEETING

REFUNDS PROCESSED CLAIMS COMMITTEE

APPROVED BY TAX COLLECTOR

<u>PAY TO:</u>	<u>BILL No & AMOUNT REFUNDED</u>	<u>REASON</u>
ROBINSON ANGELA	17-MV-412774 (\$77.92)	PRORATION
	17-MV-412775 (\$182.02)	PRORATION
SRINIVAAN RAMESH	17-MV-362702 (\$123.71)	PRORATION
TOWNE COLLEEN ELIZABETH	17-MV-365956 (\$12.63)	PRORATION
VAULT TRUST	17-MV-415251 (\$405.12)	PRORATION
VW CREDIT LEASING LTD	17-MV-370911 (\$361.87)	PRORATION
WALLACE DANIEL KARLOS	17-MV-371085 (\$387.50)	PRORATION
 CORELOGIC TAX SERVICES		
ADD: 2 NUTMEG PL		DUP PAYMENT/
5-49-98-0	17-RE-104059 (\$3880.02)	OVER PAYMENT
 CORELOGIC TAX SERVICE		
ADD: 103 NEW CANAAN AVE		
5-50-1-0	17-RE-119613 (\$6926.64)	OVER PAYMENT
 CORELOGIC TAX SERVICE		
ADD: 246 ROWAYTON AVE		DUP PAYMENT/
6-23B-8-0	16-RE-114279 (\$6990.10)	OVER PAYMENT
 DBI DEVELOPMENT LLC		
ADD: 17 ASSISSI WAY		
5-16-170-0	17-RE-105822 (\$238.06)	OVER PAYMENT

AGENDA

MARCH 14, 2019

CLAIMS COMMITTEE MEETING

REFUNDS PROCESSED CLAIMS COMMITTEE

APPROVED BY TAX COLLECTOR

<u>PAY TO:</u>	<u>BILL No & AMOUNT REFUNDED</u>	<u>REASON</u>
PATRIOT BANK ADD: 1 DEANE ST 6-31-39-0	17-RE-123109 (\$1343.20)	OVER PAYMENT
WELLS FARGO REAL ESTATE TAX SERV ADD: 71 AIKEN ST I/14 5-21-382-I/14	16-RE-121189 (\$2648.00)	DUP PAYMENT/ OVER PAYMENT
WELLS FARGO REAL ESTATE TAX SERV ADD: 71 AIKEN ST 3/3 5-21-382-3/3	16-RE-121188 (\$122.99)	DUP PAYMENT/ OVER PAYMENT
 <u>SPECIAL REQUESTS:</u>		
CAB EAST LLC	16-MV-SEE ATTACHED (\$21,919.58) 17-MV-	PRORATION/ OVER PAYMENT
CP IV WAYPOINTE BP I LLC ADD: 515 WEST AVE 1-21-10-0	17-MV-106063 (\$156,667.10)	OVER PAYMENT
SHULLMAN DIANE TRUSTEE ADD: 275 MAIN AVE 5-47-9-0	17-RE-124556 (\$31,547.10)	DUP PAYMENT/ OVER PAYMENT

FINACIAL SER VEH TRUST

BILL #	PLATE #	VIN#	AMOUNT
15-404691	AF22107	WBA4B3C59GG528994	\$ 252.68
15-321268	AA49547	WBA4B3C55FGV48254	\$ 322.08
15-321613	3ADBP3	WBA3B5G5XDNS05983	\$ 568.60
15-404845	112ZXX	WBA3B5G58FNS18802	\$ 396.14
15-321326	2ALRL8	WBA3B5C54EF599286	\$ 588.34
15-404789	446UFC	WBA8B7C54GK702508	\$ 635.52
15-321397	6AVA7	5UXWX9C53E0D35392	\$ 643.47
15-321699	177LDX	WBA3C3G50ENS69856	\$ 512.46
16-322272	3AMAT5	WBA3B5G56ENS11023	\$ 40.79
16-322412	AF51454	WMWXP5C50H3B77737	\$ 76.22
16-404689	4ABNV9	WMWWG5C56H3C19999	\$ 213.25
16-322142	AB87827	WBA8F1C56GK438550	\$ 71.33
16-322190	7AJVM9	WBA3C3C55EP662570	\$ 111.17
16-322055	850TVG	WBAVL1C57FVY28551	\$ 133.50
16-322198	5AKGV7	WBA3V9C58EPR69650	\$ 309.39
16-322502	896XWK	WBAKP9C59ED693356	\$ 521.17
16-322383	5AKUK6	WBAVL1C56FVY26919	\$ 177.83
16-322384	3AHSL1	WBA3B5G56ENS08090	\$ 163.63
17-322509	3AHSL1	WBA3B5G56ENS08090	\$ 467.55
17-322713	1AXAN4	WBA3B5G50FNS12637	\$ 123.43
17-322359	634ZFO	5UXKROC50F0K71749	\$ 198.94
17-322723	7AWDJ5	WBA3B5C50FF960031	\$ 82.44
17-322730	3AWWM2	5UXWX9C57G0D70794	\$ 163.48
17-322257	AB84835	WBA3B5G51FNS18222	\$ 40.99
17-322372	AA81617	WBA3T7C56F5A37067	\$ 794.83
17-322547	AG16461	WBA3B3G57ENR84927	\$ 467.55
TOTAL			\$ 8,076.78

FINACIAL SER VEH TRUST

BILL #	PLATE #	VIN#	AMOUNT
16-322120	286SMJ	WBA6B4C54ED098918	\$ 989.22
16-322128	589LEO	WBAKF9C53DE672689	\$ 566.85
16-322184	477LEP	WBA3B5G51ENS07901	\$ 40.79
16-322196	0ADBP3	WBAVL1C5XEYV14013	\$ 499.60
16-322223	907ZPM	WBA3B5G57ENS09829	\$ 122.85
16-322293	725WXA	WBA5B3C56ED537509	\$ 253.56
16-322361	2AHSL4	WBA3B5C56EP541299	\$ 286.48
16-322416	2ADMM8	WBAXH5C58DD113668	\$ 440.98
16-322495	1AFLN5	WBA3C3G51ENS67128	\$ 333.48
16-322587	446MPZ	WBA3B9G56DNR90218	\$ 410.64
16-322627	3AKW7	WBAFV3C54ED686268	\$ 190.74
17-322199	AA50137	WBA3B5G54FNS20076	\$ 40.99
17-306304	AC05954	WBA3A5G53ENP33790	\$ 363.24
17-322229	4APSD2	WBA3B5C5XFF960117	\$ 287.85
17-322254	9AMVA7	WBA3D5C5XEKX97291	\$ 444.40
17-322286	AH54473	WBA1F5C54FV343524	\$ 157.13
17-322383	311ZHB	5UXKR0C50F0P03109	\$ 463.95
17-322403	2ARVA9	WBA5A7C58FD623335	\$ 255.73
17-322405	468XVL	WBA3B9G58FNR92863	\$ 410.73
17-322410	620ZFO	5UXKU2C59F0N75849	\$ 662.87
17-322453	AG56703	WBA3B5G58FNS17780	\$ 329.30
17-322462	9ATBE6	WBA3B5G50FNS18194	\$ 411.28
17-322483	222ZEL	WBA5B3C56FD542498	\$ 479.90
17-322492	1APSD7	WBA3B9G51FNR93563	\$ 410.73
17-322719	555ZHH	WMWXS5C57FT830248	\$ 79.66
TOTAL			\$ 8,932.95



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

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

125 East Avenue Room 105
Norwalk, Connecticut 06851
www.norwalkct.org

To: Mayor Harry Rilling; Board of Estimate and Taxation; Finance & Claims Committee
From: Lisa Biagiarelli, Tax Collector
Date: March 11, 2019
Re: Narrative for February, 2019 Tax Collector's Report

As of the end of February 2019, two thirds of the way through the current fiscal year, we had collected more than \$317 million, or **97.56%** of our \$325 million adjusted tax levy. In addition, as of the end of February, 2019, we collected more than \$15.8 million of our sewer use levy, or **97.49%**. We also collected 86.14% of the year's IPP (Industrial Pretreatment Program) fee on behalf of the Water Pollution Control Authority.

Compared with the prior fiscal year, we are slightly behind with regard to both current taxes (-0.41%) and sewer use (-0.16%). As expected, having concluded the month of February and posted all the payments received at the end of this collection cycle, we did overcome the significant variance that we had reported in the January 2019 end of month report. We are now able to better assess where we stand compared with the prior year, and are on target to achieve our current budgeted collection goals for the fiscal year ending in June, 2019.

Through the month of February 2019, we showed a net collection of nearly \$3.7 million in back taxes, interest, lien fees and other fees. This amount is \$784,894 more than what had been collected in the prior fiscal year as of the end of February. The July 2018 tax sale contributed to robust delinquent collections at the end of the prior fiscal year, and the beginning of this current one. Note that our figures are *net of refunds and credits* that have to be given due to court cases where taxpayers successfully appealed their assessment and were due money back.

We issued demand for payment notices (delinquent notices) at the end of February, and are planning to file lien continuing certificates for outstanding 2017 grand list accounts at the end of this week.

We are still dealing with paperwork relative to July 23, 2018 tax sale. Last month, we turned over to the Superior Court \$816,322 in overbid, or surplus funds, collected at the tax sale on the properties that ultimately were deeded over. Those funds will be reclaimed by the former owners of, or by parties that held liens on, those properties. Ultimately, we collected in excess of \$5 million for the city at this tax sale. It should be noted that only about 3% of the properties included in the tax sale ultimately were sold. 97% of the properties were retained by their owners. Our next sale will be in July 2020 and we will start planning for that sale in November 2019. Our FYE 2020 budget submission currently under review includes a request for funding for that tax sale.

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

**TAX COLLECTOR'S REPORT
FEBRUARY 2019**

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

	ADJ. TAX COLLECTIONS		COLLECTION %	CORRECTED LEVY*	CHANGE IN LEVY	COLLECTION %
	ORIGINAL LEVY	JUN 18 - FEB 19				
AUTOMOBILE-REGULAR	\$19,785,892.64	\$17,965,353.98	90.80%	\$19,428,267.15	(\$367,625.49)	92.47%
AUTOMOBILE-SUPPLEMENTAL	\$3,590,970.07	\$2,753,174.70	76.67%	\$3,529,762.60	(\$61,207.47)	78.00%
PERSONAL PROPERTY	\$21,248,718.54	\$20,500,650.64	96.48%	\$21,241,215.20	(\$7,503.34)	96.51%
REAL ESTATE	\$280,979,420.26	\$276,095,142.64	98.26%	\$281,034,567.11	\$55,146.85	98.24%
TOTAL TAX	\$325,606,001.51	\$317,314,331.96	97.45%	\$325,233,812.06	(\$371,189.45)	97.56%
SEWER USE	\$15,844,431.00	\$15,864,403.00	100.13%	\$16,272,214.00	\$427,783.00	97.49%
IPP FEE	\$207,250.00	\$178,736.35	86.24%	\$207,500.00	\$250.00	86.14%

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

	JUN 17 - FEB 18		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%	\$3,239,826.09	(\$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	(\$76,608.72)	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%

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

	\$13,310,046.91	\$12,191,101.09	-0.25%	\$13,791,435.10	\$481,388.19	-0.41%
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SEWER DIFFERENCE 2017 G.L. vs. 2016 G.L.
INCREASE/(DECREASE)

	\$472,779.00	\$726,158.38	1.64%	\$770,388.00	\$297,609.00	-0.16%
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IPP DIFFERENCE 2017 G.L. vs. 2016 G.L.
INCREASE/(DECREASE)

	\$3,000.00	(\$5,785.90)	-4.10%	(\$7,250.00)	(\$10,250.00)	0.21%
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BACK TAXES COLLECTED

	FISCAL YR 2018-2019 (JUL 18 - FEB 19)	FISCAL YR 2017-2018 (JUL 17 - FEB 18)	CUR YR vs. PRIOR YR INC/(DEC)
PRIOR TAXES	\$1,935,646.46	\$1,744,528.92	\$191,117.54
PRIOR SEWER USE FEE	\$261,938.51	\$2,205.88	\$259,732.63
PRIOR IPP FEE	\$11,374.91	\$7,903.86	\$3,471.05
TOTAL PRIOR TAX, SEWER & IPP	\$2,208,959.88	\$1,754,638.66	\$454,321.22
CURRENT INTEREST	\$490,843.45	\$449,624.61	\$41,018.84
PRIOR INTEREST	\$557,267.36	\$534,102.32	\$23,165.04
SEWER USE FEE INTEREST	\$50,067.52	\$52,592.84	(\$2,525.32)
IPP FEE INTEREST	\$6,896.82	\$4,457.52	\$2,439.30
TOTAL INTEREST COLLECTED	\$1,104,875.15	\$1,040,777.29	\$64,097.86
PRIOR LIEN FEE	\$10,086.21	\$10,161.06	(\$74.85)
CURRENT LIEN FEE	\$0.00	\$0.00	\$0.00
TOTAL LIEN FEE COLLECTED	\$10,086.21	\$10,161.06	(\$74.85)
MISC FEES COLLECTED**	\$371,730.66	\$105,181.32	\$266,549.34
TOTAL PRIOR TAX, ALL INTEREST & ALL FEES	\$3,695,651.90	\$2,910,758.33	\$784,893.57

* CORRECTED LEVY INCLUDING CERTIFICATES OF CORRECTION

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

**SECTION A
OTHER BUSINESS**

City of Norwalk Board of Estimate and Taxation
March 4, 2019

2. Special Appropriations Agenda

Advertised items:

FY 2018-19:

1. RESOLVED that a sum not to exceed \$8,246 be and the same is hereby transferred to the Police Department Special Services division. The funds will be allocated to Revenues (Account #01-3010-4807) and expenditure account (Account #01-3042-5327).
2. RESOLVED, that a sum not to exceed \$68,000 be and the same is hereby transferred from Contingency (Account #01-9600-5900) to the Operations and Public Works Department to cover Salt and Chemical Supplies. (Account #01-4025-5322).

*approved
approved*

Maddox, Simona

From: Peloso, Stephen
Sent: Tuesday, January 8, 2019 11:57 AM
To: Maddox, Simona
Cc: De Jesus, Marlana; Doolmo, Michael
Subject: Police Dept Fund Appropriations

I have also posted funds in the amount of \$8,246.14 to account 013010-4807 dated 11/29/2018. Please appropriate these funds to account 013042-5327.

Thank you.

Cordially,

Stephen M. Peloso
Accountant



Office of the Comptroller
City of Norwalk, Connecticut
Office: (203) 854-7273
Fax: (203) 854-7710
Email: SPeloso@norwalkct.org

2/25/2019

<https://websterweblink.com/s1gob/bank/common/image/user/retrieveImage?seqNum=MzA0ODA5NzA3MA==&acctObjecId=NTkwMg==...>

Webster Bank OFFICIAL CHECK 0002008869

145 Bank St.
Waterbury, CT 06702 00242 10B742 11/01/2018

*****\$3,030.00

PAY TO THE ORDER OF THE NORWALK POLICE DEPARTMENT

3,030 DOLLARS AND 00 CENTS

10002008869 123456789010110 0010200104

FOR DEPOSIT ONLY

CONTRIBUTION ONLY

MEMBER OF THE

Webster Bank

10002008869

123456789010110

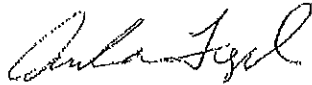
0010200104



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

P: 203-854-7870 / F: 203-854-7848
125 East Avenue, PO BOX 5125
Norwalk, CT 06856-5125

MEMORANDUM

DATE: March 4, 2019
TO: Harry Rilling, Mayor
The Members of the Board of Estimate & Taxation
FROM: Angela Fogel, Director Management & Budgets 
RE: Operations & Public Works Special Appropriation

Attached is a request from the Operations and Public Works department for a special appropriation in the amount of \$68,000. The Operations and Public Works Department's salt account is expected to have a deficit of \$68,000 by year end due to increased cost from \$81.82 to \$82.57 per ton as well as increased salt use related to this season's high number of ice storms. The proportion of ice versus snow storms significantly affects salt usage. Also, salt stores at the beginning of the season were below prior years' beginning supplies.

This appropriation will be funded with a transfer from contingency account number 01-9600-5900 to account number 01-4025-5322, Chemical Supplies.

Finance recommends the approval of this request.

ACTION REQUESTED:

1. **RESOLUTION:** Approve special appropriations in the amount of \$68,000 to Operations and Public Works account 01-4025-5322, Chemical Supplies, with a transfer from contingency account 01-9600-5900.



DEPT. OF PUBLIC WORKS
PUBLIC WORKS CENTER

Date: February 22, 2019

To: Angela Fogel, Director of Management and Budgets

From: Chris Torre, Superintendent of DPW Operations

RE: Special Appropriation

We are requesting a special appropriation in the amount of \$68,000 to cover the shortfall in the road salt account (014025-5322) for the 2018/19 winter season. The deficit in this account is due to an increase in cost from \$81.82 to \$82.57 per ton as well as an increase in usage due to the number of ice storms which has a greater impact on the use of road salt. The higher the ice totals in contrast to snow, increases salt use dramatically.

We average between ten and fifteen winter weather events a season and we are on number eleven today and tonight. Through the first ten storms DPW has used 1744 tons of salt at a cost of \$144,031.81 (this does not factor in salt use by other departments such as Laz, Parks, Housing Authority, and the Fire Dept.). Our initial salt purchase at the beginning of the season was for 2500 tons of salt, at a cost of \$206,442. In addition, we purchased Magnesium Chloride for \$3200.00 which we pre-wet the salt with prior to the salt hitting the road.

We did not start this season with the same amount we have started with in years past (1800 tons). I hope that the rest of the winter proves to be a non-issue in terms of materials use. I cannot accurately forecast what our materials surplus will be at the end of this winter season. I have cautioned lowering the materials budget in the past. In 2016 our budget was \$425,000, and last year was \$325,000 which was exceeded by \$50,000.

ACTION REQUESTED:

Authorize a special appropriation from contingency in the amount of \$68,000 for the Department of Public Works for a shortage in the road salt account.

**SECTION C
OTHER BUSINESS**

**City of Norwalk Board of Estimate and Taxation
March 4, 2019**

4. Other Business (Section C)

- Approved*
- Approved*
- Approved*
1. RESOLUTION, requesting a special capital appropriation in the amount of \$188,413 to the Recreation and Parks Department to fund the purchase and installation of playground equipment at the corner of Day and Raymond Streets. (Account #0919-6030-5777-C0364).
 2. RESOLUTION: approving a special capital appropriation in the amount of \$67,500 to the Historical Commission for water line replacement at Mathews Park. (Account 0918-6310-5777-C0132).
 - 2.2 RESOLUTION: Authorize the issuance of \$67,500 of General Obligation Bonds of the City of Norwalk to fund the Historic Commission appropriation for water line replacement at Mathews Park.



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

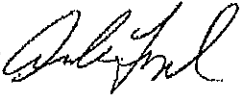
P: 203-854-7870 / F: 203-854-7848

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

MEMORANDUM

DATE: March 4, 2019

TO: Harry Rilling, Mayor
The Members of the Board of Estimate & Taxation
The Members of the Planning Commission
The Members of the Common Council

FROM: Angela Fogel Director, Management & Budgets 

RE: Recreation & Parks Special Capital Appropriation

Attached is a request from the Recreation & Parks Department for a special capital appropriation totaling \$188,413 to fund the purchase and installation of playground equipment at the corner of Day & Raymond streets. The project is related to the Redevelopment Department's recently completed Day & Raymond infrastructure project account number 0917 0910 5777 C0560. The playground project will be implemented through the Recreation & Parks department in order to take advantage of direct purchase manufacturer discounts and eliminate contractor mark-up. The Raymond Day infrastructure project number 0917 0910 5777 C0560 was fully bonded. As such, the balance of \$188,413 will be transferred to Capital Fund balance upon closure of the project. Funding will be provided through unspent funds from the Day & Raymond project that will return to the Capital Fund balance upon closure of the project. Reallocating these funds is consistent with the city's requirements related to the use of unspent project balances.

The closure of the Day & Raymond infrastructure project will increase the Capital Fund balance by \$188,413. Funds for this special capital appropriation in the amount of \$188,413 will be drawn down from the Capital Fund balance. As such, this request will not require bond approval and along with the unspent balances from the Day & Raymond project, will not have a net effect on the Capital Fund balance.

The Finance Department recommends the approval of this Special Capital Appropriation request.

ACTION REQUESTED:

1. RESOLUTION: Approve special capital appropriations totaling \$188,413 to increase the available balance in Recreation & Parks account 09-196030 5777 C0364 to fund the purchase and installation of playground equipment at the corner of Day & Raymond streets. The funds will be drawn down from the balance in the Capital Fund.



CITY OF NORWALK
Office of the Mayor

P: 203-854-7701 / F: 203-854-7939

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

MEMORANDUM

DATE: March 4, 2019

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

FROM: Harry Rilling, Mayor

RE: Recreation & Parks Special Capital Appropriation

Attached is a request from the Recreation & Parks department for \$188,413 of supplemental appropriations for the purchase and installation of playground equipment at the corner of Day & Raymond streets. This project will continue the committed investment in the Day and Raymond Street area of the Choice Neighborhoods District and make use of unspent funds from the Day & Raymond infrastructure improvement project.

ACTION REQUESTED:

1. **RESOLUTION:** Approve special capital appropriations totaling \$188,413 to increase the available balance in Recreation & Parks account 09-196030 C0364 to fund the purchase and installation of playground equipment at the corner of Day & Raymond streets. The funds will be drawn down from the balance in the Capital Fund.



CITY OF NORWALK
Recreation and Parks Department
125 East Avenue, Room 129
PO BOX 5125
Norwalk, CT 06851-5125

Date: February 28, 2019
To: Angela Fogel, Director of Management and Budgets
From: Ken Hughes, Interim Director Recreation & Parks
Re: Special Appropriation

We are requesting a Special Appropriation in the amount of \$188,143 to fund the purchase and installation of playground equipment at the corner of Day & Raymond Streets. The direct purchase of the playground equipment was always intended to be outside of the contract bid for the Ryan Park Improvement Project in order to take advantage of the manufacturer discounts awarded to the State for municipal projects and also to eliminate the contractor mark-up.

The Ryan Park Improvements are a budget line item in the Choice Neighborhoods Implementation HUD grant in the amount of \$110,000 Design Services (expended) and \$1,090,000 Capital Costs. In the process of the environmental reviews required by HUD (funded through an EPA grant), the contaminant levels were significantly higher than anticipated. A \$2,000,000 State grant was received for remediation and \$800,000 was transferred from project Capital Costs. Preparing the site for the improvements depleted the project account significantly and reallocations of Choice funding from other budget line items has been required.

The Day Raymond project was also a component of the Choice Neighborhoods Initiative to raise the public roads and sidewalks to an elevation 12 out of the flood plain also required the adjacent parcels, including Ryan Park, to meet that elevation as well. In addition, the Day Raymond State DOH funders required a path of dry egress for the newly constructed residences which was done within the Ryan Park remediation project as a companion piece to the Choice Neighborhoods flood mitigation. The Day Raymond Infrastructure project has been closed and project accounts unencumbered leaving a current fund balance of \$188,413 which we are requesting be reallocated to the Ryan Park Improvements for the purchase and installation of play equipment.

ACTION REQUESTED:

Authorize a special appropriation totaling \$188,413 to increase the available balance in Recreation & Parks account 0919-6030-5777-CO364 to fund the purchase and installation of playground equipment in Ryan Park at the corner of Day & Raymond Streets.



Project Name: Ryan Park Improvements
 Subject: Construction Documents - Option of Probable Cost
 122310557

ESTIMATED BY / DATE: JMW/12-14
 CHECKED BY / DATE: JMW/12-14
 REVISION BY / DATE: JMW/12-14
 CHECKED BY / DATE: JMW/12-14

RYAN PARK SITE IMPROVEMENTS

ITEM DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	TOTAL	COMMENTS
General	1	EA	\$ 5,000.00	\$ 5,000	
Mobilization	500	LF	\$ 37.00	\$ 18,500	
Temporary Moveable Construction Fence				\$ 23,500	Subtotal
Site Preparation					
8'x Fence & Haybales	650	LF	\$ 18.00	\$ 11,700	
Anti-Inching Pad	2	EA	\$ 400.00	\$ 800	
6'x Backs	4	EA	\$ 100.00	\$ 400	
				\$ 12,900	Subtotal
Pavements, Curb and Walls					
Concrete Pavement - Path/Pads	5,175	SF	\$ 8.00	\$ 41,400	
Concrete Pavement - Splash Pad	687	SF	\$ 4.00	\$ 2,748	
Concrete Pavement - Basketball Court	110	YON	\$ 150.00	\$ 16,500	
Concrete Pavement - Basketball Court	610	SY	\$ 20.00	\$ 12,200	
6" Finish Concrete Curb - Play Area and Fitness Station	350	LF	\$ 28.00	\$ 9,800	
Concrete Slope at Basketball	1	EA	\$ 5,000.00	\$ 5,000	
Concrete Slope at Basketball	61	LF	\$ 148.00	\$ 8,928	
Concrete Walls					
Concrete Pavers on Runaround Building Bed	2,395	SF	\$ 19.00	\$ 45,505	
Processed Aggregate Base	913	CY	\$ 85.00	\$ 77,605	
Stone Aggregate Base	184	CY	\$ 65.00	\$ 11,960	
				\$ 203,023	Subtotal
Furnishings, Accessories and Finishes					
6' Backed Bench	9	EA	\$ 2,200.00	\$ 19,800	
6' Backless Bench	7	EA	\$ 2,200.00	\$ 15,400	
Backless 4' Backed Bench	4	EA	\$ 300.00	\$ 1,200	
Rectangular Concrete Game Table	2	EA	\$ 300.00	\$ 600	
Water Fountain	3	EA	\$ 5,500.00	\$ 16,500	
BBQ Rack	12	EA	\$ 700.00	\$ 8,400	
Grass Seeding Block	6	EA	\$ 2,800.00	\$ 16,800	
Trash Receptacle	6	EA	\$ 2,200.00	\$ 13,200	
Steel Handrails	10	LF	\$ 200.00	\$ 2,000	
				\$ 85,900	Subtotal
Sports, Fitness and Play					
Basketball Goal	2	EA	\$ 4,000.00	\$ 8,000	
2 - 5 Year Play Equipment Install	1	LS	\$ 19,457.00	\$ 19,457	
5 - 12 Year Play Equipment Install	1	LS	\$ 58,837.00	\$ 58,837	
Fitness Equipment	1	LS	\$ 24,178.00	\$ 24,178	
Fitness Equipment	1	LS	\$ 11,870.00	\$ 11,870	
Freestanding Music Play Install					
PIP Safety Surface at Fitness	82	SY	\$ 99.00	\$ 8,118	
PIP Safety Surface at 2 - 5 Year (7' fall height)	120	SY	\$ 137.25	\$ 16,470	
PIP Safety Surface at 5-12 Year (8' fall height)	230	SY	\$ 155.25	\$ 35,708	
Play Area Drainage (hwy, stone, fabric, part, pipe)	3,164	SF	\$ 2.00	\$ 6,328	
				\$ 180,832	Subtotal
Structures					
Shade Structure (Aluminum)	1	LS	\$ 75,000.00	\$ 75,000	
				\$ 75,000	Subtotal
Utilities / Drainage					
Foundation Light Pole (hwy, landscape and foundation)	3	LF	\$ 8,600.00	\$ 25,800	
Portable Water Service (piping)	602	LF	\$ 12.00	\$ 7,224	
Drinking Pipe Allowance	163	LF	\$ 55.00	\$ 8,965	
				\$ 39,989	Subtotal
Fencing					
Concrete Two-Row Fence	221	LF	\$ 85.00	\$ 18,785	
4" HT. Chain Link Fence on Curb	0	LF	\$ 100.00	\$ -	
10' HT. Chain Link Fence on Curb	160	LF	\$ 150.00	\$ 24,000	
				\$ 42,785	Subtotal
Landscaping					
Topsoil at Lawn Areas (6" depth)	1,112	CY	\$ 60.00	\$ 66,720	
Topsoil at Lawn Areas (6" depth)	125	CY	\$ 100.00	\$ 12,500	
CU Structural Soil	60,003	SF	\$ 0.35	\$ 21,001	
Lawn Seed	29	EA	\$ 800.00	\$ 23,200	
Ornamental Flowering Tree - Small	6	EA	\$ 1,500.00	\$ 9,000	
Ornamental Flowering Tree - Large	16	EA	\$ 1,500.00	\$ 24,000	
Shade Canopy Tree - Small	26	EA	\$ 1,400.00	\$ 36,400	
Shade Canopy Tree - Large				\$ 79,101	Subtotal
Add All Deductions					
Deduct Alternative #1 (trees)	0	EA	\$ (8,100.00)	\$ (8,100.00)	Estimated savings
Deduct Alternative #2 (gravel concrete block seating)	0	EA	\$ -	\$ -	Unable to access piling
Deduct Alternative #3 (2x2 wood concrete pavement)	0	EA	\$ (23,850.00)	\$ (23,850.00)	Estimated savings
				\$ 89,804	Total (without contingency)
GD Contingency (15%)				\$ 13,471	
TOTAL				\$ 1,034,774	
Play Equipment					
Splash Pad Equipment (mounts, elements, piping, wiring, sensor)	1	LS	\$ 29,162.00	\$ 29,162	
Musical Equipment	1	LS	\$ 11,870.00	\$ 11,870	
2 - 5 Year Play Equipment	1	LS	\$ 19,457.00	\$ 19,457	
5 - 12 Year Play Equipment	1	LS	\$ 58,837.00	\$ 58,837	
Equipment				\$ 119,346	

Project Number: RA2019-2 Bid Date: 2-28-2019
 Project Name: RYAN PARK IMPROVEMENTS

Item				Apparent Low Bidder		Second Bidder		Third Bidder		Engineer's Estimate	
Number	Description	Quantity	Unit	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
3.4502	RELOCATE CONCRETE GAME TABLE	2.0	EA	\$250.00	\$500.00	\$705.00	\$1,410.00	\$324.50	\$649.00	\$300.00	\$600.00
4.4000	RECLAIMED BROWNSTONE SEATING BLOCK (INSTALL ONLY)	5.0	HA	\$600.00	\$3,000.00	\$705.00	\$3,525.00	\$500.00	\$2,500.00	\$0.00	\$0.00
5.5214	EXTERIOR METAL HANDRAILS	18.0	LF	\$200.00	\$3,600.00	\$188.00	\$3,384.00	\$333.33	\$5,999.94	\$200.00	\$3,600.00
11.6816	2-5 YEAR PLAY EQUIPMENT (INSTALL ONLY)	1.0	LS	\$8,500.00	\$8,500.00	\$4,817.50	\$4,817.50	\$9,500.00	\$9,500.00	\$19,457.00	\$19,457.00
11.6816	5-12 YEAR PLAY EQUIPMENT (INSTALL ONLY)	1.0	LS	\$25,700.00	\$25,700.00	\$4,817.50	\$4,817.50	\$27,000.00	\$27,000.00	\$58,837.00	\$58,837.00
11.6816	FITNESS EQUIPMENT (INSTALL ONLY)	1.0	LS	\$5,500.00	\$5,500.00	\$2,350.00	\$2,350.00	\$5,000.00	\$5,000.00	\$24,178.00	\$24,178.00
11.6816	FRFR STANDING MUSIC (INSTALL ONLY)	1.0	LS	\$5,300.00	\$5,300.00	\$1,997.50	\$1,997.50	\$5,000.00	\$5,000.00	\$11,870.00	\$11,870.00
11.6822	SPLASH PAD EQUIPMENT (INSTALL ONLY)	1.0	LS	\$8,500.00	\$8,500.00	\$4,347.50	\$4,347.50	\$35,000.00	\$35,000.00	\$29,182.00	\$29,182.00
11.6823	BASKETBALL GOALS (INSTALL ONLY)	2.0	EA	\$2,000.00	\$4,000.00	\$3,525.00	\$7,050.00	\$5,475.00	\$10,950.00	\$4,000.00	\$8,000.00
12.9313	BICYCLE RACK	12.0	EA	\$500.00	\$6,000.00	\$675.63	\$8,107.56	\$750.00	\$9,000.00	\$700.00	\$8,400.00
12.9323	TRASH RECEPTACLE	5.0	EA	\$2,000.00	\$10,000.00	\$1,985.75	\$9,928.75	\$1,700.00	\$8,500.00	\$2,200.00	\$11,000.00
12.9343	6' BACKED BENCHES	9.0	EA	\$1,725.00	\$15,525.00	\$1,943.45	\$17,491.05	\$1,500.00	\$13,500.00	\$2,200.00	\$19,800.00
12.9343	6' BACKLESS BENCHES	7.0	EA	\$1,600.00	\$11,200.00	\$1,609.75	\$11,268.25	\$1,000.00	\$7,000.00	\$2,200.00	\$15,400.00
12.9343	RELOCATE 4' BACKED BENCH	4.0	EA	\$500.00	\$2,000.00	\$705.00	\$2,820.00	\$250.00	\$1,000.00	\$300.00	\$1,200.00
13.3113	SHADE STRUCTURE	1.0	ALLOW	\$75,000.00	\$75,000.00	\$75,000.00	\$75,000.00	\$75,000.00	\$75,000.00	\$75,000.00	\$75,000.00
21.0100	ANTI-TRACKING PAD	2.0	EA	\$2,000.00	\$4,000.00	\$2,350.00	\$4,700.00	\$1,500.00	\$3,000.00	\$800.00	\$1,600.00

Thursday, February 28, 2019

Page 1 of 4

Project Number: RA2019-2 Bid Date: 2-28-2019
 Project Name: RYAN PARK IMPROVEMENTS

Item				Apparent Low Bidder		Second Bidder		Third Bidder		Engineer's Estimate	
Number	Description	Quantity	Unit	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
22.4714	EXTERIOR DRINKING FOUNTAIN	3.0	HA	\$2,250.00	\$6,750.00	\$2,126.75	\$6,380.25	\$2,666.67	\$8,000.01	\$5,500.00	\$16,500.00
26.5629	SITE LIGHTING	1.0	LS	\$83,000.00	\$83,000.00	\$89,098.55	\$89,098.55	\$91,000.00	\$91,000.00	\$76,500.00	\$76,500.00
30.3001	CONCRETE STEPS AT BASKETBALL COURT	1.0	LS	\$4,500.00	\$4,500.00	\$11,750.00	\$11,750.00	\$13,350.00	\$13,350.00	\$6,000.00	\$6,000.00
30.3001	CONCRETE RETAINING WALLS	61.0	LF	\$285.00	\$17,385.00	\$282.00	\$17,202.00	\$491.80	\$29,999.80	\$148.00	\$9,028.00
32.1123	PROCESSED AGGREGATE BASE	313.0	CY	\$48.00	\$15,024.00	\$42.30	\$13,239.90	\$67.09	\$20,999.17	\$55.00	\$17,215.00
32.1216	BITUMINOUS CONCRETE PAVEMENT- BASKETBALL COURT	110.0	TON	\$134.00	\$14,740.00	\$157.45	\$17,319.50	\$545.45	\$59,999.50	\$130.00	\$14,300.00
32.1314	CONCRETE PAVEMENT- PATHS/ROADS	8,178.0	SF	\$7.00	\$57,246.00	\$11.75	\$96,091.50	\$13.00	\$106,314.00	\$9.00	\$73,602.00
32.1314	CONCRETE PAVEMENT- FLASHPAD	667.0	SF	\$10.00	\$6,670.00	\$11.75	\$7,837.25	\$13.00	\$8,671.00	\$9.00	\$6,003.00
32.1314	6" FLUSH CONCRETE CURB- PLAY AREA AND FITNESS STATION	350.0	LF	\$27.00	\$9,450.00	\$23.50	\$8,225.00	\$45.71	\$15,998.50	\$29.00	\$10,150.00
32.1413	CONCRETE PAVERS ON CONCRETE SETTING BED	2,395.0	SF	\$30.00	\$71,850.00	\$37.60	\$90,052.00	\$22.96	\$54,989.20	\$20.00	\$47,900.00
32.1816	RIP SAFETY SURFACE AT FITNESS STATION (4' FALL HEIGHT)	82.0	SY	\$168.00	\$13,776.00	\$248.38	\$20,367.16	\$286.59	\$23,500.38	\$99.00	\$8,118.00
32.1816	RIP SAFETY SURFACE AT 2-5 YEAR (8' FALL HEIGHT)	125.0	SY	\$168.00	\$21,000.00	\$173.20	\$21,650.00	\$180.00	\$22,500.00	\$137.25	\$17,156.25
32.1816	RIP SAFETY SURFACE AT 6-12 YEAR (8' FALL HEIGHT)	230.0	SY	\$168.00	\$38,640.00	\$206.57	\$47,511.10	\$193.48	\$44,500.40	\$155.25	\$35,707.50

Thursday, February 28, 2019

Page 2 of 4

Project Number: RA2019-2 Bid Date: 2-28-2019
 Project Name: RYAN PARK IMPROVEMENTS

Item				Apparent Low Bidder		Second Bidder		Third Bidder		Engineer's Estimate	
Number	Description	Quantity	Unit	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
32.1823	COLOR SEAL COAT SYSTEM AND BASKETBALL COURT LINES	610.0	SY	\$16.50	\$10,065.00	\$12.34	\$7,527.40	\$16.39	\$9,997.90	\$20.00	\$12,200.00
32.3113	10' HEIGHT CHAIN LINK FENCE ON CURB	160.0	LF	\$92.00	\$14,720.00	\$76.38	\$12,220.80	\$65.63	\$10,500.80	\$150.00	\$24,000.00
32.3113	4' HEIGHT CHAIN LINK FENCE ON CURB	48.0	LF	\$79.50	\$3,816.00	\$52.86	\$2,538.24	\$52.00	\$2,496.00	\$100.00	\$4,800.00
32.3113	CONCRETE TWO-RAIL FENCE	221.0	LF	\$107.00	\$23,647.00	\$169.65	\$37,492.65	\$120.00	\$26,520.00	\$85.00	\$18,785.00
32.9113	TOPSOIL AT LAWN AREAS (6" DEPTH)	1,112.0	CY	\$38.00	\$42,256.00	\$35.25	\$39,198.00	\$27.88	\$31,002.56	\$50.00	\$55,600.00
32.9210	LAWN SEED	60,003.0	SF	\$0.95	\$57,002.85	\$0.55	\$33,001.65	\$0.23	\$13,800.69	\$0.35	\$21,001.05
32.9309	ORNAMENTAL/BLOWERING TREE	34.0	EA	\$875.00	\$29,750.00	\$1,480.50	\$50,337.00	\$1,544.12	\$52,500.08	\$1,100.00	\$37,400.00
32.9309	SHADE/CANOPY TREE	44.0	EA	\$1,000.00	\$44,000.00	\$1,480.50	\$65,142.00	\$1,704.55	\$75,000.20	\$1,400.00	\$61,600.00
33.1000	WATER DISTRIBUTION	1.0	LS	\$12,500.00	\$12,500.00	\$21,150.00	\$21,150.00	\$21,150.00	\$21,150.00	\$8,000.00	\$8,000.00
210.0000	TEMPORARY SOIL EROSION AND WATER POLLUTION CONTROL	1.0	ALLOW	\$30,000.00	\$30,000.00	\$30,000.00	\$30,000.00	\$30,000.00	\$30,000.00	\$30,000.00	\$30,000.00
650.1700	SIDE DRAINAGE	1.0	LS	\$11,000.00	\$11,000.00	\$17,625.00	\$17,625.00	\$8,000.00	\$8,000.00	\$13,000.00	\$13,000.00
944.0060	STRUCTURAL PLANTING SOIL	125.0	CY	\$100.00	\$12,500.00	\$152.75	\$19,093.75	\$600.00	\$75,000.00	\$100.00	\$12,500.00
971.0000	MAINTENANCE AND PROTECTION OF TRAFFIC	1.0	LS	\$18,000.00	\$18,000.00	\$3,525.00	\$3,525.00	\$25,000.00	\$25,000.00	\$5,000.00	\$5,000.00
975.0000	MOBILIZATION (MAXIMUM 3% OF TOTAL BID)	1.0	LS	\$20,000.00	\$20,000.00	\$32,900.00	\$32,900.00	\$30,000.00	\$30,000.00	\$20,000.00	\$20,000.00
985.0000	PROJECT SURVEY AND STAKEOUT	1.0	LS	\$20,000.00	\$20,000.00	\$14,100.00	\$14,100.00	\$10,000.00	\$10,000.00	\$20,000.00	\$20,000.00

Thursday, February 28, 2019

Page 3 of 4

Project Number: RA2019-2 Bid Date: 2-28-2019
 Project Name: RYAN PARK IMPROVEMENTS

Item		Apparent Low Bidder		Second Bidder		Third Bidder		Engineer's Estimate	
Number	Description	Quantity	Unit	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
					\$897,612.85		\$995,590.31		\$1,139,389.13
									\$970,189.80

Apparent Low Bidder = Deering Construction, Inc., Norwalk, CT
 Second Bidder = Vaz Quality Works, LLC, Bridgeport, CT
 Third Bidder = Mountainview Landscapes and Lawn Care, Inc Chilcopee, MA



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

P: 203-854-7870 / F: 203-854-7848

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

MEMORANDUM

DATE: March 4, 2019

TO: Harry Rilling, Mayor
The Members of the Board of Estimate & Taxation
The Members of the Planning Commission
The Members of the Common Council

FROM: Angela Fogel Director, Management & Budgets

RE: Historical Commission Special Capital Appropriation

Attached is a request from the Historical Commission for a special capital appropriation of \$67,500 to fund new water lines servicing the Lockwood Mathews Mansion, the Gate Lodge, the Visitor Bathrooms building, and the Center for Contemporary Printmaking all within Mathews Park. The structure of the existing lines facilitates bacteria growth and has introduced unacceptable bacteria levels into the water supply for these buildings. The department of Operations & Public Works along with Tighe & Bond have arrived at a solution to replace the water lines to these buildings.

This special capital appropriation will increase the authorized but unissued debt by \$67,500 and requires the authorization to issue \$67,500 of General Obligation Bonds to fund the project.

The Finance Department recommends the approval of this Special Capital Appropriation request.

ACTION REQUESTED:

1. RESOLUTION: Approve special capital appropriations totaling \$67,500 to increase the available balance in account 09-18-6310 5777 C0132, Mathews Park to fund the replacement of water lines servicing the buildings located at Mathews Park.
2. RESOLUTION: Authorize the issuance of \$67,500 of General Obligation Bonds of the City of Norwalk to fund the Historic Commission appropriation for water line replacement at Mathews Park.



**CITY OF NORWALK
Office of the Mayor**

P: 203-854-7701 / F: 203-854-7939
125 East Avenue, PO BOX 5125
Norwalk, CT 06856-5125

MEMORANDUM

DATE: March 4, 2019

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

FROM: Harry Rilling, Mayor *Harry Rilling*

RE: Historical Commission Special Capital Appropriation

Attached is a request from the Historic Commission for water line replacement at Mathews Park. The water supply at park buildings including, Lockwood Mathews Mansion, the Gate Lodge, the Visitor Bathrooms building, and the Center for Contemporary Printmaking has been compromised. The City's department of Operations & Public Works along with consulting firm Tighe & Bond have concluded that the only solution is to install new water service to these buildings.

The Director of Management & Budgets and the Chairman of the Historic Commission have provided additional information regarding funding for these projects in the attached documents.

ACTION REQUESTED:

1. RESOLUTION: Approve special capital appropriations totaling \$67,500 to increase the available balance in account 09-18-6310 5777 C0132, Mathews Park to fund the replacement of water lines servicing the buildings located at Mathews Park.
2. RESOLUTION: Authorize the issuance of \$67,500 of General Obligation Bonds of the City of Norwalk to fund the Historic Commission appropriation for water line replacement at Mathews Park.

Project Number: PM2019-1
Project Name: PAVEMENT MANAGEMENT PROGRAM

Item Number	Description	Quantity	Unit	Apparent Low Bidder Unit Price	Amount	Second Bidder Unit Price	Amount	Third Bidder Unit Price	Amount	Engineer's Estimate Unit Price	Amount
0202000	EARTH EXCAVATION	500.00	CY	\$12.00	\$6,000.00	\$30.00	\$15,000.00	\$0.00	\$0.00	\$14.00	\$7,000.00
0202503 A	REMOVAL OF CONCRETE CURBING	1200.00	LF	\$4.90	\$5,880.00	\$2.00	\$2,400.00	\$0.00	\$0.00	\$20.00	\$24,000.00
0202504 A	REMOVAL OF BITUMINOUS CONCRETE CURBING	10000.00	LF	\$1.40	\$14,000.00	\$2.00	\$20,000.00	\$0.00	\$0.00	\$2.50	\$25,000.00
0209001	FORMATION OF SUBGRADE	500.00	SY	\$2.15	\$1,075.00	\$2.00	\$1,000.00	\$0.00	\$0.00	\$3.00	\$1,500.00
0304002	PROCESSED AGGREGATE BASE	650.00	CY	\$28.00	\$18,200.00	\$25.00	\$16,250.00	\$0.00	\$0.00	\$30.00	\$19,500.00
0403875 A	15" RECLAMATION - ASPHALT GRAVEL BASE	4200.00	SY	\$4.60	\$19,320.00	\$8.00	\$33,600.00	\$0.00	\$0.00	\$10.00	\$42,000.00
0403876 A	10" RECLAMATION - ASPHALT GRAVEL BASE	6100.00	SY	\$4.60	\$28,060.00	\$6.00	\$36,600.00	\$0.00	\$0.00	\$6.50	\$39,650.00
0406171 A	HMA SUPERPAVE 0.5" (12.5) LEVEL 2	4700.00	TON	\$96.45	\$453,315.00	\$107.43	\$504,921.00	\$0.00	\$0.00	\$90.50	\$425,350.00
0406172 A	HMA SUPERPAVE 0.375" (9.5) LEVEL 2	9500.00	TON	\$101.00	\$959,500.00	\$112.00	\$1,064,000.00	\$0.00	\$0.00	\$97.00	\$921,500.00
0406201 A	ROAD ENCRACEMENT PERMANENT PAVEMENT REPAIR (MAJOR ARTERIAL) MIN BID - SEE SPECIAL NOTES	10.00	SY	\$185.00	\$1,850.00	\$120.00	\$1,200.00	\$0.00	\$0.00	\$150.00	\$1,500.00
0406202 A	ROAD ENCRACEMENT PERMANENT PAVEMENT REPAIR (MINOR ARTERIAL) MIN BID - SEE SPECIAL NOTES	90.00	SY	\$120.00	\$10,800.00	\$100.00	\$9,000.00	\$0.00	\$0.00	\$106.00	\$9,540.00
0406203 A	ROAD ENCRACEMENT PERMANENT PAVEMENT REPAIR (COLLECTOR) MIN BID - SEE SPECIAL NOTES	400.00	SY	\$80.00	\$32,000.00	\$80.00	\$32,000.00	\$0.00	\$0.00	\$90.00	\$36,000.00
0406204 A	ROAD ENCRACEMENT PERMANENT PAVEMENT REPAIR (LOCAL) MIN BID - SEE SPECIAL NOTES	1000.00	SY	\$60.00	\$60,000.00	\$60.00	\$60,000.00	\$0.00	\$0.00	\$65.00	\$65,000.00
0406267 A	BITUMINOUS CONCRETE MILLING (0-4")	112000.00	SY	\$2.30	\$257,600.00	\$2.40	\$268,800.00	\$0.00	\$0.00	\$2.35	\$263,200.00
0406279 A	MILL FULL LANE 1.5" (40 LF TO 200 LF)	250.00	SY	\$3.80	\$950.00	\$4.00	\$1,000.00	\$0.00	\$0.00	\$10.00	\$2,500.00
0406280 A	MILL FULL LANE 1.5" (>200 LF)	270.00	SY	\$3.00	\$810.00	\$10.00	\$2,700.00	\$0.00	\$0.00	\$3.50	\$945.00
0406282 A	MILL FULL LANE 2" (>200 LF)	1200.00	SY	\$3.00	\$3,600.00	\$7.00	\$8,400.00	\$0.00	\$0.00	\$2.35	\$2,820.00

Project Number: PM2019-1
Project Name: PAVEMENT MANAGEMENT PROGRAM

Item Number	Description	Quantity	Unit	Apparent Low Bidder		Second Bidder		Third Bidder		Engineer's Estimate	
				Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
0406451 A	BITUMINOUS CONCRETE 1.5" OVERLAY FULL LANE (49LF TO 200LF)	20.00	TON	\$175.00	\$3,500.00	\$250.00	\$5,000.00	\$0.00	\$0.00	\$200.00	\$4,000.00
0406452 A	BITUMINOUS CONCRETE 1.5" OVERLAY FULL LANE (>200LF)	120.00	TON	\$100.00	\$12,000.00	\$200.00	\$24,000.00	\$0.00	\$0.00	\$150.00	\$18,000.00
0406454 A	BITUMINOUS CONCRETE 2" OVERLAY FULL LANE (>200LF)	140.00	TON	\$100.00	\$14,000.00	\$200.00	\$28,000.00	\$0.00	\$0.00	\$200.00	\$28,000.00
0406598 A	DENSITY ADJUSTMENT	1.00	ALLOW	\$17,000.00	\$17,000.00	\$17,000.00	\$17,000.00	\$0.00	\$0.00	\$17,000.00	\$17,000.00
0406599 A	ASPHALT ADJUSTMENT COST	1.00	EST	\$78,000.00	\$78,000.00	\$78,000.00	\$78,000.00	\$0.00	\$0.00	\$78,000.00	\$78,000.00
0407010 A	SPEED BUMPS	1450.00	SF	\$2.35	\$3,407.50	\$10.00	\$14,500.00	\$0.00	\$0.00	\$12.00	\$17,400.00
0507042 A	RESET CATCH BASIN	300.00	EA	\$450.00	\$135,000.00	\$600.00	\$180,000.00	\$0.00	\$0.00	\$500.00	\$150,000.00
0507781	RESET MANHOLE	200.00	EA	\$450.00	\$90,000.00	\$650.00	\$130,000.00	\$0.00	\$0.00	\$500.00	\$100,000.00
0507792 A	RECONSTRUCT CATCH BASIN	20.00	VE	\$250.00	\$5,000.00	\$400.00	\$8,000.00	\$0.00	\$0.00	\$300.00	\$6,000.00
0511530 A	INDENWOODS ROAD DRAINAGE IMPROVEMENTS	1.00	LS	\$32,500.00	\$32,500.00	\$59,900.00	\$59,900.00	\$0.00	\$0.00	\$46,000.00	\$46,000.00
0511531 A	SMITH STREET DRAINAGE IMPROVEMENTS	1.00	LS	\$14,500.00	\$14,500.00	\$23,950.00	\$23,950.00	\$0.00	\$0.00	\$20,000.00	\$20,000.00
0511532 A	NORTIE TAYLOR AVENUE DRAINAGE IMPROVEMENTS	1.00	LS	\$15,250.00	\$15,250.00	\$33,250.00	\$33,250.00	\$0.00	\$0.00	\$20,000.00	\$20,000.00
0651344 A	STORM DRAINAGE ALLOWANCE	1.00	ALLOW	\$100,000.00	\$100,000.00	\$100,000.00	\$100,000.00	\$0.00	\$0.00	\$100,000.00	\$100,000.00
0811001 A	CONCRETE CURBING	760.00	LF	\$35.00	\$26,600.00	\$55.00	\$41,800.00	\$0.00	\$0.00	\$35.00	\$26,600.00
0811007 A	CONCRETE CURBING (<45 LF PER MOB.)	45.00	LF	\$40.00	\$1,800.00	\$50.00	\$2,250.00	\$0.00	\$0.00	\$40.00	\$1,800.00
0812000 A	EXTRUDED CONCRETE CURB	1900.00	LF	\$7.35	\$13,965.00	\$8.00	\$15,200.00	\$0.00	\$0.00	\$7.00	\$13,300.00
0813015 A	5" X 16" GRANITE STONE CURBING (STRAIGHT)	5000.00	LF	\$58.00	\$290,000.00	\$55.00	\$275,000.00	\$0.00	\$0.00	\$50.00	\$250,000.00
0815001	BITUMINOUS CONCRETE 1.5" CURBING	10000.00	LF	\$4.25	\$42,500.00	\$6.00	\$60,000.00	\$0.00	\$0.00	\$4.00	\$40,000.00
0910004	METAL BEAM RAIL (TYPE R-B)	120.00	LF	\$27.50	\$3,300.00	\$78.00	\$9,360.00	\$0.00	\$0.00	\$75.00	\$9,000.00
0911023	R-B END ANCHORAGE- TYPE B	2.00	EA	\$1,450.00	\$2,900.00	\$4,550.00	\$9,100.00	\$0.00	\$0.00	\$1,500.00	\$3,000.00
0912504	REMOVE METAL BEAM RAIL	120.00	LF	\$6.60	\$792.00	\$6.50	\$780.00	\$0.00	\$0.00	\$6.00	\$720.00
0921001 A	CONCRETE SIDEWALK	28500.00	SF	\$8.75	\$249,375.00	\$10.00	\$285,000.00	\$0.00	\$0.00	\$12.00	\$342,000.00
0921004 A	CONCRETE SIDEWALK (<10 SF PER MOB.)	110.00	SF	\$15.00	\$1,650.00	\$20.00	\$2,200.00	\$0.00	\$0.00	\$20.00	\$2,200.00

Project Number: PM2019-1

Project Name: PAVEMENT MANAGEMENT PROGRAM

Item	Description	Quantity	Unit	Apparent Low Bidder Unit Price	Amount	Second Bidder Unit Price	Amount	Third Bidder Unit Price	Amount	Engineer's Estimate Unit Price	Amount
0921010 A	CONCRETE DRIVEWAY RAMP (<90 SF PER MOB.)	90.00	SF	\$15.00	\$1,350.00	\$30.00	\$2,700.00	\$0.00	\$0.00	\$21.00	\$1,890.00
0921011 A	CONCRETE DRIVEWAY RAMP	7500.00	SF	\$10.00	\$75,000.00	\$14.00	\$105,000.00	\$0.00	\$0.00	\$16.00	\$120,000.00
0921014 A	PRECAST CONCRETE PAYER SIDEWALK AND DRIVEWAY	7150.00	SF	\$18.00	\$128,700.00	\$25.00	\$178,750.00	\$0.00	\$0.00	\$45.00	\$321,750.00
0921021 A	RELAY PRECAST CONCRETE PAYER SIDEWALK AND DRIVEWAY	400.00	SF	\$18.00	\$7,200.00	\$20.00	\$8,000.00	\$0.00	\$0.00	\$30.00	\$12,000.00
0921051 A	PROPOSED SIDEWALKS AT ROUTE 136 (WILSON AVENUE)	1.00	LS	\$49,000.00	\$49,000.00	\$81,604.00	\$81,604.00	\$0.00	\$0.00	\$75,000.00	\$75,000.00
0922001 A	BITUMINOUS CONCRETE SIDEWALK	12000.00	SY	\$36.00	\$432,000.00	\$40.00	\$480,000.00	\$0.00	\$0.00	\$36.00	\$432,000.00
0922502 A	BITUMINOUS CONCRETE DRIVEWAY OVERLAY	50.00	TON	\$170.00	\$8,500.00	\$250.00	\$12,500.00	\$0.00	\$0.00	\$175.00	\$8,750.00
0922525 A	MAIN STREET PARKING LOT	1.00	LS	\$57,500.00	\$57,500.00	\$65,650.00	\$65,650.00	\$0.00	\$0.00	\$73,590.00	\$73,590.00
0922526 A	WEBSTER LOT I	1.00	LS	\$80,000.00	\$80,000.00	\$92,950.00	\$92,950.00	\$0.00	\$0.00	\$183,940.00	\$183,940.00
0922527 A	WEBSTER LOT II	1.00	LS	\$133,000.00	\$133,000.00	\$161,964.00	\$161,964.00	\$0.00	\$0.00	\$34,450.00	\$34,450.00
0922528 A	WEBSTER LOT III	1.00	LS	\$182,000.00	\$182,000.00	\$218,182.00	\$218,182.00	\$0.00	\$0.00	\$219,285.00	\$219,285.00
0922529 A	TRANSFER STATION PARKING LOT	1.00	LS	\$80,000.00	\$80,000.00	\$103,900.00	\$103,900.00	\$0.00	\$0.00	\$70,000.00	\$70,000.00
0922530 A	LOCKWOOD MATHEWS MANSION MOUSEBOM PARKING LOT	1.00	LS	\$23,000.00	\$23,000.00	\$85,595.76	\$85,595.76	\$0.00	\$0.00	\$56,000.00	\$56,000.00
0922531 A	PARKS & REC PARKING LOT (SOUTH SMITH STREET)	1.00	LS	\$36,000.00	\$36,000.00	\$39,250.00	\$39,250.00	\$0.00	\$0.00	\$45,000.00	\$45,000.00
0922532 A	YANKHE DOODLE GARAGE BURNELL BOULEVARD ENTRANCE	1.00	LS	\$10,000.00	\$10,000.00	\$24,845.00	\$24,845.00	\$0.00	\$0.00	\$50,000.00	\$50,000.00
0922533 A	OAK HILLS PARK GOLF COURSE - CART PATH	1.00	LS	\$11,000.00	\$11,000.00	\$13,560.00	\$13,560.00	\$0.00	\$0.00	\$12,000.00	\$12,000.00
0924007 A	HANDICAP RAMPS (ADA COMPLIANT)	420.00	SF	\$25.00	\$10,500.00	\$45.00	\$18,900.00	\$0.00	\$0.00	\$35.00	\$14,700.00
0944003 A	FURNISHING AND PLACING TOPSOIL	8000.00	SY	\$6.00	\$48,000.00	\$12.00	\$96,000.00	\$0.00	\$0.00	\$10.00	\$80,000.00
0950003 A	TURF ESTABLISHMENT (LAWN)	8000.00	SY	\$1.00	\$8,000.00	\$3.00	\$24,000.00	\$0.00	\$0.00	\$1.50	\$12,000.00

Project Number: PM2019-1
Project Name: PAVEMENT MANAGEMENT PROGRAM

Item Number	Description	Quantity	Unit	Apparent Low Bidder		Second Bidder		Third Bidder		Engineer's Estimate	
				Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
098003 A	PROJECT SURVEY AND STAKEOUT	1.00	ALLOW	\$3,500.00	\$3,500.00	\$3,500.00	\$3,500.00	\$0.00	\$0.00	\$3,500.00	\$3,500.00
1111051 A	LOOP VEHICLE DETECTOR	200.00	LF	\$15.00	\$3,000.00	\$18.00	\$3,600.00	\$0.00	\$0.00	\$40.00	\$8,000.00
1111451	LOOP DETECTOR SAW CUT	200.00	LF	\$15.00	\$3,000.00	\$5.00	\$1,000.00	\$0.00	\$0.00	\$15.00	\$3,000.00
1210101	4" WHITE EPOXY RESIN PAVEMENT MARKINGS	835.00	LF	\$0.40	\$334.00	\$0.48	\$400.80	\$0.00	\$0.00	\$0.50	\$417.50
1210104	4" DOUBLE YELLOW EPOXY RESIN PAVEMENT MARKINGS	8000.00	LF	\$0.80	\$6,400.00	\$0.96	\$7,680.00	\$0.00	\$0.00	\$0.85	\$6,800.00
1210105	EPOXY RESIN PAVEMENT MARKINGS - SYMBOLS AND LEGENDS	700.00	SF	\$3.85	\$2,695.00	\$4.62	\$3,234.00	\$0.00	\$0.00	\$4.00	\$2,800.00
1210106	12" WHITE EPOXY RESIN PAVEMENT MARKINGS	100.00	LF	\$3.85	\$385.00	\$4.62	\$462.00	\$0.00	\$0.00	\$4.00	\$400.00
1210124	24" WHITE EPOXY RESIN PAVEMENT MARKINGS	3500.00	LF	\$7.75	\$27,125.00	\$9.30	\$32,550.00	\$0.00	\$0.00	\$8.00	\$28,000.00
1302060	RESET GATE BOXES	400.00	EA	\$45.00	\$18,000.00	\$75.00	\$30,000.00	\$0.00	\$0.00	\$55.00	\$22,000.00
1304016 A	MATHEWS PARK WATER SERVICE REPLACEMENT	1.00	IS	\$67,500.00	\$67,500.00	\$187,940.00	\$187,940.00	\$0.00	\$0.00	\$35,000.00	\$35,000.00
					\$4,538,688.50		\$5,567,678.56		\$0.00		\$5,151,397.50

Apparent Low Bidder = Deering Construction, Inc. Norwalk, CT
Second Bidder = The Grasso Companies Norwalk, CT
Third Bidder = East Coast USA Construction Richmond Hill, NY

VII.C

MEMORANDUM

TO: Alan Lo, Building and Facilities Manager

FROM: Anna Keegan, Interim Director of Human Relations & Fair Rent

RE: Americans with Disabilities Act Compliance and Transition Plan for Review by the Land Use and Building Management Committee

DATE: March 12, 2019

In 1990, the Americans with Disabilities Act ("ADA") was signed into law by President Bush. One of the requirements of that law is that each municipality perform a "Self-Evaluation" and then create a "Transition Plan" to transition the municipality into compliance with the ADA.

In 2013, after significant other work in assessing City Buildings and properties, the City contracted with Independent Living Resources ("ILR") to develop the current ADA Compliance and Transition Plan. This Plan identified accessibility barriers at municipal buildings and in 9 of the 19 Norwalk Public School buildings (which buildings were surveyed at that time were determined by where certain programs were being offered). To date, the Human Relations & Fair Rent Department, working with the ADA Committee to determine priorities, has made considerable strides in removing those barriers identified in the 2013 Compliance and Transition Plan to ensure that City programs and services are accessible to all residents.

After considerable review and discussion with the City's Building and Facilities Manager and the Board of Education Facilities & Maintenance Director concerning the 10 school facilities that were not included in the Plan, non-compliant conditions were informally identified in some areas and thought to exist at those schools given the age of the buildings and the lack of any specific ADA compliance work done. To continue with the city's efforts to comply with the federal mandate of the ADA, the Human Relations & Fair Rent Department seeks to enlist the services of Melissa Marshall Disability Policy Consulting, LLC ("MMDPC, LLC") to conduct ADA access assessments at the identified school facilities.

On March 2, 2018 the City's Purchasing Department solicited an RFP for the creation of an ADA Evaluation and Transition Plan for Norwalk Public Schools. The Purchasing Department received one response, however, it did not include a dollar amount for the proposed project. With no acceptable interest generated from the RFP process, the Purchasing Director approved the use of the Sole Source Procurement process. Independent Living Resources, the consultants who crafted the 2013 ADA Compliance & Transition Plan, were contacted and recommended MMDPC, LLC, who also worked on that Plan.

We hope that you recommend the following agenda item be approved by the Common Council:

Authorize the Mayor, Harry W. Rilling to enter into an agreement with Melissa Marshall Disability Policy Consulting (MMDPC) LLC for Americans with Disabilities Act compliance evaluation for ten schools for an amount not to exceed \$40,000.00 for an amount not to exceed \$40,000.00.

Acct. #09-18-1000-5777-C0536

The consulting services will be covered by the Human Relations/Fair Rent ADA capital funds, and will cover the following schools:

MIDDLE SCHOOLS (Grades 6-8)

Roton Middle School	201 Highland Ave, Norwalk, CT 06853
West Rocks Middle School	81 W Rocks Rd, Norwalk, CT 06851

ELEMENTARY SCHOOLS (Grades K thru 5)

Brookside Elementary School	382 Highland Ave, Norwalk, CT 06854
Fox Run Elementary School	228 Fillow St, Norwalk, CT 06850
Kendall Elementary School	55 Fillow St, Norwalk, CT 06850
Marvin Elementary School	15 Calf Pasture Beach Rd, Norwalk, CT 06855
Naramake Elementary School	16 King St, Norwalk, CT 06851
Rowayton Elementary School	1 Roton Avenue, Norwalk CT 06853
Silvermine Elementary School	157 Perry Ave, Norwalk CT 06850
Tracey Elementary School	20 Camp St, Norwalk, CT 06851

I General Information - MMDPC and Project Team:

Melissa Marshall Disability Policy Consulting LLC (MMDPC) works with municipalities, schools, state agencies and other organizations to assist them in meeting obligations under the ADA and other disability rights laws. We facilitate compliance by assisting entities in conducting access surveys and developing ADA Self-Evaluations and Transition Plans and by providing training in all aspects of the ADA. MMDPC has been selected via a highly competitive process to be a vendor by the Massachusetts Division of Capital Assets Management & Maintenance (DCAMM) to provide ADA access surveys and ADA policy compliance assessment and training to entities, including colleges and universities, prison systems and other commonwealth entities. For more information about how MMDPC supports organizations in complying with the law and being welcoming to people with disabilities, please visit <http://www.mmdpconsult.com/>.

II Key Personnel

The Team

Melissa Marshall, J.D., Project Manager

Prior to establishing Melissa Marshall Disability Policy Consulting, Melissa Marshall collaborated with Independent Living Resources (ILR) for two decades. (Independent Living Resources developed the City's preliminary Self-Evaluation and Transition Plan in 2012.) She has managed numerous teams that carried out ADA Self-Evaluation and Transition Plans and has provided extensive training to school systems and municipalities on ADA compliance. As a consultant for Independent Living Resources, Ms. Marshall provided training to the City of Norwalk on its obligations under Title I, the employment provision of the ADA.

Melissa Marshall has trained diverse audiences on all Titles of the ADA and consulted on the development of the ADA Core Curriculum, the National Access For Public Schools Training Manual and ADA training materials for AmeriCorps. She has special expertise on ADA compliance planning for public school systems.

Elanah Sherman, Assistant Project Manager

Elanah Sherman has twenty-five years of deep and varied experience in the disability rights movement, with a concentration in ADA compliance. As Project Director of the Americans with Disabilities Act Coalition of Connecticut, freelance consultant, and, until the 2017 dissolution of the agency, Advocate at the State Office of Protection and Advocacy for Persons with Disabilities (P&A), she has conducted structural evaluations of both Title II and Title III entities; delivered presentations to private and public entities on ADA compliance; designed and implemented ADA training initiatives; developed written educational materials on ADA; and served on a committee that reviewed disability-related waivers to the Connecticut State Building Code. Elanah continues to serve as a long-time member of the State Natural Heritage, Open Space, and Watershed Land Acquisition Review Board, providing guidance on ADA-related issues. She is Chair of the Norwich Commission for Persons with Disabilities, which monitors, supports, and advocates for the City's compliance with Title II of the ADA.

Chris Palames (limited technical assistance as needed)

Chris Palames, Executive Director of Independent Living Resources, is the co-author of the "Title II Action Guide", funded by the National Institute on Disability and Rehabilitation Research. He has provided consultation on Self-Evaluation and Transition Planning to a wide range of public and private agencies and institutions. He has trained and provided technical assistance on all Titles of the ADA to clients and audiences regionally and nationally. His experience in barrier-free and universal design has included the development of federal and state access assessment tools and materials; consultation with the federally funded Center for Universal Design at the School of Design at North Carolina State University; and serving on an adjudicatory body - the Massachusetts Architectural Access Board - with responsibility for code analysis, interpretation and regulatory enforcement. His approach balances legal rigor with pragmatic understanding of the demands of public administration.

III MMDPC Experience and Organizational Qualifications

The following projects document Melissa Marshall's breadth of experience in ADA compliance planning and her record in assisting public and private agencies and organizations to carry out ADA planning and implementation activities. The projects listed have been selected from a much more extensive body of work. Additional information on the project team's qualifications is contained in the attached resumes and biographical summaries.

The following projects include comprehensive Self-Evaluation and Transition Plan development projects. To be considered comprehensive, each project must have addressed all four functional areas covered in the Department of Justice's regulations implementing Title II:

- Equal employment opportunity
- Non-discriminatory operation of programs and services
- Effective communication
- Program and facility accessibility

Selected Projects

Bridgeport Connecticut, Board of Education: Self Evaluation and Transition Plan

Contact person: John DiDonato, Assistant Superintendent

This ADA Title II compliance project, led by **Melissa Marshall**, was initiated to resolve a discrimination complaint brought against the Bridgeport Public Schools by the U.S. Department of Education, Office of Civil Rights. The study included completion of a comprehensive Self-Evaluation and development of a Transition Plan. The program and facility accessibility component of the project entailed access assessments for 23 schools, as well as barrier removal recommendations and multi-year phased priorities for the District's three High Schools and 18 K to 8 and magnet schools.

IV Work Plans

Work Plan A

Tasks

1. Develop and present a survey instrument that will include photographic documentation of barriers, as well as selected compliant elements in school facilities. The survey will be designed to assess accessibility of entrances and restrooms, as well as the school office; cafeteria; gymnasium; nurses' office/health clinics; locker rooms; library; offices of guidance counselors, social workers, principal and assistant principal; classrooms, including labs; and outdoor spaces, such as parking areas, curb cuts, playscapes and sports fields.
2. Meet with School ADA Coordinator and others to review checklist; develop timeline for the project, including a schedule for surveying schools; and educate administrators and other participants on the purpose of the project.
3. Conduct access surveys of the following schools:
 - Roton Middle School
 - West Rocks Middle School
 - Brookside Elementary School
 - Fox Run Elementary School
 - Kendall Elementary School
 - Marvin Elementary School
 - Naramake Elementary School
 - Rowayton Elementary School
 - Silvermine Elementary School
 - Tracey Elementary School
4. Meet with school ADA Coordinator and others to discuss findings and begin setting barrier removal priorities.
5. Write report delineating barriers found in school environment and suggesting barrier removal priorities.
6. Deliver five copies of written report.

Deliverables from Workplan A:

Five copies of access survey report for 10 schools that 1) documents structural barriers in school buildings and outdoor spaces, 2) prioritizes barriers to be removed, and 3) presents barrier removal solutions (without specific design recommendations).

Customized survey instrument that will include photographic documentation of barriers and select compliant elements in school facilities



CITY OF NORWALK
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TO: MEMBERS OF LAND USE & BUILDING MANAGEMENT
COMMITTEE

FROM: ALAN LO, BUILDING & FACILITIES MANAGER 

RE: CITY HALL INTERNAL FURNITURE MOVE

DATE: MARCH 14, 2019

Over the past 20 years carpeting has been replaced within City Hall office areas, hallways and conference rooms. Several areas have failed due to manufacturer defect and are being replaced by the manufacturer at no cost to the City. However, the warranty does not cover the expense for the moving of furniture and equipment.

On December 10, 2018 the City's Purchasing Department solicited bids for moving of furniture and equipment to allow for the re-carpeting of several areas/offices. Below is a summary of bids received:

FIRM	Total Lump
Red Thread Spaces, LLC	\$42,924.00
Crown Relocations	\$54,250.00
East Side Movers, Inc.	\$83,900.00

After reviewing the bids, the Purchasing Department and the Office of Building Management are recommending the award of the project to the apparent low bidder, Red Thread Spaces, LLC. They have successfully completed projects for City of Norwalk in recent years. Additionally, the manufacturer has retained them to replace the carpet.

ACTION REQUESTED:

- a. Authorize the Purchasing Agent to issue a Purchase Order with Red Thread Spaces, LLC. for the moving of furniture and equipment in City Hall as part of a warranty carpet replacement project, for a total not to exceed \$42,924.00. Account #09197100 5777 C0439.
- b. Authorize the Office of Building Management to issue change orders on Purchase Order for a total not to exceed \$4,292.00.



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TO : MEMBERS OF LAND USE AND BUILDING MANAGEMENT
COMMITTEE
MEMBERS OF NFCC

FROM: ALAN LO, BUILDINGS AND FACILITIES MANAGER *ll*

RE : NORWALK HIGH SCHOOL-ADA TOILET
RENOVATIONS/CULINARY ARTS EXPANSION
APPROVAL OF A CONSTRUCTION MANAGER (CM)

DATE: March 20, 2019

Norwalk High School has an enrollment of 1,616 students. The building was constructed in 1971 and has approximately 310,000 square feet. In 2005, the City implemented a major improvement project which included the construction of a new science wing, a new music wing, replacement of the HVAC system, various infrastructure improvements and code updates. Most of the work was reimbursable by the State leaving substantial needed, but non-reimbursable, improvements untouched.

In November 2014, the Norwalk Board of Education initiated a district wide Facilities Improvements Study to identify system wide needs. The study consisted of three components: a) evaluate existing building physical conditions and identify improvement needs; b) assess current student enrollment statistics, develop enrollment projections and identify space deficiencies; and c) develop a building improvement strategy in response to enrollment needs.

The final Facilities Improvement Plan identified specific deficiencies in each of Norwalk's schools, including Norwalk High School, and recommendations to correct them. Parallel to this effort, in March of 2017, the Norwalk High School's School Governance Council, prepared a study of their own, identifying programmatic and aesthetic improvements for Norwalk High School.

Subsequent to the Board of Education's approval of the Facilities Improvement Plan, the City allocated a total of \$11,500,000 as part of the City's 2017-2018 and 2019 Capital budgets for improvements at Norwalk High School. The budget for this phase of the project is \$6,134,403

With the approval of the budget in April of 2017, the school facilities improvement team (the Team), consisting of City staff, Norwalk Public Schools staff and members of the Norwalk High School, School Governance Council met to review both the Board of Education's Facilities plan and the Norwalk High School's Governance Council's report to identify and collate projects into specific categories; reimbursed projects and non-reimbursed projects.

Two projects we knew would be reimbursable were the ADA improvements to the toilet rooms throughout the High School and the expansion of the Culinary Arts Pathway. The design of these two projects started in January 2019 and will be ready for State review in April. Due to the complexity of the toilet room renovations as well as the culinary arts program we decided the best delivery method would be by construction manager (CM).

The City issued a RFP for CM services for the projects and we received 2 responses; A.V. Tuchy and Newfield Construction. Both firms have previously worked with the City, successfully, therefore our selection was based upon proposed costs and fees. As a result, we are recommending Newfield Construction for this project. Newfield Construction submitted the lowest fee structure and they are currently working on the Ponus Ridge expansion, had successfully completed Ponus Ridge School renovation project (2006), Nathan Hale School renovation project (2006) and Norwalk Fire Headquarters (2013). CM services include preconstruction services, bid phase services and construction administration services. CM's Preconstruction phase services is an extremely valuable component of the project development phase. The CM will work closely with school administration and the architect, develop cost estimates, provide value engineering services, develop project phasing plans, and assemble the construction bid packages to manage the bid process in conjunction with the City's Purchasing Department. CM fees are broken down into the following categories:

- A. Preconstruction Services - \$35,000
- B. CM Fee – 2.50% (estimated amount \$103,772)
- C. CM Contingency – 3.00% (free balance will revert back to the City)
- D. Total Trade Contractors' Costs – To be determined subsequent to bidding

- E. General Condition Costs – To be developed based on project phasing, final project schedule and input from the City.

Of the five components of the CM's fees listed above, I would like recommend Common Council approval of Items A, B and C at this time. Upon receipt of the trade contractors' bids, City staff will work with the CM to develop a Guaranteed Maximum Price (GMP) which will include total trade bids, the general condition costs and conversion of CM Fee and CM Contingency from percentages into dollar values.

ACTIONS REQUESTED:

Authorize the Mayor, Harry W. Rilling, to execute an agreement with Newfield Construction, Inc. as the Construction Manager (CM) for the Norwalk High School Toilet Room ADA upgrades, Culinary Arts Expansion project and Wood Doors & Paneling Replacement. Terms of the agreement shall include the following:

Preconstruction Phase Services (including reimbursable allowance)	\$35,000
CM Fees (% of total trade bids)	2.50%
CM Contingency (% of total trade bids)	3.00%

Following bidding process, final contract price (GMP) will be submitted to the Common Council for approval. Acct. #0918/195010 5777 C0610 & Acct. #09195010 5777 C0619



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TO: LAND USE & BUILDING MANAGEMENT COMMITTEE
NFCC

FROM: ALAN LO, BUILDING & FACILITIES MANAGER 

RE: PONUS RIDGE SCHOOL – MATERIALS TESTING SERVICES

DATE: MARCH 20, 2019

Subsequent to the Board of Education adoption of School Facilities Improvement Plan, the City allocated \$43 million for the addition and renovation of Ponus Ridge Middle School. The renovated Ponus Ridge School will be the home for a new Pre Kindergarten to 8th Grade Science Technology Engineering Math (STEM) school program. This project is currently under construction.

A requirement of the State of Connecticut building code is to have a Statement of Special Inspections which is completed by the structural engineering firm of record for the project. The Statement of Special Inspections identifies various inspections required of an independent materials testing laboratory as well as various inspections/reviews of the project and the test results by a licensed professional engineer.

As a result of this requirement, the City advertised for bids for testing materials laboratories in accordance with the Statement of Special Inspections. The City received four (4) responses from materials testing laboratories. Since the quantity of tests required are yet to be determined, the City issued a Request for Proposals based on unit pricing per test. Upon receipt of the proposals from the various testing labs the City applied projected quantities of tests per discipline to determine the “low bidder”. The “low bidder” is Connecticut Materials Testing Lab, Inc., a Norwalk based firm.

ACTION REQUESTED:

Authorize the Purchasing Agent to issue a Purchase Order to Connecticut Materials Testing Lab, Inc. for material testing services for the Ponus Ridge School Addition and Alterations project for a total not to exceed \$77,000.00. Funds are available in Acct. #09185010 5777 C0608



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TO: LAND USE & BUILDING MANAGEMENT COMMITTEE
NFCC

FROM: ALAN LO, BUILDING & FACILITIES MANAGER 

RE: PONUS RIDGE SCHOOL – MOVING SERVICES

DATE: MARCH 20, 2019

Subsequent to the Board of Education adoption of School Facilities Improvement Plan, the City allocated \$43 million for the addition and renovation of Ponus Ridge Middle School. The renovated Ponus Ridge School will be the home for a new Pre Kindergarten to 8th Grade Science Technology Engineering Math (STEM) school program. This project is currently under construction.

As a result of working in an occupied building during construction, phasing is required to keep school operations in progress as well as provide areas for construction to continue. As a result of the phasing, it will be necessary to move existing furniture and equipment on multiple occasions. At this time we anticipate a move for the summer of 2019, a move for the Christmas break of 2019, a move for the summer of 2020 and a final move for the opening of the project. As a result of the necessary moves it will be required to employ a moving company to assist in organizing and conducting the various moves.

William B. Meyer, Inc. (Meyer's) has been utilized in numerous moves for schools and school construction projects. Meyer's conducts pre-move planning, provides instruction for the teachers and staff, and provides the equipment necessary for a move that needs close coordination. Meyer's is also on the State bid list, therefore their services are reimbursable by OSCG&R. We have reviewed this recommendation with Purchasing Department and Sharon Connors concurs with our recommendation. The City has budgeted for moving services in the overall project budget. .

ACTION REQUESTED:

Authorize the Purchasing Agent to issue a Purchase Order to William B. Meyer, Inc. for moving services for the Ponus Ridge School Addition and Alterations project for a total not to exceed \$125,000.00. Funds are available in Acct. #09185010 5777 C0608



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TO : LAND USE AND BUILDING MANAGEMENT COMMITTEE
NFCC

FROM: ALAN LO, BUILDINGS AND FACILITIES MANAGER 

RE : MARITIME AQUARIUM – ARCHITECTURAL SERVICES

DATE: MARCH 14, 2019

With the restructuring of the relationship among the City, ConnDOT and the Maritime Aquarium, we are working together to evaluate the scope of the functional replacement project and to proceed with the redesign of the project. Together, we have arrived at a new project budget that is capped at \$40,000,000. Subsequent to recent Common Council approvals, the Law Department is in the process of developing amendments to the agreements between the State and the City and between the City and Maritime Aquarium. The City will be the contracting entity for all project related services and work.

Recently, BBB Architects completed new schematic designs in an effort to capture construction cost savings as part of our efforts to meet the budget cap. Concurrently, they submitted a new fee proposal for redesign services which include design development phase, construction document phase, bidding and construction administration phase services. A copy of the proposal is herein attached with cost breakdown of each phase and subconsultant costs.

At this time, I would like to request Land Use and Building Management Committee and NFCC approval of the following:

- a. **Authorize the Mayor, Harry W. Rilling, to execute an Agreement with Beyer Blinder Belle Architects and Planners LLP for the Maritime Aquarium at Norwalk Functional Replacement Project to provide architectural design services for a total not to exceed \$1,514,033.16. Funds available from the State's Maritime Aquarium Functional Replacement Grant.**
- b. **Authorize to establish an allowance for project related reimbursable expenses and additional services in the amount of \$150,000.**

March 4, 2019

Mr. Michael Small, Project Manager, CSG
c/o
Maritime Aquarium at Norwalk
10 North Water Street
Norwalk, CT 06854

Re: **The Maritime Aquarium at Norwalk**
BBB Ref# 2787.00: Norwalk Phase 2 Redesign Proposal
Theater & Seals Additions

Dear Mike,

We herewith submit this redesign proposal for the scope of work listed below per Client group direction (DOT, City of Norwalk & The Maritime Aquarium).

1. Project Scope:

Redesign the Theater Addition based on concept sketches dated March 4, 2019 (Attachment A) approved by the Client group. Integrate the Seals Addition drawings developed in Phase 1 into this package, with limited modifications noted in the list below. The scope description is as follows:

- 1.1. Shift the theater addition to the east to clear the existing 54" sanitary pipe as feasible.
- 1.2. Reduce the theater addition footprint by +/-1,000 gross square feet, coordinate and re-size interior spaces with consultants and Client. The 4D Theater and Projection area design will have minimal revisions per Client.
- 1.3. Coordinate and revise the theater addition envelope, details, MEP/FP/FA, Security, IT, Lighting & AV. Re-analyze for any acoustic issues.
- 1.4. Study site, civil, landscape and lighting design options for the north entrance and provide a final design approved by the Client during DD phase;

- 1.5. Revise and coordinate civil drawings with updated 54" sanitary sewer route provided on Seymour Site Survey dated 12/20/18. Study underground piping routes and connections to reduce costs as feasible.
- 1.6. Study structural Theater and Seals Additions foundation design in conjunction with Geotech Report by Tighe & Bond and their recommendations to reduce costs. Select a system with Client and Construction Manager input.
- 1.7. Limited Value Engineering time has been included for all consultants except as noted during early Design Development redesign to reduce costs were possible, with Client group approval.
- 1.8. Re-coordinate civil and landscape design at east side of site with revisions at Theater Addition. Civil and landscape design at the Seals Addition to remain as designed in Phase1.
- 1.9. Design Development documents will be provided for Client approval and CM review/pricing approximately two months after the redesign start date. Construction Document Bid Set, including Specifications, will be provided to CM for Bidding purposes. See part 3 below for further information.
- 1.10. During the Construction Administration phase, the Architect has included attendance at on-site meetings on a bi-weekly basis. The consultant team will review shop drawing submittals (maximum of two reviews for each are included), respond to RFIs, provide monthly field reports and one punchlist at the end of the project. Provision of as-built drawings is not included in the fee.
- 1.11. Refer to Consultant Proposal letters in Attachment C for additional scope detail.

2. Consultant Fees:

- 2.1. See Attachment B for Consultant Fee breakdown. Fees identified include DD and CD Redesign, Bidding, CA and Close-out.
- 2.2. The Fees listed in Attachment B for the CA phase of the project are based on a fourteen (14) month construction period. If the construction period lasts longer, the CA fees will increase.
- 2.3. Separate from the Fees in Attachment B, the Consultant Team has estimated an Allowance amount of \$45,000 for a small water service room that may need to be constructed in the vicinity of the existing West Courtyard, or possibly located in the west side of the Maritime Building if space can be found there. The water service is required for the Seals Addition. This Allowance assumes that only very minor Civil and Landscape work would be required.

3. Design Schedule

- 3.1. The overall design schedule is five to six months. The Client has advised that after they approve the Design Development set, the consultants will continue into

Construction Documents without waiting for a cost estimate to be produced. If and estimate is provided during CDs and it requires the consultants to carry out substantial re-design work, the consultants will be compensated for said re-design.

3. Consultant Proposals

See Attachment C

Exclusions/Clarifications

Client group has notified the design team that they will not be required to prepare presentation documents, submit or attend any public agency reviews, so fees have not been included for these tasks.

Client group has notified the Design Team that the Seals Addition LSS and Exhibit Design will remain as designed and specified during Phase 1, and will not be included in any value engineering exercise.

Tighe & Bond Proposals for HBMA Services dated 8/31/18 and Environmental Monitoring dated 10/29/18 were sent to the Client separately and are not included in these fees.

The 4D Theater Consultant, Simex-Iwerks, is under contract direct with the Norwalk Aquarium and their fees, if any, are not included.

Reimbursable Expenses

Reimbursable expenses related to the above scope of work such as: transportation, reproduction of documents and photography are not included in the fee above. If it is determined that renderings, scale models, mock-ups, samples, off-hour expenses, and the fees of Special Consultants retained by us are required, these Reimbursable Expenses shall be billed at cost. We will make every effort to minimize reimbursable expenses and avoid or eliminate printing and other costs, by using electronic transmission of documents wherever possible.

Please feel free to contact us with any questions or comments. If this proposal meets with your approval, please sign below and return a copy to my attention.

Sincerely,

Christopher Cowan AIA LEED
Associate Partner

Agreed and Accepted:

Michael Small, CSG for The Maritime Aquarium at Norwalk
(print name and title above)

PHASE 2 – Theater and Seal Additions by Design Phase	Subtotal by Design Phase	BBB Arch/Planning	Triggs & Bond Civil, Site, Geo	Kohler Ronan MEP	Silman Structural	Jaffetholden Acoustic AV	Clevenger Frable LaVallee Food Service	Jensen Hughes Code	Renfro Design Group Lighting	Starr Whitehouse Landscape	MIG Portico Group Exhibits	PCA Group Aquatic LSS
Design Development	\$320,094.62	\$170,500.00	\$40,000.00	\$21,800.00	\$27,940.00	\$2,700.00	\$850.00	\$3,900.00	\$18,004.62	\$25,000.00	\$1,000.00	\$8,400.00
Construction Documents	\$477,336.32	\$310,000.00	\$31,000.00	\$33,200.00	\$45,060.00	\$4,300.00	\$1,500.00	\$2,800.00	\$10,176.32	\$20,500.00	\$2,000.00	\$17,000.00
Bidding	\$55,550.65	\$20,400.00	\$6,500.00	\$4,000.00	\$4,860.00	\$1,800.00	\$1,000.00	\$4,450.00	\$5,740.65	\$2,000.00	\$2,000.00	\$2,800.00
Construction Admin. & Project Closeout	\$680,851.57	\$424,960.00	\$52,000.00	\$23,500.00	\$28,440.00	\$7,800.00	\$5,000.00	\$1,800.00	\$31,051.57	\$13,500.00	\$35,000.00	\$37,800.00
PHASE 2 THEATER AND SEAL ADDITIONS SUBTOTAL	\$1,514,033.16	\$925,860.00	\$129,500.00	\$82,500.00	\$106,300.00	\$16,600.00	\$8,350.00	\$12,950.00	\$64,973.16	\$61,000.00	\$40,000.00	\$66,000.00