

ECONOMIC AND COMMUNITY DEVELOPMENT OF THE COMMON COUNCIL

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

TO: MEMBERS, ECONOMIC AND COMMUNITY DEVELOPMENT COMMITTEE OF THE
COMMON COUNCIL

FROM: JOHN KYDES, CHAIRMAN

DATE: FEBRUARY 25, 2022

RE: MEETING NOTICE

The next scheduled meeting of the Economic and Community Development Committee of the Common Council will be held on Thursday, March 3, 2022 at 7:00pm. To allow public access, anyone may access a meeting by telephone, Zoom, and/or the City of Norwalk YouTube channel. Specific instructions and links can be found at www.norwalkct.org/meetings.



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



Members of the public who wish to provide "live comments" will need to register in advance and use the Zoom meeting platform. All participants will be muted upon entering the meeting. To speak, click the "raise your hand indicator" and you will be called on by the host of the meeting during the public comment section. Please find the information using the link above.



Members of the public who wish to view the meeting, but are not participating, can view a live stream on the City of Norwalk YouTube channel. This stream is delayed by approximately 20 seconds. Please find the information using the link above. The meeting recording and minutes will be posted on the City of Norwalk website within seven (7) days after the meeting.



Members of the public who wish to provide public comment are encouraged to submit those via email in advance of the meeting. For these comments to be read into the record, they should be submitted at least three hours in advance of the meeting start time. Please email Maritza Alvarado at malvarado@norwalkct.org to provide written public comment prior to the meeting.

**ECONOMIC AND COMMUNITY DEVELOPMENT COMMITTEE OF THE COMMON COUNCIL
REGULAR MEETING
MARCH 3, 7:00PM
AGENDA**

CALL TO ORDER

ROLL CALL

PUBLIC PARTICIPATION

I. ADMINISTRATION

- A.** Approval of the Minutes of February 3, 2022 Meeting.

II. NEW BUSINESS

A. BUSINESS DEVELOPMENT & TOURISM

1. Authorize the Mayor, Harry W. Rilling, to execute any and all documents regarding the 3-year partnership with KIVA and the National League of Cities for a small business and entrepreneurship loan program on a sole source procurement basis including a contracted staff position in an amount not to exceed \$308,000.
Account: American Rescue Plan Act Funds
2. Authorize the Mayor, Harry W. Rilling, to execute any and all documents necessary for the City of Norwalk to apply, accept, and/or receive the NLC Kauffman Foundation Grant in the amount of \$15,000.
3. Economic Outlook Review & Presentation

B. COMMUNITY DEVELOPMENT BLOCK GRANT

1. Discussion on CDBG Funding

C. REDEVELOPMENT AGENCY

1. Webster Street Lot Update
2. SoNo TOD Plan presentation

D. TRANSPORTATION, MOBILITY & PARKING

1. Authorize Mayor Harry W. Rilling to amend the agreement between the City of Norwalk and Fuss & O'Neill for design services for the Wall Street Corridor

Improvement, Project No. 4149. for an amendment amount of \$49,500., with a revised total agreement amount not to exceed \$399,500.
Account 0920-4120-5777-C0649

III. OLD BUSINESS

ADJOURNMENT

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Members of the public who wish to provide public comment are encouraged to submit those via email in advance of the meeting. For these comments to be read into the record, they should be submitted at least three hours in advance of the meeting start time. Please email Maritza Alvarado at malvarado@norwalkct.org to provide written public comment prior to the meeting.

**ECONOMIC AND COMMUNITY DEVELOPMENT COMMITTEE
REGULAR MEETING
VIA TELECONFERENCE
FEBRUARY 3, 2022**

ATTENDANCE: John Kydes, Chair; David Heuvelman; Thomas Livingston;
Barbara Smyth; Thomas Keegan (6:15 p.m.); Darlene Young (6:42 p.m.)

STAFF: Sabrina Church, Director of Business Development and Tourism;
Steven Kleppin, Director of Planning and Zoning;
Jessica Vonashek, Chief of Economic and Community Development

CALL TO ORDER

Mr. Kydes called the meeting to order at 6:09 p.m.

ROLL CALL

Mr. Kydes called the Roll as indicated above.

PUBLIC PARTICIPATION

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

I. ADMINISTRATION

A. Approval of the Minutes of January 6, 2022 Meeting.

**** MR. LIVINGSTON MOVED TO ACCEPT THE MINUTES AS
PRESENTED
** MOTION PASSED UNANIMOUSLY**

II. NEW BUSINESS

A. COMMUNITY DEVELOPMENT BLOCK GRANT

1. Review and Presentation of CDBG Applications.

Mr. Kydes summarized the procedure for this evening's presentations.

A representative from the Jewish Family Services described their services and requested funding to continue their home delivery meal program for 25 clients throughout the community.

There were no questions.

Mr. Jared Barns and Mr. Robert McDowell, representing the YMCA Race for Chase Triathlon Camp in South Norwalk, requested \$50,000 over the next five years to provide services to 120 youth from the Norwalk Housing Authority.

There were no questions.

A representative from YBI described their five programs and requested funding to move into a larger space, hire a Chief Operating Officer and a Program Coordinator.

There were no questions.

Mr. Ed Silka, representing Wheel it Forward described their program to lend out hospital durable equipment free of charge or for a suggested donation. They are asking for funding to put a Volunteer Coordinator in place.

Ms. Smyth asked Mr. Silka where they obtain the equipment. He explained that they hold drives, or they work with Junkluggers. They collect many different types of equipment.

Mr. Keegan joined the meeting at 6:15 p.m.

Ms. Carol Houston, explained they were requesting funding to provide emergency rental assistance.

There were no questions.

Mr. Scott Dudley, representing Stepping Stones Museum for Children said they were seeing funding to bring pro social interactive programs into the community. He described the programs and said they would be presented twice a month, free of charge at various locations in Norwalk.

There were no questions.

Mr. Peter Savri, Director of Philanthropy, representing STAR requested \$20,000 to fund a customized employment program. He described the program.

There were no questions.

Reverend Roosevelt Willow, All Vessels Equality described their program working with disengaged students.

There were no questions.

Ms. Kate Guthrie, Rowan Center requested \$25,000 to support their need for crisis counseling, which is free of charge.

There were no questions.

Ms. Nancy Colpin, representing Person to Person described their program and requested \$50,000 to support the salaries of three bilingual Case Workers.

There were no questions.

Ms. Michele Conderino, representing the Open Door Shelter requested \$35,000 to support their employment placement program services.

There were no questions.

Ms. Young joined the meeting at 6:42 p.m.

Ms. Beatrix Lane, representing the Norwalk Senior Center described their programs and requested \$21,000 to launch a new behavioral health program that will serve 38 members.

There were no questions.

Mr. Adam Bovilsky, representing the Norwalk Housing Authority described the health and safety issues at the LeRoy Downs homes and requested funding to replace feeder cables and conduits.

There were no questions.

Ms. Kerry Doherty, representing Malta house described their services and requested funding to for the salary for Case Managers.

There were no questions.

Mr. John Hamilton, representing Liberations Project described their programs and requested \$25,000 for a Child Care Coordinator.

There were no questions.

Mr. Sean O'Brien, representing Home Front described their program and asked for support to fix three homes in Norwalk.

There were no questions.

A representative from Higher Education Learning Professionals described their program that helps students prepare for college.

There were no questions.

Ms. Krissy Case, representing Family and Children's Agency described their program and requested \$25,000 to support their outpatient behavioral services.

There were no questions.

Ms. Denise Sesara, representing Elder House described their services and requested funding to support low income families in need of respite care.

There were no questions.

Ms. Sylvia Archibold, representing the East Norwalk Improvement Association requested \$11,500 for community programing.

There were no questions.

Ms. Kim Poley, representing the Domestic Crisis Center requested \$50,000 for youth and family counseling services and \$32,500 to replace their HVAC system in their Safe Hous.

There were no questions.

Mr. Clint Hamilton, representing the Carver Center requested \$63,500 to refurbish their outdoor basketball and tennis courts and to fix their existing fence.

There were no questions.

Mr. Richard Magle and Mr. Frank Casterna, representing Catholic Charities requested funding to expand their telehealth services for behavioral health.

There were no questions.

A representative from Keystone House was unable to present due to technical difficulties.

Mr. Brian Bidoli, of the Norwalk Redevelopment Agency requested \$184,000 to administer the CDBG program.

Mr. Kydes thanked all who presented this evening.

B. PLANNING AND ZONING

1. Industrial Study Update

Mr. Kleppin gave a brief update on the Industrial Study. He noted that there is a lot of text writing taking place behind the scenes.

The target for staff review of the first draft is March 1st and then the public draft will go out in the spring.

2. Zoning Study Update

Mr. Kleppin reported that they started working on the Zoning text and working on amending the POCD. He noted that the Common Council has to approve any amendments to the POCD. Ideally, they would like to get the changes done by April.

Mr. Kleppin said the Waterfront study was active and their first public meeting took place a few weeks ago.

Mr. Kleppin gave a presentation and reviewed four different scenarios. He said the Steering Committee had three meetings. He added that a conversation took place with every stakeholder in the community. He said he would forward this presentation to the Committee members.

C. ECONOMIC AND COMMUNITY DEVELOPMENT

1. ARPA - Environmental/ Green Space/ Infrastructure

Ms. Vonashek gave a presentation outlining several initiatives and said they are in a great place to move forward with economic development. Mr. Kydes noted that productivity is through the roof.

Mr. Keegan asked about the Harbor Management Plan. Ms. Vonashek said that Plan outlines the way the Harbor is managed; however, the plan presented looks for ways to enhance the use of the Harbor and if any grants are available.

III. OLD BUSINESS

There was no old business discussed this evening.

ADJOURNMENT

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

There was no further business, and the meeting was unanimously adjourned at 7:56 p.m.

Respectfully submitted,

Rosemarie Lombardi
Telesco Secretarial Services



DEPT OF FINANCE
Purchasing Department
NONCOMPETITIVE PROCUREMENT JUSTIFICATION FORM

DATE: _____

DEPARTMENT: _____

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

Check One:

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

TOTAL COST: _____ MUNIS Account: _____

VENDOR: _____

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

PA Comments: ARPA Reporting-AECD07
KIVA completed IT Security review, IT authorized (attached)

JUSTIFICATION:

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

Vendor 1: _____

Vendor 2: _____

EMERGENCY: Explain in detail the nature of the emergency

From: [Liu, Joyce](#)
To: [Callahan, Darin L](#); [Vonashek, Jessica](#)
Cc: [Conners, Sharon](#); [Church, Sabrina](#)
Subject: RE: Contractual Requirements for KIVA Partnership
Date: Tuesday, February 15, 2022 9:24:16 AM
Attachments: [image003.png](#)

Darin,

I do not think DPR applied on our usage on this website.

Joyce

From: Callahan, Darin L
Sent: Monday, February 14, 2022 6:00 PM
To: Liu, Joyce <JLiu@norwalkct.org>; Vonashek, Jessica <jcasey@norwalkct.org>
Cc: Conners, Sharon <sconners@norwalkct.org>; Church, Sabrina <schurch@norwalkct.org>; Callahan, Darin L <dcallahan@norwalkct.org>
Subject: RE: Contractual Requirements for KIVA Partnership

Does that mean that IT signing off on this contract going forward without a Data Protection Rider?

From: Liu, Joyce
Sent: Monday, February 14, 2022 5:45 PM
To: Vonashek, Jessica <jcasey@norwalkct.org>; Callahan, Darin L <dcallahan@norwalkct.org>
Cc: Conners, Sharon <sconners@norwalkct.org>; Church, Sabrina <schurch@norwalkct.org>
Subject: RE: Contractual Requirements for KIVA Partnership

Jessica,

We found the KIVA does not fulfill the following standard

1. No Disaster Response plan [Section 16]
2. No Risk Management [Section 15]
3. No Penetration Testing [Section 14.J]
4. No Vulnerability Assessment [Section 14.K]
5. Do not use Software development life cycle [Section 14.O]
6. No security testing and quality assurance testing [Section 14.P]
7. No independent attestation of cybersecurity posture [Section 13]

IT is not suggesting that KIVA is a security conscious SaaS provider. However, based on what Sabrina's previous email that explained the usage of the website, as long as Kiva is not collecting any data from city or any data on behalf of city. IT will have no objection on pursuing the use of this SaaS vendor.

Joyce

From: Vonashek, Jessica
Sent: Monday, February 14, 2022 10:14 AM
To: Liu, Joyce <JLiu@norwalkct.org>
Cc: Conners, Sharon <sconners@norwalkct.org>; Church, Sabrina <schurch@norwalkct.org>
Subject: Re: Contractual Requirements for KIVA Partnership

Perfect! Thank you!

From: Liu, Joyce <JLiu@norwalkct.org>
Sent: Monday, February 14, 2022 10:01 AM
To: Vonashek, Jessica <jcasey@norwalkct.org>
Cc: Conners, Sharon <sconners@norwalkct.org>; Church, Sabrina <schurch@norwalkct.org>
Subject: RE: Contractual Requirements for KIVA Partnership

Morning Jessica,

Our team is reviewing KIVA's IT form today. We should get back to you for the result by end of today.

Joyce



Economic Outlook

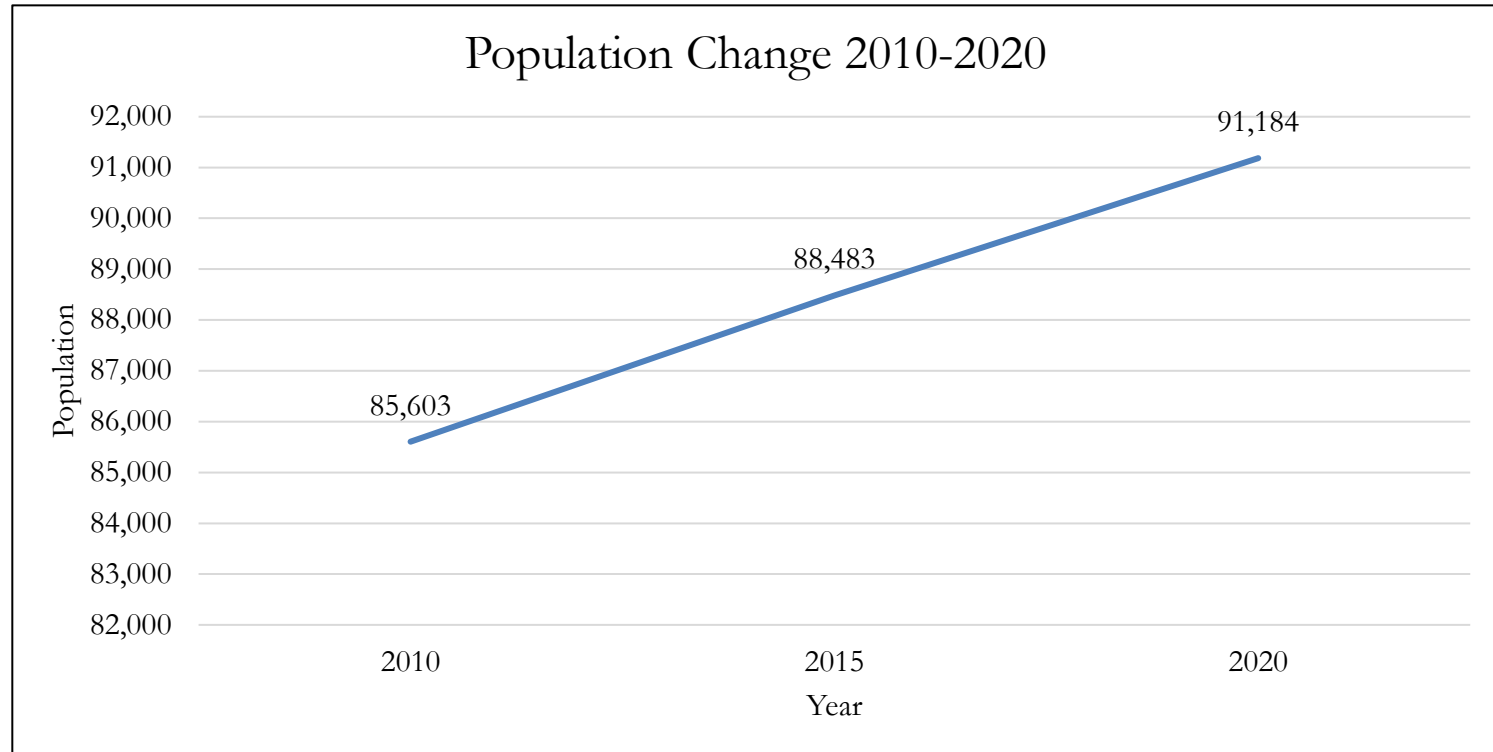
03/03/2022

Overview

- Population information
- Income information
- Employment data
- Leasing activity
 - Commercial
 - Residential
- New developments
- Planning Initiatives
- Questions/Discussion



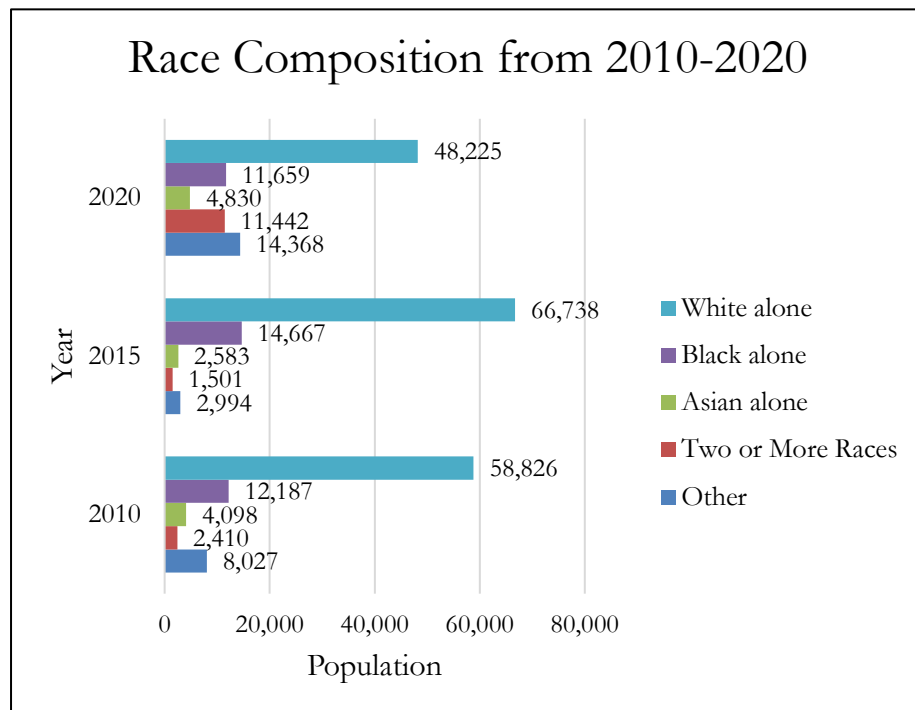
Population



Norwalk's population is **growing at a steady rate** since 2010. The 2020 census data found Norwalk's population **increased by 6.5 percent, the seventh highest increase in the state and third highest among large municipalities** or cities in Connecticut.

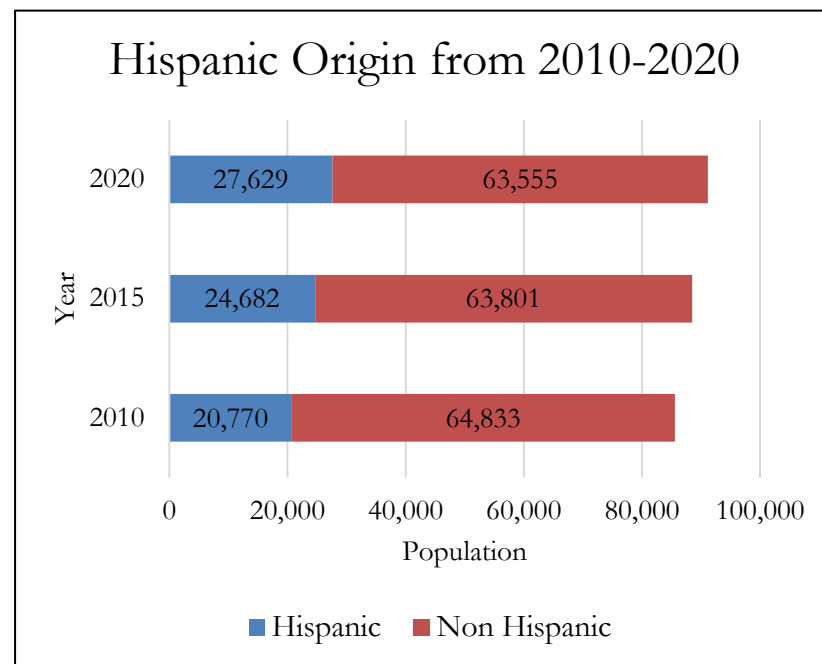
The **Census data undercounts** actual population count so we can expect the 2020-2021 numbers to be **higher** than what is listed but not by much.

Race Composition

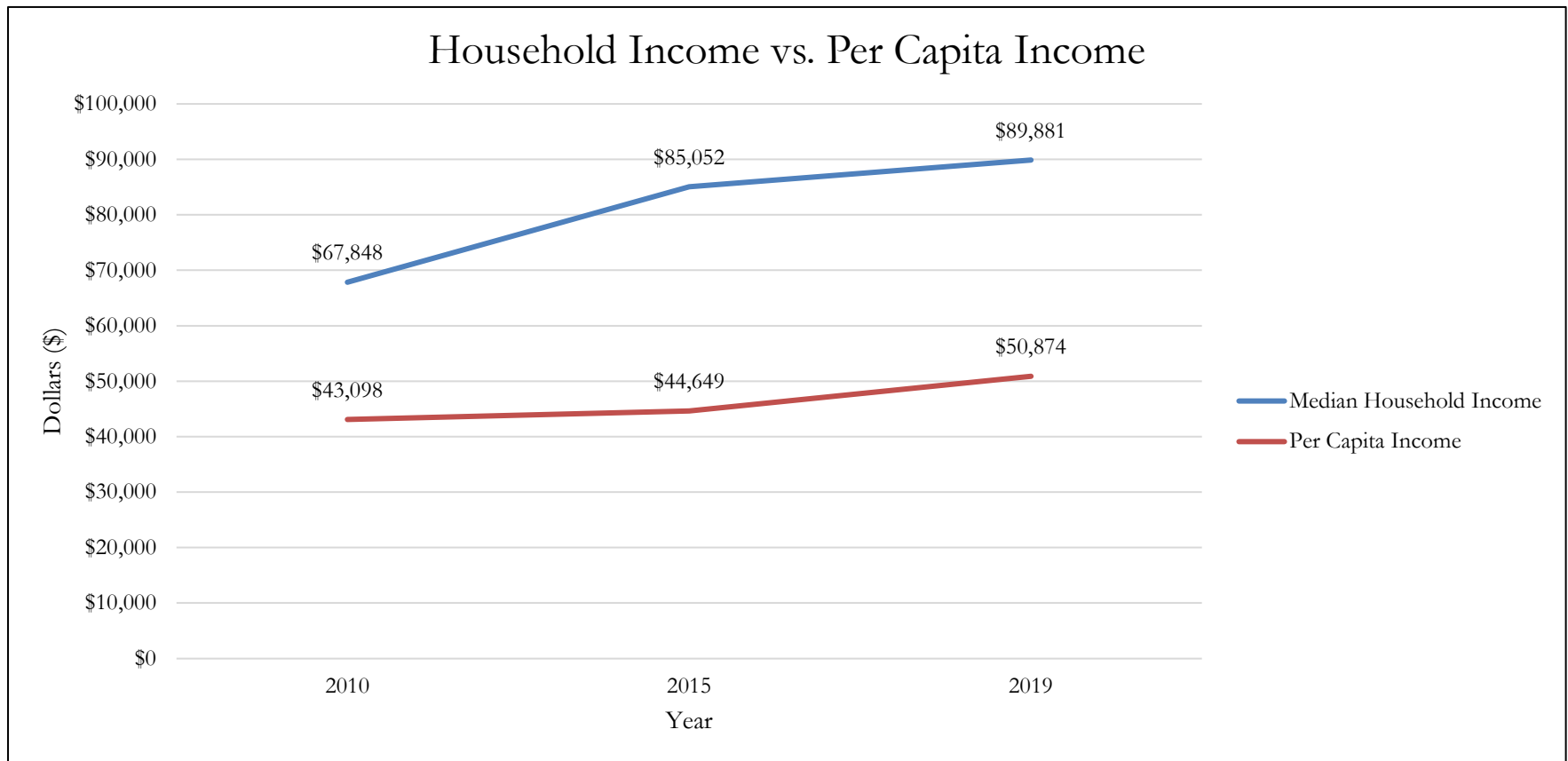


Over time there has been a **steady decline** of **non-Hispanic** individuals while there has been a **significant increase** in the Hispanic population.

The White alone and Black alone populations have **significantly declined** in recent years. While Asian alone, Two or more races, and Other races have **significantly increased**.

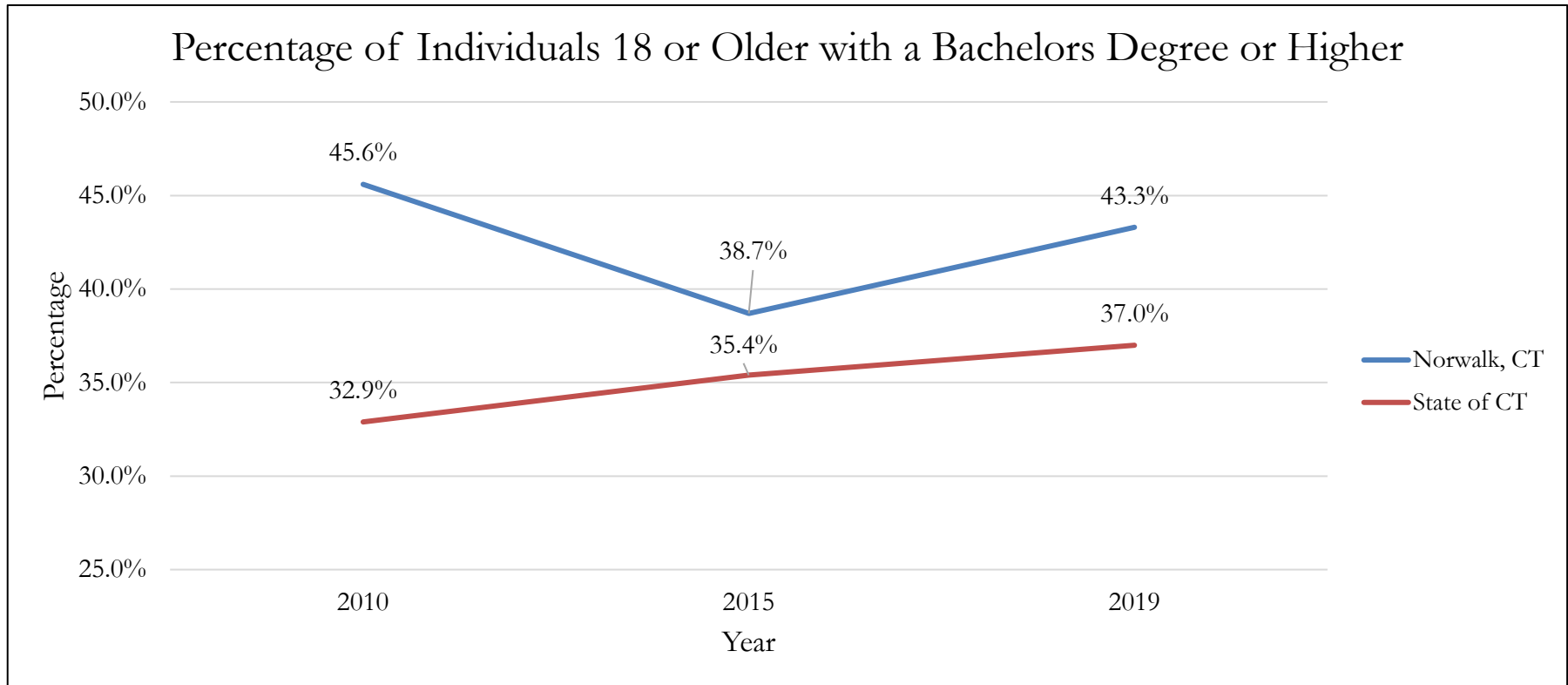


Income



Overall, **stagnant income per capita growth** but **significant increases in median household income**. This most likely means that **household sizes are getting larger and/or individuals within the household are aging** as the income of a sole individual has not raised significantly.

Educational Attainment

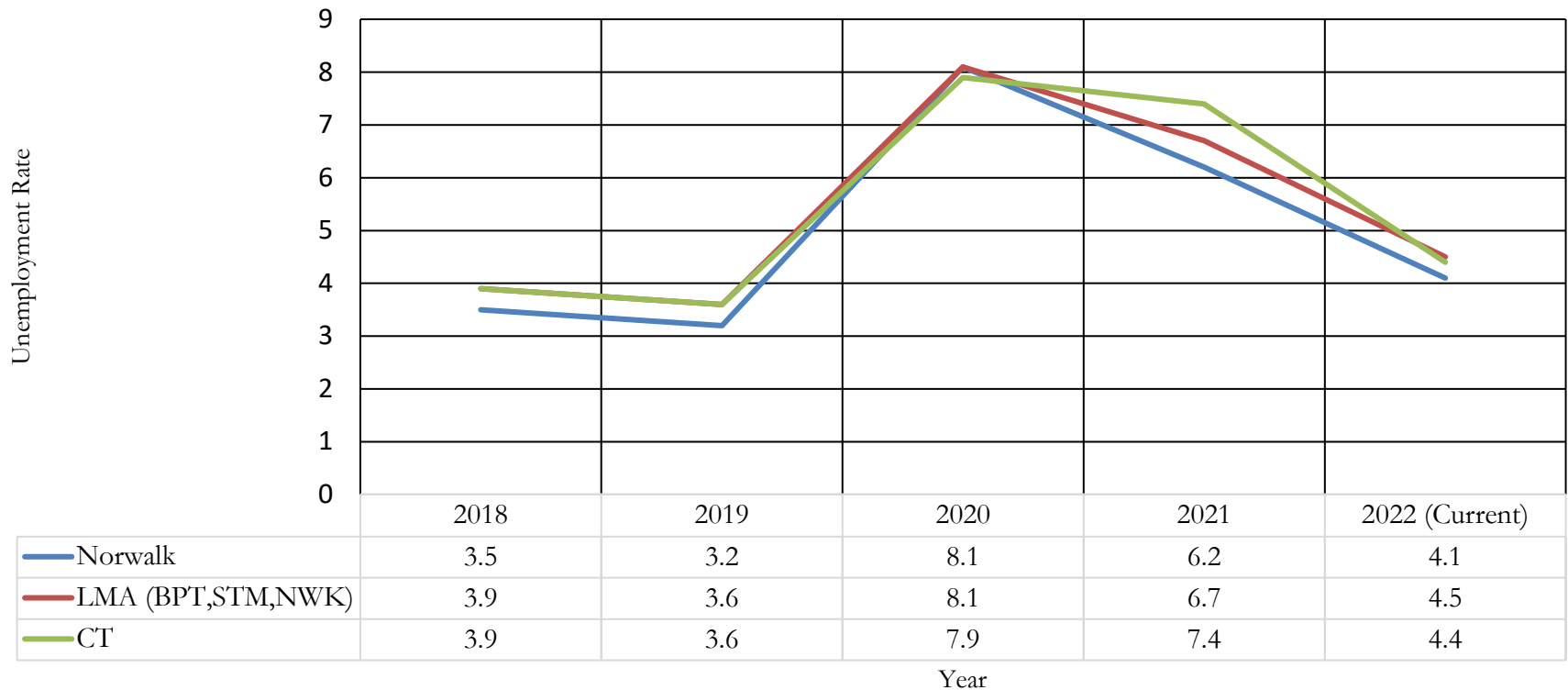


The City of Norwalk continues to have **one of the most highly educated workforce in the State** and soars well above the state average year after year.

This is an important factor for large companies while considering relocation.

Employment

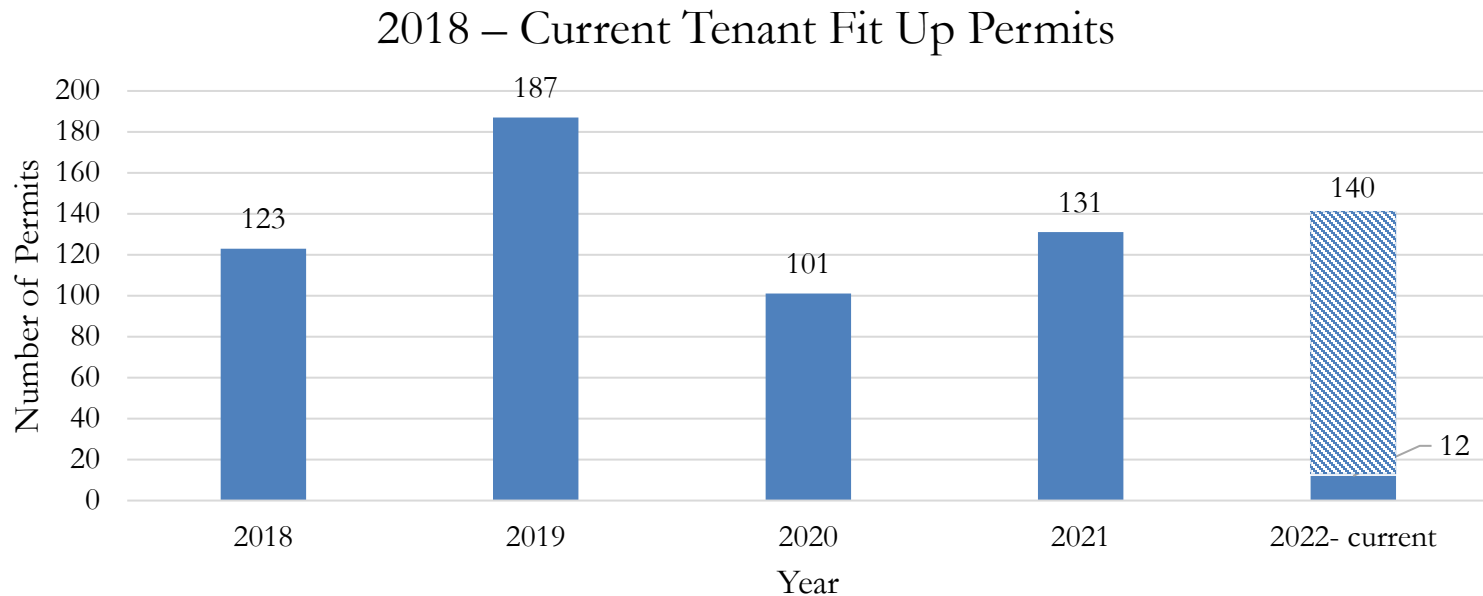
Unemployment Rate 2018-Current



Unemployment has **rebounded from COVID-19 layoffs** in the City, Labor Market Area, and State since 2020 where unemployment was at its highest.

Business Formations and Fit-Up Permits

- Since July 1, 2021, there have been 185 new business formations in the City of Norwalk. This is **slightly higher** than last year at this time. We are projecting around **370 new business formations** from July 2021 to June 2022.
- We have seen a **71 commercial tenant fit up permits** since the beginning of the fiscal year.



Leasing Activity - Commercial LMA

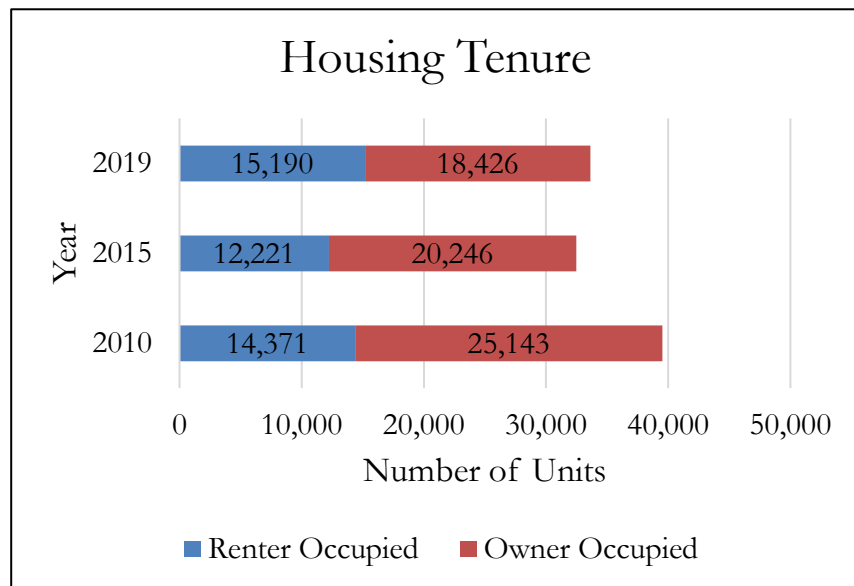
- The Bridgeport-Stamford-Norwalk, CT commercial real estate market is **weaker** compared to the overall U.S. market.
- The apartment property market is **stronger** than nationally.
- The office property market is **stronger** than nationally.
- The industrial property market is **stronger** than nationally.
- The retail property market is **weaker** than nationally.
- The hotel/lodging property market is **stronger** than nationally.

The commercial real estate market is slowly getting back on track although the rise of Omicron variant cases is casting a shadow on the path of the recovery. The **multifamily, industrial, and retail property markets will continue to recover more quickly than the office property market** where vacancy rates will likely remain elevated in 2021-2022 compared to the pre-pandemic level.

Leasing Activity - Commercial Norwalk

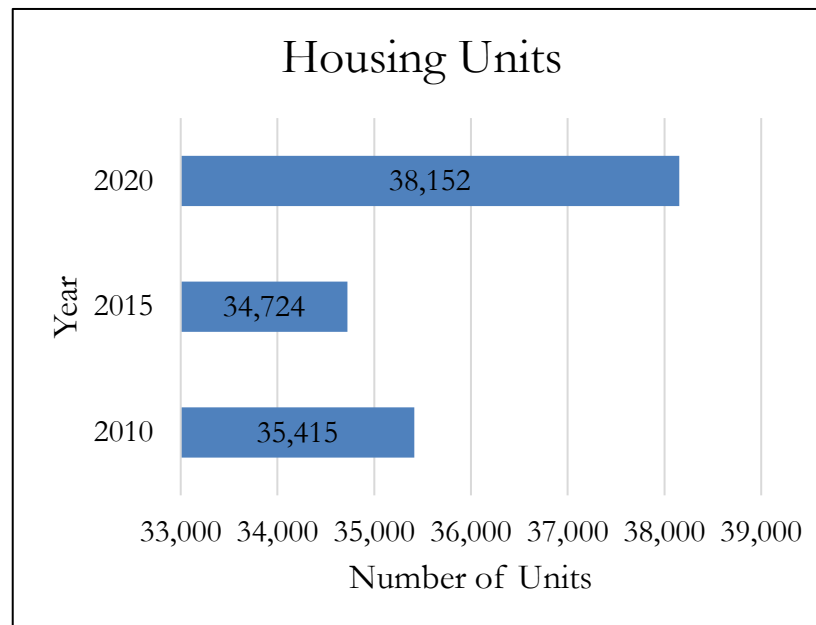
- **Norwalk** Class A office availability increased from 34.6% to **38.3%**. Of the 20 buildings surveyed, **10 experienced a decrease in available square footage**, 8 had an increase and 2 were unchanged. 201, 301 and 401 Merritt 7 combined added 157,689 sf of available space, and 801 Main Avenue and 20 Glover combined leased 90,914 sf.
- Sublease supply, fueled by a shift in workplace trends and an underlying uncertainty, is something we continue to track closely as it remains a primary contributor to overall availability.
 - Source – Choyce Peterson Year End Report 2021
- Major office permit approvals in the past week that is not reflected above at:
 - 50 Washington Street
 - Glover Avenue
 - Merritt 7

Housing Tenure



The number of overall housing units has gone up since 2010. However, **vacancy rates are at historic lows**, which shows demand for additional housing units and different types of housing units (single family, multifamily housing for all income levels, etc.)

The number of renter-occupied units and owner-occupied units is beginning to even out over time.



Housing Market Activity

Neighborhoods	Median Listing Home Price	Listing \$/SqFt	For Sale	For Rent
East Norwalk	\$556.5K	\$348	51	30
West Norwalk	\$699.7K	\$310	41	24
Springhill	\$385K	\$298	34	25
Rowayton	\$1.7M	\$612	25	13
Wolfpit	\$565K	\$316	27	12
Brookside	\$427.5K	\$292	36	19
South Norwalk	\$372.5K	\$364	25	29
Woods Pond	\$574.9K	\$314	17	3
Cranbury	\$750K	\$368	7	2
Broad River	\$609.5K	\$318	5	3
Wilton Avenue	-	-	4	2
Central Norwalk	-	-	4	22
Tracy Area	-	-	1	1
West Main	-	-	1	4

The median listing home price in Norwalk, CT was **\$550K in January 2022**, trending up **10.1% year-over-year**. The median listing home price per square foot was \$325.

In the past week, single family homes in Norwalk sold on **average for \$750,000** and spent 86 days on the market.

Source: Zillow & Guaranteed Rate Affinity

Growth Areas

- East Norwalk
- South Norwalk
- Wall/West
- Merritt 7/Glover Avenue
- Route 1 corridor



New Development

Approved Projects with Anticipated groundbreaking in 2022:

- Pinnacle, 467 West Ave.
 - 393 Residential units (40 affordable)
 - 26,000 SF of commercial space
- 10 Monroe St.
 - 150 Residential units (15 affordable)
 - 16,000 SF of commercial space



New Development

Several Significant Projects with Anticipated applications in 2022:

- South Norwalk: Monroe & Chestnut St.
- East Norwalk: Wells Fargo site
- Route 1: Westport Ave. & CT Ave.

Planning Initiatives

- Industrial Zones Study:
 - Final edits on plan nearly complete
 - Draft zoning to be reviewed with P&Z 3/3/22
 - Adoption and referrals in May, including POCD amendment referral to ECD Comm.
- Industrial Waterfront Study:
 - Second public meeting in April
 - Draft plan shortly thereafter
 - Adoption and regs changes to coincide with zoning rewrite
- Zoning Regulations Rewrite:
 - Public draft in Spring, completion, late summer
- Affordable Housing Plan
 - RFP Pending

Questions/Comments?

* All data sources from multiple year ACS or 2020 Census Data unless otherwise noted*