

**CITY OF NORWALK
PLANNING COMMITTEE OF THE COMMON COUNCIL
MARCH 3, 2011**

ATTENDANCE: Douglas Hempstead, Chair; Andrew Conroy, Carvin Hilliard (6:40 pm),
Clyde Mount, Kelly Straniti, John Tobin.

STAFF: Thomas Hamilton, Director of Finance;
Norwalk Redevelopment Agency: Tim Sheehan, Michael Moore

OTHERS: CDBG Program Grant Application Representatives (as listed pgs. 4-8)

CALL TO ORDER

Mr. Hempstead called the meeting to order at 6:30 p.m. and announced that the first part of the meeting was a discussion and review of the 2011-2012 Capital Budget.

2011-2012 Capital Budget Review and Committee Questions

Mr. Hempstead asked Mr. Hamilton to provide an overview of the past few years' Capital Budget requests from the Board of Education. Mr. Hamilton stated that the Superintendent is requesting over \$40 million over the next five years for school renovations. He reviewed that there is approximately \$6.5 million remaining from capital projects that have been nearly but not officially finalized as completed by the state over the past few years. He explained that the challenge is that there is a deadline of June 30 for the BOE to submit a well crafted five-year plan to the CT State Department of Education. He recommends that Alan Lo determine the audit status for the remaining projects that have to be finalized to have them closed out. Mr. Hempstead stated that he feels there should be no Capital Budget allocated to the BOE for 2011-12 until the \$6.5 million is used up from the past projects.

Mr. Hamilton further explained that other capital projects from City departments such as DPW for road paving and the Fire Station have been delayed to accommodate the \$200 million over the past seven years from the Board of Ed projects. He stated that the Fire Station design is well underway, and he recommends going forward with the project. He added that there is a debt service impact on the future operating budget where 2011-12 is flat but goes up \$1.2 million per year for the next five years to \$3.5 million, which has an impact on taxes. Mr. Hamilton added that there was also a request in the Capital Budget for Technology from the BOE for \$3 million each year for the next four years. Mr. Hempstead asked if there were detailed plans for what this represented, and Mr. Hamilton said that the BOE is starting to provide an inventory report and needs assessment.

He added that, however, past practice has shown that they spend to the budget rather than providing a plan of what is needed and, for example, a technology roll-out plan for the schools of what is need at each level. Mr. Hempstead asked if there was a total unencumbered number from other department City accounts which may reduce the bond amount requirements and debt service, and Mr. Hamilton stated that he did not have that number, but would work on having it sent to the Committee by e-mail to have before the next meeting. Mr. Hempstead stated that the next step for the Committee is a Public Hearing on March 30, and later in the meeting he would like to discuss the format.

Community Development Block Grant Program

Mr. Hempstead stated that the next portion of the meeting was the public hearing for the CDBG program applications, and asked Mr. Moore to bring in the participants. Mr. Moore provided an overview of the application process as submitted in the packet and presented the following summary:

MEMORANDUM

TO: All Interested Parties
FROM: Michael Moore
Senior Project Manager for Development
DATE: ~~January 12, 2011~~
RE: Notice of Funding Availability (NOFA) -- Community Development Block Grant Program, ~~Year 37~~

Pursuant to the City of Norwalk's (City) *Citizens' Participation Plan* and the regulations of the U.S. Department of Housing and Urban Development (HUD), the City of Norwalk will provide citizens and citizen organizations with an opportunity to comment on the use of an estimated ~~\$1,106,452.56~~ anticipated to be available under the City's Community Development Block Grant (CDBG) entitlement program. The City of Norwalk estimates that its entitlement grant allocation for Program Year 37 to the CDBG Program (FY~~2011-2012~~) will be approximately ~~\$1,011,606.55~~. Added to this sum is estimated an approximate ~~\$37,258.25~~ of reprogrammed funds, and ~~\$57,587.76~~ of non-revolving CDBG Program Income.

Program Year 37 (PY37) of the CDBG Program will represent the second year of the City's Five-Year Consolidated Plan for Housing and Community Development (ConPlan). The City of Norwalk and Norwalk Redevelopment Agency (Agency) have entered into a working agreement by which the Agency is identified as the sole sub recipient and administrator of the local CDBG Program. Under this agreement the Agency is charged with allotting Norwalk's CDBG resources in accordance with the needs and priorities outlined in this Plan. The allocation of CDBG resources by the Agency to address the primary objectives of the Plan is assessed by HUD annually. Thus awards via the CDBG Program are consistent with the priority objectives of the Plan as approved by the Common Council. These priority objectives include the following:

**Goal One: Support efforts to stabilize or reduce housing costs
(Housing Pathway)
Objective One**

Respond to the overwhelming percentage of Norwalk households that are housing cost burdened by providing increased access to affordable housing opportunities by fostering homeownership, providing those financial mechanisms needed to preserve Norwalk's existing housing stock, investing in the rehabilitation and increased energy efficiency of sub-standard housing units and housing placement services.

**Goal Two: Support efforts to create income stability
(Income Stability Pathway)
Objective Two**

Utilize community development resources to first invest in small businesses and redevelopment activities within low/moderate income neighborhoods thus generating employment opportunities while also providing literacy, job readiness and placement services to prepare low/moderate income residents for entry into the workforce.

**Goal Three: Support efforts to ameliorate the impacts of this economic recession on families
(Household Stability Pathway)
Objective Three**

PY 37 Community Development Block Grant Program, 2011-2012

Applicant	Proposed Project	ConPlan Need	ConPlan Priority	Project Type
1 G. W. Carver Foundation	<i>After School Program for At-Risk Teens</i>	After School Program	High	Public Service
2 G. W. Carver Foundation	<i>Door Replacement Project</i>	After School Programming	High	Public Facility
3 G.W. Carver Foundation	<i>Window Replacement Project</i>	After School Programming	High	Public Facility
4 Christian Community Action	<i>Security Deposit Program</i>	Placement Svcs	Medium	Public Service
5 City of Norwalk	<i>City Summer Jobs Program</i>	Summer Youth Employment	High	Public Service
	<i>Neighborhood Improvement Coordinator</i>	Basic Services	Medium	Public Service
6 City of Norwalk	<i>Norwalk ADA Compliance</i>	Basic Services	Medium	Planning
7 City of Norwalk, Dept. of Human Relations and Fair Rent	<i>Survey</i>	Basic Services	Medium	Public Service
8 The Courage to Speak	<i>Drug Prevention Education for After School Programs</i>	Drug Prevention Education	Medium	Public Service
9 Domestic Violence Crisis Center, Inc. (DVCC)	<i>Counseling Project for Victims of Domestic Violence</i>	Domestic Violence Prevention	Medium	Public Service
10 Domestic Violence Crisis Center, Inc. (DVCC)	<i>Medical Advocacy Project for Victims of Domestic Abuse</i>	Domestic Violence Prevention	Medium	Public Service
11 Elderhouse Inc.	<i>Lighting and Fixture Upgrade</i>	Basic Services	Medium	Public Facility
12 Elderhouse Inc.	<i>Security System Upgrade</i>	Basic Services	Medium	Public Facility
13 Elderhouse Inc.	<i>Fire Sprinkler System</i>	Basic Services	Medium	Public Facility
14 Family & Children Agency, Inc	<i>After School Program</i>	After School Program	High	Public Service
15 The Food Bank of Lower Fairfield County	<i>Food Bank Staffing</i>	Basic Services	Medium	Public Service
16 Housing Development Fund	<i>Affordable Housing Counseling Program</i>	Placement Services	Medium	Public Service

17	Keystone House, Inc.	Installation of Central Air Conditioning (4 St. John St. and 12 Genoa St.)	Health/Mental Health Services	High	Public Facility
18	Mid-Fairfield Child Guidance Center, Inc.	Extended Day Treatment Program	Health/Mental Health Services	High	Public Service
19	Norwalk Congregate Housing Inc. (Broad River Homes)	Parking Lot Replacement and Pathway Redesign	Housing Rehabilitation	High	Housing
20	Norwalk Economic Opportunity Now, Inc.	Bathroom Enhancement for AIC/Re-entry Participants	Basic Services	Medium	Public Facility
21	Norwalk Economic Opportunity Now, Inc.	Teen Fatherhood Program	Basic Services	Medium	Public Service
22	Norwalk Economic Opportunity Now, Inc.	GED Preparation and Job Development II	Literacy/GED/Customized Job Training	High	Public Service
23	Norwalk Education Foundation	After School Program	After School Programming	High	Public Service
24	Norwalk Emergency Shelter	Emergency Generator Installation Project	Basic Services	Medium	Public Facility
25	Norwalk Historical Society	Peace-by-Piece Intergenerational Grant Program	After School Programming	High	Public Service
26	Norwalk Housing Authority	Early Childhood Reading Program at King Kennedy	Literacy	High	Public Service
27	Norwalk Housing Authority	Renovation/Expansion of Roodner Court Learning Center	After School Programming	High	Public Facility
28	Norwalk Redevelopment Agency	Impediments to Fair Housing General CDBG Program	Preservation	High	Public Service
29	Norwalk Redevelopment Agency	Administration	n/a	n/a	Administration
30	Norwalk Redevelopment Agency	City Neighborhoods - TOD Master Plan Implementation	Housing Rehabilitation/Preservation	High	Urban Housing
31	Norwalk YMCA	Father/Child and Mentor/Youth Mentee Relationship	Drug Prevention/Domestic Violence Prevention/Child Care	Medium	Mini-Public Service
32	San Vincenzo Place Homeowners Association	Energy Efficiency Improvement Initiative	Housing Rehabilitation	High	Housing
33	Senior Services Coordinating Council	Project Network Building Futures Through Mentoring	Basic Services	Medium	Public Service
34	Serving All Vessels Equally (S.A.V.E.)		After School Programming	High	Public Service

Mr. Moore, reviewed the procedure for conducting the public hearing, and asked those who planned to speak to state their name, credentials or affiliation to the application, the amount requested, how funds will be used, the outcome of people served, and to describe how their applications meet the objectives in the city's Consolidated Plan for Housing and Community Development..

He asked the presenters to limit comments only as relevant to the application as listed, comments were to be limited to 2½ minutes in length, and when the time was close to the limit speakers would be given a notice to summarize their closing comments, and he reviewed the following priority ranking method:

City of Norwalk 2010 - 2014 Consolidated Plan for Housing and Community Development

NEEDS

GOAL ONE: Housing Pathway - Support Efforts to Stabilize or Reduce Housing Costs

Objective One - Respond to the overwhelming percentage of Norwalk households that are housing cost burdened by providing increased access to affordable housing opportunities by fostering homeownership, providing those financial mechanisms needed to preserve Norwalk existing housing stock, investing in the rehabilitation and increased energy efficiency of sub-standard housing units and housing placement services.

Priority	Output Targets
1 Housing Rehabilitation	150 Housing Units
2 Energy Efficient Renovations	Over Term of
3 Preservation	ConPlan
4 First-Time Homeownership	(Unduplicated)
5 Placement Services	
6 Tenant-based Rental Assistance	
7 Rehabilitation Administration	

GOAL TWO: Income Stability Pathway - Support Efforts to Create Income Stability

Objective Two - Utilize community development resources to first invest in small businesses and redevelopment activities within low/moderate income neighborhoods thus generating employment opportunities while also providing literacy, job readiness and placement services to prepare low/moderate income residents for entry into the workforce.

Priority	Output Targets
8 Business Loans	5 Loans
9 Literacy/GED/Customized Job Training	150 Persons
10 Summer Youth Employment	250 Youth
11 Section 108-financed activities	1 Activity/Project
12 HOPE VI/Choice Neighborhoods application	1 Application

GOAL THREE: Household Stability Pathway - Support Efforts to Ameliorate the Impacts of This Economic Downturn on Families

Objective Three - Invest in programs, facilities and initiatives which strengthen those families impacted by the recent economic recession including basic necessities (i.e. food, fuel and emergency shelter), child care services, health care - including mental health services, domestic violence prevention, drug prevention education and after-school programming.

Priority	Output Targets
13 Health/Mental Health Services	150 Persons
14 After-School Programming	500 Youth
15 Domestic Violence Prevention	250 Persons
16 Drug Prevention Education	250 Youth
17 Child Care Services	100 Children
18 Basic Services	250 Persons

Prior to the application presentations, Mr. Sheehan asked Mr. Moore to give an overview of the CDBG program process. Mr. Moore stated that in 2010 the City was faced with a continuing upheaval in the housing market combined with a dramatic decline in the economy which is especially severe for low income households. He added that here are strategies that may be used by the City to stabilize housing costs and create income stability, and support organizations are trying to assist low income residents with the impact of the economic depression on families.

He stated that in addition, these programs enable people to find jobs, retain jobs and transition from one career to another, become appropriately trained for jobs, and bring stability to families.

Mr. Hempstead asked for examples of collaboration as was started last year in an effort to share resources in an efficient manner along with stating if funds were to be matched or used as leverage for matching grants. He also mentioned that there are federal energy rebates and grants available for certain building renovations.

The following represents the list of application presenters in order of appearance.

The following comments are not verbatim and represent a summary of statements made.

1. Novelette Petarkin, Representing George Washington Carver Center, Presented the following PY37 Applications:

After School Program for At Risk Teens:	\$30,000
Door Replacement Project	\$24,412
Window Replacement Project	\$48,730

She stated the program objectives as outlined in the PY37 Summary. She added that Carver has received CDBG funding over the past five years for this activity, along with providing funds for students to visit historic black colleges for students in the college application process. There were no questions asked or comments made by the Committee members.

2. Darlene Young, City of Norwalk, presented the City Summer Job Program for Summer Youth Employment, in the amount of \$20,000. She stated the program objectives as outlined in the PY37 Summary and added that City has partnered with STRIVE and many others over the past five years. She stated that financial literacy is one of the goals for this program that has provided 175 jobs last year, and they anticipate this number to go up to 210 this year, along with providing training for employment skills.

3. Christy Pope, Representing Christian Community Action Presented the PY37 Application entitled Security Deposit Program in the amount of \$4,000.00 and stated the program objectives as outlined in the PY37 Summary, adding that funds would provide security deposits to affect transition from homelessness to supportive/permanent housing. There were no questions asked or comments made by the Committee members.

4. David Shockley, City of Norwalk, presented the City Neighborhood Improvement Coordinator Program in the amount of \$20,000 and stated the program objectives as outlined in the PY37 Summary. There were no questions asked or comments made by the Committee members.

5. Adam Bovilsky, introduced himself as Director of the City's Human Relations and Fair Rent Departments and he presented the PY37 Application for the Norwalk ADA Compliance Survey in the amount of \$30,000. He stated the program objectives as outlined in the PY37 Summary, adding that the application is in accordance with the transition plan for accessibility to City buildings. There were no questions asked or comments made by the Committee members.

6. Carol Troy, Representing Courage to Speak Presented the PY37 Application entitled Drug Prevention Education After-School Program in the amount of \$19,000 and stated the program objectives as outlined in the PY37 Summary, adding that they were in operation for fifteen years since Ginger Katz lost her son, Ian, to a drug overdose. She stated that the program is evidence based with parent involvement and a curriculum based program in the middle and elementary schools. She provided a flyer for the annual family night and invited Committee members to attend. There were no questions asked or comments made by the Committee members.

7. Rachelle Kucera-Mehra, representing the Domestic Violence Crisis Center-DVCC presented the PY37 Applications for the following:

Counseling Project for Victims of Domestic Violence: \$25,000.

Medical Advocacy Project for Victims of Domestic Violence: \$25,000

She stated the program objectives as outlined in the PY37 Summary, adding that they go above and beyond normal program outreach, serving 1,750 victims, responding to E.R. calls and Safe House. She added that they partner with Norwalk Hospital and Norwalk Community College.

8. Ms. Denise Cesareo, representing Elderhouse, Inc. presented the PY37 Applications for Lighting and Fixture Upgrade/Security System Upgrade/Fire Sprinkler System for a total of \$50,000. She stated the program objectives as outlined in the PY37 Summary, and added that it was an Energy Efficiency Upgrade representing 50% grant for the total costs of the programs. She added that this is a drop-in/pick-up program providing nine hours of care, no one is turned away, and hands-on care is provided to the frail person requiring care and family support.

She stated that there is an increase in elder abuse as the economy presents a struggle on families, and the number of seniors needing care is on the rise, especially those with Alzheimer's, along with intergenerational needs. There were no questions asked or comments made by the Committee members.

9. Patricia Marsden-Kish representing Family & Children's Agency, presented the PY37 Application entitled After School Program in the amount of \$25,000. She stated the program objectives as outlined in the PY37 Summary, adding that the target middle school students. Mr. Hempstead asked how many students are services, and she replied 36, and they are partnered with the Norwalk Housing Authority.

10. Ms. Kate Lombardo representing The Food Bank of Lower Fairfield County presented the Food Bank Staffing project in the amount of \$25,000. She stated that this is the first time applying to Norwalk, however although their address is Stamford they have served Norwalk residents for the past ten years. They provide and deliver food to the area Soup Kitchens Malta House, and the Homeless Shelter, and out of the six area cities, Norwalk is the second largest number of residents. She provided statistics on the number of pounds of food served and the retail value of nearly \$3million, which has provided tremendous savings to other agencies.

11. Ms. Deborah McKenzie of the Housing Development Fund presented the Affordable Housing Counseling Program in the amount of \$26,000 and stated that they provide placement services for over 55 households in Norwalk to avoid foreclosures, currently providing counseling of families at the goal of 60 families.

12. Mr. James Robertson of Keystone House, Inc. presented the Installation of Central Air conditioning 4 St. John St. and 12 Genoa St. in the amount of \$17,600. He added that there was a one to one match, and that there were also energy efficiency grants involved for this Housing Rehabilitation program servicing individuals with health and mental health issues.

Mr. Hempstead asked that in the interest of the children that were in attendance, if the order could be moved up to allow them to present next.

13. Sheri McCready, representing Norwalk Housing Authority presented the PY37 Applications entitled early Childhood Reading Program at King Kennedy, in the amount of \$15,000 and the Renovation/Expansion of Roodner Court Learning Center in the amount of \$86,650. She introduced program coordinators and students and stated the program objectives as outlined in the PY37 Summary, are to get children to believe in themselves, She added that one of the goals is for parents (single mothers) to learn interactive parenting skills, and that there was a job skills training program for literacy coordinators for math and Spanish. Mr. Hempstead asked if other sources of funding were available, and Ms. McCready replied that there is a match of 50%, but that federal and state funds were drying up. Mr. Hilliard commented that he admires the passion that they have for this project. There were no further questions asked or comments made by the Committee members.

A representative from the Norwalk Historical Society stated that they also had many children out in the hallway, and asked if they also could present next.

14. Laura Macaluso, representing the Norwalk Historical Society presented their Peace by Peace, Intergenerational Grant application in the amount of \$15,000. She introduced their staff of teachers and student representatives from the After School Art Program. She introduced program coordinators and students and stated the program objectives as outlined in the PY37 Summary, are to get children to have after school art programs. She added that one of the goals is for students and parents to participate in the City's quilt of diversity that represents Norwalk and the many ethnic groups that make up the population of the City.

15. Stuart Greenbaum, representing Mid-Fairfield Child Guidance, presented the PY37 Application, Extended Day Treatment Program for the amount of \$25,000 that is used as leverage for matching grants. He stated the project objectives as outlined in the PY37 Summary and added that they see approximately forty students each year helping them transition back into the public school system. He added that these services save the Norwalk Public School district over \$500,000 in out-of-district placements. There were no questions asked or comments made by the Committee members.

16. Robert Schulman, representing Broad River Homes Presented the PY37 Application entitled Parking Lot Replacement and Pathway Redesign in the amount of \$36,0300 and stated the program objectives as outlined in the PY37 Summary. Mr. Hempstead stated that this was the first conversion of a City school into Senior Housing in 1993. There were no further questions asked or comments made by the Committee members

17. Mr. Chip Anderson and Mr. Donald Thomas from the Norwalk Economic Opportunity Now, Inc. (NEON) presented the PY37 Applications as follows:

Bathroom Enhancement for AIC/Re-entry Participants	\$18,800
Teen Fatherhood Program	\$10,000
GED Preparation and Job Development II	\$18,500

They stated the program objectives as outlined in the PY37 Summary and stated that these programs will provide education, counseling and support services for teen fathers, and those students at risk of dropping out of high school. Mr. Hempstead asked if they partner with other agencies, and Mr. Anderson replied that they partner with the Norwalk Housing Authority. There were no further questions asked or comments made by the Committee members.

Mr. Moore stated that the next application on the schedule was the Norwalk Education Foundation and they could not be here due to a conflict with their program tonight, but that their application for their After School Program, similar to last year in the amount of \$20,000 is included on the list.

18. Mr. Frank Concepcion, from the Norwalk Emergency/Open Door Shelter, presented the Emergency Generator Installation Project for \$68,775 and stated the project objectives as outlined in the PY37 Summary. He added that they have modified their name to the Open Door Shelter and they are not moving from their current location, known as the Soup Kitchen. Mr. Hempstead asked if the City's Facilities has assisted with this generator project, and Mr. Sheehan replied that Alan Lo has been involved with the bid process.

Mr. Moore stated that the next applications were from the Norwalk Redevelopment Agency and would be moved to the end of the presentation order.

19. Mr. Michael Case, representing the Norwalk YMCA, presented the Father/Child and Youth/Mentee Relationship Program in the amount of \$15,000. He added that there is a match and stated that they serve over 80 children and this year's plan is to include girls in the program.

20. Ms. Jackie Byron and Ms. Pam Ballard, of the San Vincenzo Place Homeowners Association presented the Energy Efficiency Improvement Initiative and in the amount of \$129,000 and stated that it will be used as leverage for a FEMA SBA Disaster match of one to one. She added that the complex is on a hill and has had damages to the windows from the recent storms. Ms. Ballard, an associate with the association, also spoke and reminded the Committee that this is one of the original "affordable housing projects from the 1980's.

21. Laura Epstein, representing Senior Services Coordinating Council (SSCC), Presented the PY37 Application entitled Project Network in the amount of \$29,850 and stated the program objectives as outlined in the PY37 Summary, which represented a renewal of the much needed program for the growing senior population of Norwalk. There were no questions asked or comments made by the Committee members.

22. Reverend Ewell of the Serving All Vessels Equally (SAVE) organization presented the PY37 Application entitled Building Futures through Mentoring program in the amount of \$20,000.00 and stated the program objectives as outlined in the PY37 Summary, added that this program is partnered through the Office of Juvenile Justice Prevention for youth in danger of entering gangs, the dollars are used to mentor youth, and 97% of the students are from single parent homes. There were no further questions asked or comments made by the Committee members.

23. Delores Edwards, Application ID No. 189, Representing Sickle Cell Disease, Presented the PY37 Application entitled SCOPE-Sickle Cell Outreach for Education Program in the amount of \$10,000.00 and stated the program objectives as outlined in the PY37 Summary and stated that this program will provide education, screening, counseling and support services to person affected with sickle cell disease and the trait. Additional education will be provided through media and outreach efforts to work with schools, health centers to reach 300 students, testing 150. Funding will support program delivery costs. There were no questions asked or comments made by the Committee members.

24. Dorothy Bradshall, representing Women's Business Development, Presented the PY37 Application entitled Micro-enterprise Assistance Project in the amount of \$30,000 to match a federal grant and stated the program objectives as outlined in the PY37 Summary. She added that this is a Business Development Program in conjunction with U.S. Small Business Administration and Fairfield County Business Administration through the State of Connecticut. She stated that funding from the state had been cut by 30-40% and this program helps people create jobs and financial stability, helps businesses stay open and provide supplemental income to those who have lost primary jobs for the families.

25. Kathleen Hunter, representing Norwalk Supporting Housing Works presented the PY37 Application entitled Norwalk Supporting Housing Works Initiative Program in the amount of \$7,000 and stated that they were formerly called Fairfield Housing. She added that the goal of this grant was specifically to identify, and develop support services required to provide outreach services necessary to secure rental subsidies. She stated that with the needs of the increasing elderly population and the intergenerational community permanent housing, it was increasingly challenging to address affects of the recession with involvement by the community stakeholders. There were no further questions asked or comments made by the Committee members.

Mr. Hempstead closed the public hearing portion of the meeting at 9:15 p.m. and requested a five-minute recess. The regular portion of the meeting was reconvened back into session at 9:20 p.m.

APPROVAL OF MINUTES

Mr. Sheehan stated that there were several corrections and he submitted written changes to be made into the minutes, as follows:

Page 2: Before the motion for the of Approval of Minutes, add the following: Mr. Hempstead also indicated that he spoken with Ms. Lauricella after the December meeting asking for available times to discuss her concerns. She replied that no new minutes have been issued, but had submitted with corrections.

Page 3 Paragraph 2: last sentence add the word “Authority” after Housing. The last sentence on this page should read “She explained that while the positions are similar, there are 1,600 families in Norwalk in public housing and that the Resident Occupancy Self Sufficiency Program would be specifically targeted to Washington Village.

Page 4: Under CDBG the motion should read:
**MR. TOBIN MOVED TO SCHEDULE A PUBLIC HEARING ON THE CDBG GRANT APPLICATIONS SCHEDULED FOR MARCH 3, 2011 AT 7:00 P.M.

**** MR. CONROY MOTIONED TO TABLE THE MINUTES FROM THE JANUARY 6, 2011 MEETING, PENDING REVIEW OF CORRECTIONS AS SUBMITTED BY MR. SHEEHAN.**

**** THE MOTION PASSED UNANIMOUSLY.**

Review progress to date on the City’s CDBG Consolidated Plan.

Mr. Moore presented the following summary providing a mid-year performance and overview of the applications target outputs and spending to date, as follows:

	Amount of CDBG Funds	Percentage Drawn or Pending	Target Outputs	Target Outputs as of End of February 2011
Norfolk Redevelopment Agency - After School Continuum				
Carver	\$ 75,000.00	<50% of Award	50 youth	78 youth
NEF				Activity to begin in March '11
NHA			50 youth	
FCA			50 youth	35 youth
MFCGC			25 youth	36 youth
SCDA			25 youth	51 youth
Broad River Homes - Roof Renovation Project	\$ 28,000.00	<50% of Award	This entity will serve beneficiaries of other partners	
			48 units	
Carver - General Facility Renovations	\$ 33,000.00	<50% of Award	1 facility/100 households	On target to meet output projection
Christian Community Action - Security Deposit Program	\$ 2,000.00	<50% of Award	4 households	1 household
City of Norwalk - Neighborhood Improvement Coordinator	\$ 17,000.00	50% of Award	3 housing units	Reported as part of City Neighborhoods
City of Norwalk - Summer Youth Employment Program	\$ 20,000.00	<50% of Award	110 youth	110 youth
Elderhouse - General Facility Renovations	\$ 100,000.00	<50% of Award	100 individuals	60 individuals
Housing Development Fund - Affordable Housing Counseling Program	\$ 26,000.00	<50% of Award	30 individuals	55 individuals
NEON - GED Preparation and Career Counseling	\$ 15,000.00	<50% of Award	15 individuals	15 individuals
NEON - Door Replacement Project	\$ 20,000.00	<50% of Award	1 facility/100 individuals	On target to meet output projection
Norwalk Housing Authority - Renovation of Irving Freese Senior Housing Project	\$ 35,000.00	<50% of Award	1 facility/49 households	On target to meet output projection
North Walke Housing Corporation - City Neighborhoods	\$ 697,991.00	50% of Award	10 housing units	Projected Output (109 housing units)
Rowayton Senior Housing - Sprinkler System Installation	\$ 129,691.00	<50% of Award	24 housing units	24 units
WBDC - Microenterprise Technical Assistance	\$ 20,000.00	50% of Award	15 individuals/micro-enterprises	14 individuals/micro-enterprises

Mr. Hempstead stated that as a general comment on the process in response to the grant applications, as what was done last year, he would like to see a collaborative effort made by the agencies, particularly in the category of after-school programs. He added that he would like to see a breakdown from the agency on this collaboration, along with the requested amounts for CDBG funding, and comparisons of the last prior years.

Mr. Mount asked about the priority ranking on the application chart, and in particular for issues of building safety and feeding homeless, if they should be rated high in terms of priority. Mr. Hilliard asked about the youth at risk criteria and in particular when there is a male adult mentor figure involved, this is a critical element of the program. He stated that he feels programs such as should be a high priority. Mr. Sheehan replied that this is a baseline method of compiling criteria and some could be questioned if they are high or medium, but again, it is a starting point for comparison.

Mr. Hempstead asked who had done the presentation on Norwalk's Plan for Ending Homelessness that was presented in draft form to the council and if it has been provided to the Redevelopment Agency. Mr. Sheehan stated that he had not seen it, and Mr. Conroy stated that he believed it was done by Mr. Kennedy with the United Way. Mr. Hempstead stated that someone should try to get a copy of this plan, as it is an important part of this process.

Mr. Hempstead asked if the Department heads would be requested to present their 2011-2012 budgets at the regular meeting, and in the interest of time it was agreed that they would be asked to be present to answer questions and not necessarily make the full budget presentation. Following a discussion of the time and agendas involved, it was agreed to keep the same format as last year.

Economic Development Updates

POKO: Mr. Sheehan stated that there has been an extension requested on the March 14 deadline; Mr. Hempstead asked why, and Mr. Sheehan replied that there was no indication as to the reason for this extension. He added that he does know that all of the complex financing is not in place, and Mr. Hempstead stated that he would prefer to only approve a 90 or 180 day extension—in other words, keep the leash short to be sure it is a real deal. Mr. Sheehan stated that there should be performance measures for the developer, and Mr. Hempstead stated that he wants to see proof of intent with a letter from the state agency or from the financial supporter. Mr. Sheehan stated that according to the LDA a letter from the agency has been provided to Corporation Counsel. He closed by saying he will have this on the agenda for the next meeting.

SELIGSON: Mr. Sheehan stated that he would like delay any action on this project until May due to the number of items on the Committee's plate in April with the CDBG process and Capital Budget.

95-7: Mr. Sheehan stated that there is no change with the bank status, and as discussed last month they are working on providing a timeline of expectations and project status.

West Avenue: Mr. Sheehan stated that the City has decided not to open North Water Street, which he refers to as Reed Street. He stated that the lights are installed but are still not on, and according to Mike Yozak, the circuit boxes are on order. He added that DPW has claimed that it is a Deering issue and not the DPW, but regardless, he feels that this is a huge safety issue.

He explained that the center divider is not clearly marked, and if someone who is unfamiliar turns off the I-95 exit, they could easily end up in that lane straddling the divider. He added that he does not understand why this has happened, and is hoping that DPW addresses this issue immediately.

Mr. Conroy asked about the RDA's role with the CDBG approval process, especially since three of the applications are coming from that agency. Mr. Sheehan replied that they are in a joint role capacity with the Committee with the application review process, but he recommended that the Redevelopment Agency does not vote.

NEW BUSINESS

Mr. Hempstead asked the Committee for their point of view as to the format for the Capital Budget public hearing, or if it should be split up into a different method versus what was done last year. Ms. Straniti stated that everyone should not have to sit through a presentation of each department's capital budget. Mr. Conroy asked if they had considered attendance by the Department Heads should be time-staggered as what was suggested for next year's CDBG hearing. Mr. Sheehan replied that last year's question and answer approach rather than presenting the entire capital budget worked well, and he felt that since the Committee had to be here, the Department Heads should be present for the entire portion and not try to do a staggered time for each of the Capital Budgets.

OLD BUSINESS

There was no old business discussed.

EXECUTIVE SESSION

Mr. Hempstead called for a motion to enter into Executive Session for the purpose of discussing an update of real estate negotiations.

- ** MR. CONROY MOTIONED TO ENTER INTO EXECUTIVE SESSION FOR THE PURPOSE OF DISCUSSING AN UPDATE OF THE REAL ESTATE NEGOTIATIONS**
- ** THE MOTION PASSED UNANIMOUSLY.**

The meeting went into Executive Session at 9:50 p.m. and was reconvened into public session at 10:30 p.m. There were no votes or actions taken.

ADJOURNMENT

- ** MS. STRANITI MOVED TO ADJOURN.**
- ** THE MOTION PASSED UNANIMOUSLY.**

The meeting adjourned at 10:35 p.m.
Respectfully submitted, Marilyn Knox, Telesco Secretarial Services