FINANCE/CLAIMS COMMITTEE MEETING

Thursday May 9, 2013 7:30P.M.

CITY HALL
Room 101
125 East Avenue
Norwalk, Connecticut
AGENDA

1. Approve the Minutes of the following Finance Committee Meeting:
   March 14, 2013

2. Claims Committee: receive the monthly Claims report; review and approve claims as required for Claims Report dated:
   April 11, 2013
   May 9, 2013

3. Narrative on Tax Collections dated May 9, 2013- Receive Report and discuss.

4. Monthly Tax Collector's Report Dated April 30, 2013 - Receive Reports and discuss.

5. Approve FY 2013-14 Parking Authority Budget.

6. Approve FY2013-14 WPCA Budget

7. Authorize the Mayor, Richard Moccia, to execute an amendment to the Agreement with Vision Government Solutions, Inc., for the supply, installation, data conversion, training, and 24 months technical support for the Building Official Software System for an amount not to exceed $50,000, account 09130600-5777-C0375 .

8. Authorize the Mayor, Richard Moccia, to execute an Amendment to the existing Agreement with Innovating Interfaces, Inc., for the renewal of the Automated Library Management system Hardware and Software Maintenance Agreement. The Amendment coverage periods and costs shall be as follows: July 1, 2013 – June 30, 2014: $38,484; July 1, 2014 – June 30, 2015: $39,639; July 1, 2015 – June 30, 2016: $40,828 (Account 010600-5269).

9. Authorize the Purchasing Agent, Gerald J. Foley, to issue annual Purchase Orders to Cellco Partnership d/b/a Verizon Wireless for cellular, blackberry, and wireless broad band access services for various City Departments for an annual amount not to exceed $50,000.00, per fiscal year, for a period not to exceed two (2) years, [with one (1) one (1) year optional extensions. Accounts various.

10. Receive Board of Estimate and Taxation Appropriations dated May 6, 2013.

11. Resolution making appropriations for various public improvements aggregating $19,684,000 for the 2013-2014 capital budget and authorizing the issuance of $15,653,000 general obligation bonds of the city to meet certain appropriations in the 2013-2014 capital budget.

CITY OF NORWALK
FINANCE/CLAIMS COMMITTEE
MARCH 14, 2013

ATTENDANCE: Carvin Hilliard, Chair; John Igneri; Nicholas Kydes; Matthew Miklave; Douglas Hempstead (7:58 p.m.);

STAFF: Thomas Hamilton, Finance Director; Lisa Biagiarelli, Tax Collector; Fred Gilden, Comptroller

OTHERS: Bruce Kimmel, Common Councilmember; Tony Daddona, NPS Interim Superintendent; Elio Longo, NPS COO, Jeff Ziplow and Dominic Barone, Blum Shapiro; Pauline Smith, Director of Pupil Personnel; David Watts, Common Councilmember, (8:18 p.m.)

Mr. Hilliard called the meeting to order at 7:33 p.m. and announced that a quorum was present.

** **MR. KYDES MOVED TO APPROVE THE MINUTES OF THE FOLLOWING FINANCE COMMITTEE MEETINGS:**

February 14, 2013
February 19, 2013
February 21, 2013

The following correction was made to the minutes of the February 14, 2013 meeting.

Page 7: 8^{th} paragraph, first sentence should read: Mr. Kimmel said that he had done some research on this and about 600 courses have closed across the nation.

** **MOTION TO APPROVE THE MINUTES AS CORRECTED PASSED UNANIMOUSLY**

Mr. Miklave rescused himself from voting on the following item and left the Common Council chambers.

CLAIMS COMMITTEE: RECEIVE THE MONTHLY CLAIMS REPORT; REVIEW AND APPROVE CLAIMS AS REQUIRED FOR CLAIMS REPORT DATED:
MARCH 14, 2013.

Ms. Biagiarelli reported that there were two claims this evening due to their dollar amount. One was an overpayment and the other was a duplicate payment. She said that anything over $10,000 has to be voted upon.

** **MR. HILLIARD MOVED THIS ITEM TO THE FULL COMMON COUNCIL**

** **MOTION PASSED UNANIMOUSLY**

Mr. Miklave returned to the Common Council chambers.

** **MR. IGNERI MOVED TO RECEIVE THE NARRATIVE ON TAX COLLECTIONS DATED MARCH 14, 2013- RECEIVE REPORT AND DISCUSS.**

AND TO RECEIVE THE MONTHLY TAX COLLECTOR'S REPORT DATED FEBRUARY 28, 2013 - RECEIVE REPORTS AND DISCUSS.

Ms. Biagiarelli reviewed her written report dated March 14, 2013. She reported that collections are on track and are slightly ahead of last year in terms of collections. Demand notes were issued earlier this month. Ms. Biagiarelli said that they anticipate filling lien continuing certificates for past due real estate taxes and sewer use charges at the close of business that day.

** **MOTION PASSED UNANIMOUSLY**

RECEIVE BOARD OF ESTIMATE AND TAXATION APPROPRIATIONS DATED MARCH 4, 2013

Mr. Hamilton reported that the Board of Estimate and Taxation approved one special appropriation for $55,875 from Increased Revenues to various Fire Department accounts to cover the costs associated with the process of hiring new firefighters. He said that a total of 80 candidates made the eligibility test and the Chief is estimating that approximately 50 will remain once they take their physical ability assessment.

** **MR. HILLIARD MOVED THIS ITEM TO THE FULL COMMON COUNCIL**

** **MOTION PASSED UNANIMOUSLY**

PRESENTATION AND REVIEW THE STATUS OF THE ONGOING FOCUSED OPERATIONAL REVIEW OF SELECTED AREAS OF THE NORWALK PUBLIC SCHOOLS WITH BLUM, SHAPIRO & COMPANY, PC WHICH IS CONDUCTING THE REVIEW – CONTINUATION FROM FEBRUARY 14, 2013 MEETING

Mr. Ziplow presented a Power Point presentation of their special education analysis.

Mr. Barone reviewed the special education procedures. He said that the budget amounts have not been altered significantly in the budget process.

Mr. Hempstead joined the meeting at 7:58 p.m.

Mr. Miklave asked for an explanation of the difference between accounts 562 and 563. Ms. Smith explained that account number 562 is the tuition account that is used to pay other educational authorities. Account number 563 is when they place students out of district.

Mr. Kydes asked what would happen if expenditures were under budget and there was a surplus. Mr. Barone said that the money would go back to the fund balance. Mr. Miklave asked if there is nothing that prevents a budget from not being reflective of the actual expenses. Mr. Barone said that the budget is an estimate at the beginning of the year and an estimate at the end of the year. He said that the budget document is the budget document and they are able to transfer budget dollars.

Mr. Longo said that the revised budget is inclusive of all intra year transfers. Mr. Kimmel asked if the revised budget amount is excessive, considering the amount in the original budget. Mr. Ziplow said that special education is an issue in many school districts; this is not solely an issue with Norwalk. He said that they can do their best to try and figure it out, but it is a moving target.

Ms. Smith explained that when she does her budget, she knows certain information and puts in her request based on the information she has at that time. When the funds are insufficient it reflects a change in student rosters. Mr. Kimmel noted that it is more often that students will come into the district rather than leave. Mr. Smith agreed.

Ms. Smith said that Norwalk seems to have more families moving in and there has been a significant increase in students with severe emotional needs and are placed out of district. There are many variables that are hard to predict. Mr. Hempstead said that moving forward, he hopes that someone will go back 10 years to look at trends.

Mr. Watts joined the meeting at 8:18 p.m.

Mr. Ziplow agreed and said that trends are important to take into account when creating the budget. Mr. Barone said that the special education tuition accounts have been overspent for FY09 – FY12.

Mr. Kydes asked for clarification; in FY 09-10-11 there were negative variances. He asked what happened in 2011 when they were $1 million to the negative side. He asked about the reason behind the transfer of $634,000 and where it came from. Mr. Barone said that something had to be under budget somewhere else. Mr. Kydes reiterated that he was trying to understand where the money came from. Mr. Barone said that he could not provide the Committee with that detail.

Mr. Hamilton said that it was not until 2012 that the Board of Education recorded transfers in the MUNIS system. Mr. Longo said that until 2012, the sole focus was on the bottom line. He said that he reviewed documents going back to 2007 and saw minor transfers.

Mr. Kimmel said that apparently not all of the transfers went before the Board of Education. Mr. Longo said he was correct and a change of practice took place in 2012. Mr. Ziplow said that there were no transfers in 2009-2010-2011.

Mr. Hempstead said that a new sheriff came to town to clean up the procedures. He said that the overall cash flow hides a lot of sins. Mr. Ziplow said that in 2012 the new sheriff understood what to do and looked at things in a cost effective, financial way. Mr. Hempstead said that the hope is to get real numbers with real reasons.

Mr. Miklave said that in looking at fiscal yearend 2011 there was a deficit of over $1 million. He asked if there was evidence that the staff of the Board of Education was aware of that $1 million deficit. Mr. Barone said that they had to know it by the reports. Mr. Miklave asked if there is evidence they ran reports. Mr. Barone said that there was no evidence that they ran reports.

Mr. Miklave asked Ms. Smith about the $1 million deficit. Ms. Smith said that in her office she understood that they were allowed to go into deficit, but those accounts were reconciled at the end of the year. Mr. Miklave asked Ms. Smith, if in 2011 she knew or had discussions with the superintendent that the special education accounts 562 and 563 would be overspent by $1 million and did the superintendent have a plan to cover those expenses. Ms. Smith said that the finance office knew there was not enough money in those accounts. She said that she did not know if there was a plan; she was not typically involved in those conversations.

Mr. Kydes said that he was very disturbed by what he was hearing tonight. He said that every penny has to reconcile. He asked where was the accountability? He told Ms. Smith that as a director of a department she was responsible for her budget. He said that they need to understand who was responsible for the lack of controls. He added that he would hate to hear that there are two sets of books.

Mr. Hempstead asked if the school is obligated to provide services to a child that has been identified by the school system as requiring services. Mr. Longo said that they were obligated. Mr. Hempstead asked if they ended up with 30 extra students, would they have to provide for them, even if they were not in the plan. Mr. Longo said that they would have to provide services for those students.

Mr. Longo said that regarding the $1 million, if you look back at 2009-2010-2011 you will learn that the budget at June 30th was balanced, yet in FY11, the combined special education accounts showed a deficit of $1 million. He said that the Board of Education must have identified an offset for that amount. He said that there were years where insurance fund was not delivered to the City dollar for dollar.

Mr. Igneri said that it seems that the budget system is flawed and should be improved. Mr. Longo said that Ms. Smith's requests were closer to the actual compared to the final approved budget.

Mr. Kimmel said that from the City side, they felt that it was necessary for the Board of Education to have a contingency, but there was hesitancy from the Board of Education. He said that he was not surprised that there was a short fall in the special education budget, but was surprised at the ease in covering that shortfall.

Mr. Kimmel said that it is interesting how the former superintendent was able to whittle down the insurance projections when the budget requests made were between 5% and 8%. Mr. Longo said that is what got them into trouble.

Mr. Miklave said that he wondered if there was an intentional decision by the Board of Education not to transfer money into the insurance fund. He added that if a CFO of a publically traded company misstates books, someone goes to prison. He said that if there was a deliberate decision not to transfer funds to cover expenses to balance the books than that is a shocking disclosure.

Mr. Barone explained that the purchase orders were not utilized appropriately; they were used after the services were received. In addition, the purchase orders did not include enough detail. Mr. Kydes asked about the authorization process for purchase orders. Mr. Barone said that the purchase orders were for special education services. Mr. Kydes asked if the budget called for those kinds of services. Mr. Barone said that they were.

Mr. Kydes said that he is looking for separation of responsibilities and making sure those funds are spent for the purpose they were approved for. Mr. Ziplow said that the person who submitted the purchase order was not the same person who cut the check.

Mr. Barone explained that the budget transfers were not utilized adequately; the formal budget transfer policy was ambiguous. Mr. Longo described the current practice. Mr. Daddona said that he vaguely remembered that the budget transfers went to the Board of Education over the years. He said that he did not know how much came through, but there were a great many at the end of the fiscal year.

Mr. Hempstead said that the transfers should be recorded in the minutes.

Mr. Kydes left the meeting at 9:06 p.m.

Mr. Daddona said that at one time, the transfers did not go to the Board of Education. He said that he would have to go back to the policy. He said that he recalls that in 2009 there were transfers that went to the Board of Education. He suggested checking the minutes because they have to approve transfers.

Mr. Kimmel said that from 2005 – 2009 the transfers came before the Board of Education. In 2006 the Board was not happy with the format and it was changed. He said that he recalled that at almost the end of the year there were budget transfers. There was an assumption that these were all of the transfers being made, but he is not sure that is the case. Mr. Kimmel said that they were generally small transfers.

Mr. Ziplow said that it is clear to them that they were transfers approved by the Board of Education. Mr. Barone explained how the revenues were processed in the pupil personnel services department.

Mr. Hempstead said that in looking at 2009, there were almost $3.2 million in reimbursements from the State, but that was reduced to $1.9 million in 2010. Ms. Smith explained that during those years, there was excess cost reimbursement; the State determines what they will reimburse the district. She said that they are totally dependent upon what percentage the State reimburses.

Mr. Longo agreed and said that in 2009 the State was reimbursing districts dollar for dollar; in subsequent years the reimbursement was 70 cents on the dollar.

Mr. Barone presented their recommendations. Mr. Hempstead asked about the underutilization of the MUNIS system. Mr. Ziplow said that people are not using the features and functions in the system. He said that some people may need additional training. He said that by utilizing the technology, they can be more efficient.

Mr. Miklave asked about workers compensation cost trends. Mr. Ziplow said that he got an uncomfortableness in terms of workers compensation. Mr. Hamilton explained that any money budgeted for workers compensation goes into the insurance fund for workers compensation. He said that it is on the City side of the budget for the Board of

Education. He said that the trend is that they tipped over from having s surplus to being in a deficit position.

Mr. Hamilton said that there is a lot of uncertainty in projecting liabilities. He said that on a cash basis, that fund is in a healthy position. Insurance funds can be a source of real financial concern in some communities.

Mr. Miklave asked if the MUNIS system being underutilized is a Board of Education issue or is it a Citywide issue. Mr. Barone said that they did not do a lot with the City. Mr. Hamilton said that they have some power users of MUNIS, including Mr. Gilden, but generally they could use more training. He said that the City departments enter their budgets into MUNIS.

Mr. Miklave suggested thinking about increasing the overall use of the MUNIS system and if necessary to provide Citywide training.

Mr. Hilliard thanked Mr. Barone and Mr. Ziplow for doing a masterful job. He also thanked the Board of Education for their participation and for cooperating with this. He said that in his 10 plus years on the Common Council, this is the best he has seen of the City and the Board of Education working together.

Mr. Kimmel handed Mr. Longo a sheriff's badge.

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

There was no further business and the meeting was unanimously adjourned at 9:36 p.m.

Respectfully submitted,

Rosemarie Lombardi
Telesco Secretarial Services

AGENDA APRIL 11, 2013

CLAIMS COMMITTEE MEETING

REFUNDS PROCESSED CLAIMS COMMITTEE		APPROVED BY TAX COLLECTOR		REPORTED TO CLAIMS COMMITTEE
BLACKIE ALAN GEORGE		11-MV-305071	($155.18)	PRORATION
CAB EAST LLC		10-MV-307794	($23.67)	PRORATION
	($332.53)	11-MV-307671	($308.86)	ABATEMENT
CAB EAST LLC		09-MV-307729	($228.15)	ABATEMENT
		09-MV-307676	($195.98)	ABATEMENT
	($635.97)	09-MV-307736	($211.84)	ABATEMENT
CAB EAST LLC	($3.087.98)	10 & 11-MV-SEVERAL SEE BACK UP		PRORATIONS & ABATEMENTS
CAB EAST LLC	($3,779.23)	10-MV-SEVERAL SEE BACK UP		PRORATIONS & ABATEMENTS
CAB EAST LLC	($4,108.39)	10-MV-SEVERAL SEE BACK UP		ABATEMENTS
CHASE AUTO FINANCE CORP		11-MV-310453	($129.09)	PRORATION
CHIEFFALO MICHAEL E		11-MV-310948	($10.90)	PRORATION
CHOW SOFIA		11-MV-311085	($52.67)	PRORATION
CORNELL ROBERT L OR CARYN A		11-MV-402504	($230.96)	DUPLICATE BILLING (11-312765)
DCFS TRUST		10-MV-314926	($87.36)	PRORATION
	($284.80)	11-MV-314773	($197.44)	PRORATION
FORD MOTOR CREDIT CO		09-MV-321715	($121.79)	PRORATION
FORD MOTOR CREDIT CO		10-MV-321664	($291.68)	PRORATION
FORD MOTOR CREDIT CO		10-MV-321663	($376.47)	PRORATION
	($586.27)	11-MV-321479	($209.80)	PRORATION
FORD MOTOR CREDIT		10-MV-321666	($443.10)	ABATEMENT
	($873.39)	11-MV-321481	($430.29)	ABATEMENT
FORGER FREDERICK L JR		11-MV-321502	($123.47)	PRORATION
HONDA LEASE TRUST		11-MV-405993	($52.11)	PRORATION
KOROSHETZ ROBERT OR SUZANNE		11-MV-333153	($34.41)	PRORATION
MANFREDI JESSICA M		11-MV-337693	($360.24)	OVERPAYMENT

CLAIMS COMMITTEE MEETING

REFUNDS PROCESSED CLAIMS COMMITTEE		APPROVED BY TAX COLLECTOR		REPORTED TO CLAIMS COMMITTEE
MARTINEZ LOIDA E		11-MV-408093	($54.68)	OVERPAYMENT
MEDINA –CORONEL ALBA D		11-MV-339960	($64.64)	PRORATION
MENA LOURDES		11-MV-340205	($46.01)	PRORATION
NISSAN INFINITI LT		11-MV-343894	($310.02)	PRORATION
RUBISTEIN ARTHUR OR SHARON R		11-MV-353190	($36.05)	PRORATION
RYDER TRUCK RENTAL IN RYDER TRUCK RENTAL L		11-MV-353535	($338.58)	PRORATION
RZUCIDLO SUSAN I & RZUCIDLO GENE		11-MV-353600	($207.68)	OVERPAYMENT
SCHIANO MICHAEL V		11-MV-354893	($67.65)	ABATEMENT
THE OPTION II LLC		10-MV-361222	($20.72)	PRORATION
	($74.92)	10-MV-361218	($54.20)	PRORATION
THELUSCA KERLINE		11-MV-360276	($24.52)	PRORATION
TOYOTA MOTOR CREDIT CORP		11-MV-361632	($255.47)	PRORATION
	($640.27)	11-MV-361822	($384.80)	PRORATION
WOLOSHIN MICHELLE		11-MV-366885	($133.96)	PLATES TRANSFERRED TO LOWER VALUE VEHICLE
GENERAL ELECTRIC CAPITAL CORPORATION		10-PP-201328	($1,840.42)	COC/ASSESSORS
CHASE		11-RE-109395	($2,901.09)	OVERPAYMENT
RE: 7 SHEILA CT FITZGIBBON MARCIA				
ECHO VALLEY LLC		11-RE-107910	($3,162.58)	COC/ASSESSORS
FRANK JEROME		11-RE-109456	($100.00)	OVERPAYMENT
HELEN E SHIELDS LIVING TRUST		11-RE-124409	($2,639.46)	PROPERTY SOLD/PAID IN ERROR
	($2,765.21)	11-RE-124410	($125.75)	PROPERTY SOLD/PAID IN ERROR

SPECIAL REQUEST

UNITED CONGREGATIONAL CHURCH NORWALK CT		10-RE-127490	($8,264.74)	TAX EXEMPT
	($13,408.98)	11-RE-127494	($5,144.24)	TAX EXEMPT

Bill #	vehicle	plate #	Check	Refund
10-MV-307662	2007/Ford Edge	790 WND	9	$ 363.86
11-MV-307582	" "	"	1	$ 379.44
10-MV 307788	2006/Ford Edge	793 WOO	6	$ 194.17
11-MV-307667	" "	" "	7	$ 391.35
10.MV-307717	2010 Ford Focus	155 YDK	5	$ 66.34
11-MV-307624	" "	"	3	$ 285.03
10-MV-307723	2008/Ford Escape	650 XYD	5	$ 381.64
11-MV-307652	" "	"	3	$ 373.94
10-MV-307726	2007/Ford Edge	829 XOS	5	$ 299.35
11-MV-307672	" "	"	3	$ 352.86
		Total		$ 3,087.98

Bill #	Vehicle	plate #		Refund
10-MV-1498	2011/Ford FUS	400 TMO	4	$ 73.52
10-MV-307630	2007/Ford Fusion	526 WDJ	9	$ 237.81
10-MV-307635	2007/Ford Expediti	563 WAH	9	$ 526.82
10-MV-307691	2008/MERC MARNR	953 WAE	9	$ 398.57
10-MV-307708	2007/Ford Explorer	412 WFP	9	$ 389.18
10-MV-307710	2007/Ford Explorer	544 WDJ	9	$ 383.43
10-MV-307711	2007/Ford Explorer	546 WDJ	9	$ 395.46
10-MV-307713	2007/Ford Edge	822 WEU	8	$ 359.38
10-MV-307715	2007/Ford F150	57CE72	9	$ 416.54
10-MV-307721	2008/Ford Escape	437XNR	5	$ 345.13
10-MV-307727	2007/Ford Fusion	851LEJ	5	$ 253.39

Total $3,779.23

Bill #	Vehicle	Plate #	Check	Refund
10-307562	2008/MAZD 3	118WMF	2	$ 250.74
10-307576	2008/Ford Exped	207WLN	2	$ 342.71
10-307593	2008/ Ford Focus	336 WXM	2	$ 70.59
10-307628	2008/ mazda 3	518 WYD	2	$ 69.70
10-307660	2008/LNDR	779WNH	2	$ 584.29
10-307676	2008/LNDR	905WPZ	2	$ 555.48
10-307692	2008/Ford Explor	962 KFV	2	$ 247.94
10-307702	2008/Ford F250	61CR31	2	$ 436.54
10-307728	2008/Ford Focus	943 WTM	3	$ 120.70
10-307730	2008/MAZD CX9	454WTK	1	$ 110.45
10-307748	2007/Ford Edge	340 WHJ	4	$ 306.68
10-307756	2008/Linc	556 WVU	4	$ 307.94
10-307768	2008/ Linc	649WRR	4	$ 302.98
10-307769	2008/Ford Fus	663 WRR	4	86.14
10-307778	2008/Linco	699 WRR	4	$ 179.03
10-307805	2008/ Ford Fus	953 WTN	4	$ 136.48
	Total			$ 4,108.39

1 check # 3674781 6/29/11
2 check # 3679553 7/6/11
3 check # 3689189 7/18/11
4 check # 3683296 7/11/11

AGENDA MAY 9, 2013

CLAIMS COMMITTEE MEETING

REFUNDS PROCESSED CLAIMS COMMITTEE		**APPROVED BY TAX COLLECTOR**		**REPORTED TO CLAIMS COMMITTEE**
AMEC CARTING LLC	($7,233.88)	10-11-MV-SEVERAL SEE BACK UP		ABATEMENTS
ASKEW MARILYN		11-MV-302492	($122.15)	ABATEMENT
CALDWELL FRED JR		11-MV-800201	($34.25)	PRORATION
CHEN LIMIN		11-MV-310790	($511.41)	OVERPAYMENT
FINANCIAL SER VEH TRUST		11-MV-320672	($529.48)	PRORATION
FORGER FREDERICK L JR		11-MV-321502	($123.47)	PRORATION
HONDA LEASE TRUST		11-MV-328490	($27.03)	PRORATION
HONDA LEASE TRUST		11-MV-328623	($166.34)	PRORATION
GMAC	($3,128.05)	09-10-MV-SEVERAL SEE BACK UP		ABATEMENTS
GMAC	($4,773.15)	10-MV-SEVERAL SEE BACK UP		PRORATIONS
GMAC	($4,896.98)	10-MV-SEVERAL SEE BACK UP		PRORATIONS
GMAC	($4,956.01)	10-MV-SEVERAL SEE BACK UP		PRORATIONS
HONDA LEASE TRUST	($455.90)	11-MV-SEVERAL SEE BACK UP		PRORATIONS
JORDANIDES CAROL L		10-MV-331836	($25.65)	PRORATION
MACAO YUNDA MANUELS		11-MV-336931	($82.62)	ABATEMENT
MASSARI LUCILLE		11-MV-408138	($48.30)	PRORATION
MIRACLE TEMPLE CHURCH OF GOD IN CHRIST		11-MV-408643	($167.67)	ABATEMENT
MUCCI PATRICIA		10-MV-343236	($235.02)	ABATEMENT
NISSAN INFINITI LT		11-MV-343905	($41.09)	PRORATION
NISSAN INFINITI LT		11-MV-343836	($477.03)	ABATEMENT
SARMIENTO VICTOR MANUEL		11-MV-354555	($106.76)	ABATEMENT SENT TO BRIDGEPORT
SPECIALIZED EDUCATION OF CT		11-MV-357859	($274.48)	ABATEMENT
TOYOTA MOTOR CREDIT CORP		11-MV-361764	($24.20)	PRORATION
TOYOTA MOTOR CREDIT CORP		11-MV-361258	($52.43)	PRORATION
VAULT TRUST		10-MV-364549	($207.96)	PRORATION

CLAIMS COMMITTEE MEETING

REFUNDS PROCESSED CLAIMS COMMITTEE		APPROVED BY TAX COLLECTOR		REPORTED TO CLAIMS COMMITTEE
ZUNIGA MIGUEL A		11-MV-414176	($195.90)	OVERPAYMENT
DEFLORIOS MARKET		08-PP-200940	($425.28)	IPP FEE REMOVED
		09-PP-200947	($500.00)	IPP FEE REMOVED
	($1,175.28)	10-PP-200902	($250.00)	IPP FEE REMOVED
Y & S LAUNDROMAT LLC		11-PP-203584	($74.82)	BUSINESS DISSOLVE 4/2011
BISHOP JACKSON & KELLY LLC		11-RE-109160	($3,244.17)	DUPLICATE PAYMENT/REFINANCE
GAMA BALDEMAR & NORMA I		09-RE-109892	($250.00)	ABATE SEWER USE FEE/ON SEPTIC
		10-RE-109870	($275.00)	ABATE SEWER USE FEE/ON SEPTIC
	($810.00)	11-RE-109831	($285.00)	ABATE SEWER USE FEE/ON SEPTIC
GMAC MORTGAGE		11-RE-110902	($4,641.39)	CORELOGIC PD IN ERROR
RE: GRAY DAVID – 10 BROOKSIDE CT				
ORTOLANO JEFFREY & GINA		11-RE-107912	($3,281.26)	COC/ASSESSOR
TAVARES NELSON & ROSALIA		11-RE-107911	($3,479.68)	COC/ASSESSORS

Amec Corting LLC

Bill #	vehicle	plate #	Refund
10-MV-289	2008/mack	50313A	$ 781.51
11-MV-301372	2009/mack	46458A	2,362.68
11-MV-301382	2008/mack	50313A	1,714.49
11-MV-301398	2009/SUMMIALF-48	V88857	1,538.64
11-MV-301402	2009/SummISD38	V90410	836.56
		Total	7,233.88

GMAC -

Bill #	Vehicle	plate #	check	Refund
09-MV-324408	2007/chev Cobalt	553 WBF	1	$ 158.11
10-MV-324419	" "	" "	6	$ 149.63
09-MV-324748	2007/SAAB 97X	929 USF	2	$ 359.83
10-MV-324518	" "	"	3	$ 334.01
10-MV-324362	2007/Humm H3	246 UUU	5	$ 387.45
10-MV-324364	2007/GMC Acadia	286 WBF	6	$ 510.79
10-MV-324376	2007/HUMM H3	308 WBA	5	$ 387.45
10-MV-324407	2007/chev suburban	476 UXY	4	$ 529.50
10-MV-324481	2007/CADI CTS	827 WAH	4	$ 311.28
		Total		$ 3,128.05

GMAC

LIST YEAR	VEHICLE	PLATE#	REFUND
10-MV-324354	2008/CHEV SUBURBAN	166WLY	$546.41
10-MV-324357	2008/HUMM H2	195WLY	$316.45
10-MV-324375	2008/GMC ACADIA	304WKJ	$420.20
10-MV-324382	2008/CHEV IMPALA	341WMN	$169.59
10-MV-324385	2007/PONT G6	349WGF	$164.57
10-MV-324399	2008/GMC ACADIA	432WSL	$93.42
10-MV-324405	2008/SATURVUE XE	472WJR	$276.87
10-MV-324415	2008/SATURVUE AWD	511WNK	$213.56
10-MV-324421	2008/BUIC ENCLAVE	554WTE	$95.84
10-MV-324422	2008/CHEV TRAILBLA	556WTE	$178.33
10-MV-324426	2008/CHEV AVALANCH	564WTE	$296.14
10-MV-324429	2008/CHEV SUBURBAN	569WRB	$148.97
10-MV-324431	2008/CHEV SUBURBAN	571WRB	$347.39
10-MV-324455	2008/HUMM H3	667WTW	$139.81
10-MV-324469	2008/GMC ACADIA	697WMG	$267.15
10-MV-324482	2008/BUIC ENCLAVE	837WNH	$287.00
10-MV-324486	2007/HUMM H3	888WGP	$355.28
10-MV-324495	2007/CHEV EQUINOX	928UZJ	$306.39
10-MV-324504	2008/CHEV SILVERAD	67CY50	$149.78
		TOTAL	$4,773.15

GMAC

BILL#	VEHICLE	PLATE#	REFUND
10-324327	2008/CHEV TAHOE	193WJO	$437.20
10-324329	2007/HUMM H3	139WJM	$290.59
10-324347	2008/GMC ACADIA	107WKJ	$326.09
10-324350	2007/SATUROUTLK	119WGN	$364.65
10-324351	2008/CADI CTS	121WZU	$329.40
10-324372	2008/CHEV MALIBU	294WNZ	$154.75
10-324384	2007/PONT TORRENT	346WGF	$266.26
10-324400	2007/CADI ESCALADE	435UYB	$431.90
10-324401	2007/SAA 93	438WGD	$200.71
10-324406	2008/CHEV SUBURBAN	473WLY	$297.91
10-324420	2007/GMC YUKONDEN	554WES	$457.91
10-324424	2007/CHEV EQUINOX	561NPV	$229.79
10-324425	2008/CHEV SILVERAD	561WRB	$149.78
10-324428	2008/CHEV EQUINOX	568WKW	$252.50
10-324434	2008/CHEV TAHOE	588WRB	$145.72
10-324436	2008/BUIC ENCLAVE	595WRB	$143.48
10-324437	2008/CHEV EQUINOX	598WKW	$180.43
10-324438	2008/CHEV TRAILBLA	599WKW	$237.91
		TOTAL	$4,896.98

GMAC

BILL#	VEHICLE	PLATE#	REFUND
10-324441	2007/CHEV IMPALA	622WCS	$159.13
10-324442	2008/CHEV MALIBU	630UMC	$158.28
10-324444	2008/GMC YUKONXL	636WOZ	$313.72
10-324456	2007/CHEV TAHOE	668WGJ	$259.19
10-324463	2007/CHEV TAHOE	684WGJ	$431.81
10-324477	2007/CHEV COBALT	812SFD	$109.91
10-324480	2008/CHEV MALIBU	820WOB	$201.80
10-324483	2008/CHEV TRAILBLA	857JGZ	$403.22
10-324484	2008/HUMM H3	869WSP	$175.10
10-324489	2008/SAA 93	892WLJ	$154.73
10-324492	2008/CHEV TAHOE	916WTH	$291.46
10-324493	2007/CHEV TAHOE	924WAE	$302.22
10-324498	2007/GMC YUKON	971WKR	$365.05
10-324501	2008/CADI CTS	997WKR	$289.24
10-324506	2008/CHEV SILVERAD	71CV53	$80.47
10-324511	2007/CHEVSILVERAD	59CD27	$378.54
10-324512	2008/SAA 93	400WVP	$373.25
10-324514	2008/SAA 93	449WSA	$283.80
10-324517	2008/CADI CTS	898WLJ	$225.09
		TOTAL	$4,956.01

Honda

Bill #	vehicle	plate #	Refund
11-328316	2009/Honda Pilot	182XFK 114703656	$ 177.75
11.328688	2009/HOND CRV	617XON 121714224	93.49
11-328445	2010/HOND Civic	357XST 123541007	91.65
11-328560	2009/HOND CIVIC	469XLU 117567874	93.01
		Total	455.90

TAX COLLECTOR'S REPORT
APRIL 30, 2013

REVISED

FISCAL YEAR 2012-2013 (2011 GRAND LIST)	ORIGINAL LEVY	ADJ. TAX COLLECTIONS JUN 12 - APR 13	COLLECTION %	CORRECTED LEVY*	COLLECTION %
AUTOMOBILE-REGULAR	$15,053,085.96	$13,813,748.62	91.77%	$14,732,176.08	93.77%
AUTOMOBILE-SUPPLEMENTAL	$2,221,140.61	$1,854,448.35	83.49%	$2,192,246.52	84.59%
PERSONAL PROPERTY	$14,792,059.96	$14,130,253.19	95.53%	$14,620,465.96	96.65%
REAL ESTATE	$240,532,073.44	$237,056,703.54	98.56%	$239,783,284.14	98.86%
TOTAL TAX	**$272,598,359.97**	**$266,855,153.70**	**97.89%**	**$271,328,172.70**	**98.35%**
SEWER USE	$13,356,387.00	$13,068,796.48	97.85%	$13,295,135.00	98.30%
IPP FEE	$250,000.00	$212,177.77	84.87%	$243,250.00	87.23%

FISCAL YEAR 2011-2012 (2010 GRAND LIST)		JUN 11 - APR 12			
AUTOMOBILE-REGULAR	$13,785,227.95	$12,701,081.33	92.14%	$13,498,876.63	94.09%
AUTOMOBILE-SUPPLEMENTAL	$2,016,234.17	$1,713,607.48	84.99%	$1,974,290.56	86.80%
PERSONAL PROPERTY	$14,512,277.02	$13,721,834.57	94.55%	$14,203,939.32	96.61%
REAL ESTATE	$233,976,144.84	$230,272,929.31	98.42%	$233,070,558.11	98.80%
TOTAL TAX	**$264,289,883.98**	**$258,409,452.69**	**97.78%**	**$262,747,664.62**	**98.35%**
SEWER USE	$13,158,490.00	$12,937,999.81	98.32%	$13,157,036.00	98.34%
IPP FEE	$182,250.00	$166,959.96	91.61%	$185,250.00	90.13%
TAX DIFFERENCE 2010 G.L. vs. 2009 G.L. INCREASE/(DECREASE)	$8,308,475.99	$8,445,701.01	0.12%	$8,580,508.08	0.00%
SEWER DIFFERENCE 2010 G.L. vs. 2009 G.L. INCREASE/(DECREASE)	$197,897.00	$130,796.67	-0.48%	$138,099.00	-0.04%
IPP DIFFERENCE 2010 G.L. vs. 2009 G.L. INCREASE/(DECREASE)	$67,750.00	$45,217.81	-6.74%	$58,000.00	-2.90%

BACK TAXES COLLECTED	FISCAL YR 2012-2013 (JUL 12 - APR 13)	FISCAL YR 2011-2012 (JUL 11 - APR 12)	CUR YR vs.PRIOR YR INC/(DEC)
PRIOR TAXES	$1,965,139.81	$2,170,370.32	($205,230.51)
PRIOR SEWER USE FEE	$141,569.83	$202,362.60	($60,792.77)
PRIOR IPP FEE	$8,086.24	$6,409.21	$1,677.03
TOTAL PRIOR TAX, SEWER & IPP	**$2,114,795.88**	**$2,379,142.13**	**($264,346.25)**
CURRENT INTEREST	$612,152.23	$601,113.02	$11,039.21
PRIOR INTEREST	$605,156.69	$760,436.42	($155,279.73)
SEWER USE FEE INTEREST	$59,833.13	$79,908.71	($20,075.58)
IPP FEE INTEREST	$5,802.21	$4,123.93	$1,678.28
TOTAL INTEREST COLLECTED	**$1,282,944.26**	**$1,445,582.08**	**($162,637.82)**
PRIOR LIEN FEE	$12,091.62	$14,553.78	($2,462.16)
CURRENT LIEN FEE	$3,661.26	$6,120.00	($2,458.74)
TOTAL LIEN FEE COLLECTED	**$15,752.88**	**$20,673.78**	**($4,920.90)**
MISC FEES COLLECTED**	**$131,895.29**	**$60,401.14**	**$71,494.15**
TOTAL PRIOR TAX, ALL INTEREST & ALL FEES	**$3,545,388.31**	**$3,905,799.13**	**($360,410.82)**

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

MEMORANDUM

MARCH 26, 2013

To: Members of the Board of Estimate and Taxation

From: Kathryn R. Hebert
Administrative Services Manager

Re: **Parking Authority Approved Budget FY 13-14**

Attached is the Parking Authority's FY 2013-14 Operating Budget as approved at their meeting on February 27, 2013. The FY 2014 Operating Budget represents an increase of 2.35% in expenses, not including debt service (effective budget increase with debt service is 4.48%). Parking system budget highlights:

Expenses:

- An increase of 13.22%/$134,027 in debt service.
- A decrease in parking violation management and collection of 1.02%/$12,000 reflecting a reduction in parking violation tickets, increased warnings and targeted enforcement for egregious violations.

Revenues:

- Parking violation revenue represents a decrease in ticket writing and 12% of the overall revenue pool (down from 15% for FY 2013 and down from 19% for FY 2012).
- Transient revenues are increased slightly due to higher compliance and longer transaction times.
- Increase in permit revenues reflects an increase in demand system wide.
- Increase in advertising revenues ($2,200) reflects multiple opportunities.
- Increase in revenues ($10,896) generated at the ATMs at the South Norwalk Railroad Station and the Maritime Garage.

Norwalk Parking Authority
BUDGET SUMMARY
FY 2014

	Actual FY 2010	Actual FY 2011	Actual FY 2012	Projected FY 2013	Proposed Budget FY 2014	Variance to FY 2013	Variance % to FY 2013
PARKING REVENUE							
Monthly	1,942,808	1,971,891	2,026,215	2,124,841	2,314,662	189,820	8.93%
Transient	1,981,829	2,215,337	2,233,772	2,284,778	2,295,302	10,523	0.46%
Validations	0	0	0	0	0	0	#DIV/0!
Meter Revenue (Sono)	242,670	235,247	253,175	241,336	241,690	354	0.15%
Parking Violation Revenue	1,113,546	997,635	865,371	636,697	702,530	65,833	10.34%
Less: Refunds	(6,100)	(3,714)	-2,010	(999)	0	999	-100.00%
Less Sales Tax	(131,259)	(138,032)	(146,257)	(160,038)	(163,214)	(3,176)	1.98%
TOTAL PARKING REVENUE	5,143,494	5,278,364	5,230,266	5,126,616	5,390,970	264,353	5.16%
OTHER REVENUE							
Advertising	0	0	0	5,000	7,200	2,200	44.00%
SNRR Lease Income	27,300	1,800	7,500	7,500	12,000	4,500	60.00%
Yankee Doodle Lease Income/NTD	300	3,600	3,600	3,600	9,600	6,000	166.67%
Easements	0	0	15,200	0	0	0	#DIV/0!
SNRR/ENRR Concessions	24,687	47,710	47,892	51,000	51,000	0	0.00%
Investment Income	18,222	26,401	20,722	6,000	6,000	0	0.00%
Storm Reimbursement (FEMA)	0	0	53,463	0	0	0	#DIV/0!
ATM Machines	12,763	13,144	12,378	13,104	24,000	10,896	83.15%
TOTAL OTHER REVENUE	83,272	92,655	160,755	86,204	109,800	23,596	27.37%
TOTAL SYSTEM REVENUE	5,226,765	5,371,019	5,391,020	5,212,820	5,500,770	287,949	5.52%
OPERATING EXPENSES							
Gross Wages	1,090,395	1,161,805	1,129,756	1,183,071	1,189,126	6,056	0.51%
FICA	95,886	100,461	99,489	90,505	90,968	463	0.51%
FUTA	10,027	10,506	10,386	9,465	9,513	48	0.51%
SUTA	38,856	40,710	40,343	36,675	36,863	188	0.51%
Workmen's Compensation	52,781	49,701	48,587	47,323	47,565	242	0.51%
Group Health Insurance	104,829	109,711	107,094	118,307	118,913	606	0.51%
401K Company Match	23,837	21,117	22,546	23,661	23,783	121	0.51%
Security Services	43,980	27,322	192,826	57,142	65,000	7,858	13.75%
Equipment Purchase	66	86,594	135,190	75,000	75,000	0	0.00%
Gas and/or Vehicle Expense	16,043	31,513	34,044	35,000	36,000	1,000	2.86%
Building Repair & Maintenance	448,023	462,515	622,359	500,000	519,489	19,489	3.90%
Sanitation Expense	8,767	20,577	17,537	23,056	23,220	164	0.71%
Sweeper Lease	2,232	18,903	0	0	0	0	#DIV/0!
Truck Payments	5,930	19,794	24,955	25,000	25,000	0	0.00%
Operating Expense	163,609	58,659	59,006	60,000	60,000	0	0.00%
Elevator Repair & Maintenance	37,618	21,669	17,340	28,000	27,600	(400)	-1.43%
Snow Removal	165,879	431,518	67,381	250,000	206,472	(43,528)	-17.41%
Signage	48,508	41,116	60,685	60,000	63,000	3,000	5.00%
Tickets	25,991	3,211	10,594	32,000	30,000	(2,000)	-6.25%
Water	0	2,955	0	0	3,024	3,024	#DIV/0!
Liability Insurance	96,862	143,271	113,327	134,446	140,512	6,065	4.51%
Maritime Garage Condo Fees.	16,972	7,856	15,712	17,500	15,600	(1,900)	-10.86%
Uniforms	8,965	4,922	15,000	10,700	15,000	4,300	40.19%
Licenses/Permit	280	2,664	109	2,000	2,100	100	5.00%
Utilities	56,339	63,343	55,687	40,138	39,720	(418)	-1.04%
Management Fees LAZ	200,000	99,995	99,993	100,000	100,000	0	0.00%
Printing	548	0	570	2,500	1,200	(1,300)	-52.00%
Office Supplies	6,307	10,015	14,959	16,000	15,000	(1,000)	-6.25%
Service Contracts - Copiers	0	5,120	10,769	7,000	11,000	4,000	57.14%
Postage	2,359	2,813	3,735	3,000	4,000	1,000	33.33%
Telephone	26,008	35,885	66,460	49,771	66,000	16,229	32.61%
Credit Card Fees	150,733	178,452	190,552	173,280	189,940	16,660	9.61%
Comm. Equip/Serv. Contracts	49,576	44,159	44,610	52,000	52,000	0	0.00%
LPR Administration	0	26,045	26,740	34,500	35,000	500	1.45%
Violation Management	60,866	109,084	91,603	100,000	92,000	(8,000)	-8.00%
Violation Collection	48,725	46,669	13,806	18,000	14,000	(4,000)	-22.22%
Website Maint, Outreach, Commun.	0	0	30,573	25,000	30,000	5,000	20.00%
Rental Lease Church Lot	5,000	5,000	5,001	5,000	5,000	0	0.00%
Contingency Fund	0	55,300	0	50,000	75,000	25,000	50.00%
Commuter Shuttle, NTD	4,377	0	0	0	0	0	#DIV/0!
TOTAL OPERATING EXPENSES	3,117,175	3,560,949	3,499,322	3,495,041	3,553,607	58,566	1.68%
CITY ADMINISTERED EXPENSES							
Enforcement Officers Wages	122,121	100,128	109,348	103,775	107,900	4,125	3.98%
Contingency	0	536	0	0	6,564	6,564	#DIV/0!
Other City Payroll Expenses	48,117	81,937	80,670	100,512	83,333	(17,179)	-17.09%
Social Security	14,512	13,904	13,993	13,984	14,629	646	4.62%
Health Insurance	44,716	27,636	29,218	32,683	35,937	3,254	9.96%
Worker's Compensation	8,700	11,604	11,604	10,055	10,552	497	4.94%
Pension	5,360	8,476	13,228	18,153	21,183	3,030	16.69%
City Provided Liability Ins	29,732	62,356	64,225	44,449	59,492	15,043	33.84%
Unemployment	0	0	534	643	589	(55)	-8.49%
Electric	274,352	276,505	219,564	260,337	285,200	24,863	9.55%
Business Exp.	658	2,286	4,580	2,826	4,500	1,674	59.24%
Sewer	4,462	5,146	4,258	8,487	8,500	13	0.15%
Professional Service	80,679	19,726	4,638	31,827	30,000	(1,827)	-5.74%
Legal Service Retainer	21,679	34,761	10,576	31,827	30,000	(1,827)	-5.74%
Bank Fees & Credit Card Fees	49,624	0	0	0	240	240	#DIV/0!
NPD Webster Traffic control	23,101	5,216	0	0	0	0	#DIV/0!
TOTAL CITY ADMINISTERED	727,814	650,217	566,435	659,558	698,619	39,060	5.92%
SUB-TOTAL OPERATING EXP.	3,844,989	4,211,166	4,065,757	4,154,599	4,252,226	97,627	2.35%
Debt Service Interest	497,407	470,855	437,521	447,175	387,646	(59,529)	-13.31%
Debt Service Principal	572,216	515,984	523,109	566,343	759,899	193,556	34.18%
SUB-TOTAL DEBT SERVICE	1,069,623	986,839	960,630	1,013,518	1,147,545	134,027	13.22%
TOTAL EXPENSES	4,914,612	5,198,005	5,026,387	5,168,117	5,399,771	231,654	4.48%
Capital Reserve	312,154	173,014	364,633	44,703	100,998	56,296	125.93%

Description of Services/Mission Statement:

The Norwalk Parking Authority is an agency of the city established by ordinance in 2002 as an enterprise fund. It is a financially self-sustaining organization responsible for the management, operation and maintenance of the municipal parking system in Norwalk including the South and East Norwalk Railroad Stations and on and off street parking. It is not financed by taxpayer dollars. The Authority provides a clean and safe environment, a positive and friendly experience, continues to improve and maintain municipal parking facilities and effectively communicate programs and projects to the public. The Authority is committed to collaborating with community organizations.

Highlights for 2012-2013:

- Continued to install parking wayfinding signage.
- Updated the Parking Authority website to provide more interactive, user friendly communication and functionality.
- Created a Norwalk Parking Authority Facebook page to provide enhanced communication and public interaction.
- Created additional parking at the South Norwalk Railroad Station
- Completed the Citywide Parking Study collaborating with Redevelopment Agency
- Contracted with a new Concessionaire at the East Norwalk Railroad Station and implemented customer service and maintenance improvements
- Provided three juried art shows at the Maritime Garage Gallery.
- Effectively branded the Art in Parking Places Program through marketing efforts and continuous art exhibits at the Maritime Garage Gallery and the South Norwalk Railroad Station.
- Developed an advertising program opportunities at the Maritime Garage and South Norwalk Railroad Station.
- Added interactive kiosks to the Maritime Garage and the South Norwalk Railroad Station collaborating with the community to promote local businesses.
- Effectively implemented a customer service program
- Purchased a multi tasking electric vehicle for maintenance, security and customer service
- Added self service computer to the Parking Authority office
- Added additional parking at the South Norwalk Railroad Station collaborating with a private developer.
- Worked with the Redevelopment Agency to remediate the Eastbound lot at the South Norwalk Railroad Station through a State of CT Brownsfield Grant.

Goals for 2013-2014:

- Continue to enhance service while ensuring financial stability.
- Update the Parking Authority Strategic Plan
- Implement technology to capture utilization data
- Collaborate with the Third Taxing District and Cl&P to install new electric poles at the East Norwalk Railroad Station for TTD substation expansion and creating additional parking spaces.
- Collaborate with the State DOT regarding repairs to the Burnell Blvd bridge
- Implement a multi facility permit
- Extend the pay by cell option to include multi facility usage.
- Update the facility condition assessment
- Continue to brand the Art in Parking Places and expand to the Yankee Doodle Garage.
- Continue to phase in implementation of the citywide parking facility way finding signage program designed to attract visitors to the most convenient parking location based on their final destination.
- Continue greening and energy management efforts.
- Collaborate with private developer projects to capture parking consistency and economies of scale.
- Continue to offer valet parking services at the Maritime Garage.
- Research Zip Car program opportunities at the South Norwalk Railroad Station.
- Review parking smartphone app opportunities.
- Continue interactive kiosk and advertising efforts throughout the community.

SECTION C

1. Approve the FY 2013-14 Proposed WPCA Budget

FY 13-14 WPCA Budget Goals

Description of Services/Mission Statement:

The Water Pollution Control Authority (WPCA), an enterprise fund, manages the City's sanitary sewer collection system, pumping stations and wastewater treatment facility in accordance with environmental standards and regulations in the most cost effective and responsible manner. Since FY 2000-2001 the Authority has outsourced the operations and maintenance of the system.

Highlights For 2012-13:

- Continued implementation of a Fats, Oils and Grease (FOG) program and Industrial Pretreatment Program. These programs will reduce sewer maintenance requirements, improve system performance and increase alternative revenues to offset higher operating costs.
- Continued to expand public outreach through participation with various civic groups and professional organizations.
- Initiated construction of Supervisory Control and Data Acquisition (SCADA) Telemetry System for communications between the City's pumping stations and Wastewater Treatment Plant.
- Continued to implement Sanitary Sewer Collection System Master Plan.

Goals For 2013-14:

- Continue to implement Sanitary Sewer Collection System Master Plan.
- Design/rehabilitate the sanitary sewer infrastructure within the Ely Avenue and Beacon Street sanitary sewer project areas.
- Continue to negotiate power purchase agreement with Third Taxing District.
- Utilize tablet technology in the field to increase data collection and update the City's Geographic Information System (GIS).
- Update financial model to reflect current capital plan.
- Hire GIS Analyst position.

City of Norwalk
WATER POLLUTION CONTROL AUTHORITY
FY 2013-14 Revised Operating Budget Summary

REVENUES (224062)

ACCOUNT	DESCRIPTION		APPROVED FY 12-13		PROJECTED ACTUAL FY 12-13		PROPOSED FY 13-14
	Sewer Use Charges	$	**14,000,490**	$	**13,733,741**	$	**13,385,440**
4513	*Norwalk Customers* [1]	$	*13,554,490*	$	*13,297,009*	$	*12,937,440*
4521	*Wilton Interlocal Agreement* [2]	$	*398,000*	$	*386,520*	$	*398,000*
4522	*Other Contract Customers*	$	*48,000*	$	*50,212*	$	*50,000*
	Other Revenues	$	**1,027,500**	$	**1,156,808**	$	**1,221,309**
4451	*Sewer Permit Fees*	$	-	$	*200*	$	-
452C	*Sewer Connection Fees*	$	*75,000*	$	*145,000*	$	*100,000*
452D	*Industrial Pretreatment Surcharge* [3]	$	*182,000*	$	*244,283*	$	*220,000*
4453	*Septage Haulers Licenses*	$	*1,500*	$	*2,000*	$	*1,500*
4516	*Septage Disposal Fees*	$	*525,000*	$	*525,000*	$	*525,000*
4121	*Nitrogen Credits* [4]	$	*75,000*	$	*92,980*	$	*204,809*
4901	*Investment Income* [5]	$	*99,000*	$	*82,345*	$	*100,000*
4051	*Interest on Delinquent Accounts* [6]	$	*65,000*	$	*65,000*	$	*65,000*
452B	*Reimbursement for Stormwater O&M*	$	*5,000*	$	-	$	*5,000*
XXXX	**Transfer from Fund Balance - Replacement Reserve** [7]	$	**2,350,000**	$	**-**	$	**850,000**
XXXX	**Transfer for Fund Balance - Rate Stabilization** [8]					$	**818,697**
4513	**Allowance for Uncollectibles** [9]	$	**(244,000)**	$	**-**	$	**(233,000)**
4513	**Adjustments**	$	**(125,000)**	$	**(65,000)**	$	**(100,000)**
	TOTAL	$	**17,008,990**	$	**14,825,549**	$	**15,942,446**

[1] *No rate increase. Water consumption decreased by 11%.*
[2] *Billed on actual metered wastewater flow. Varies based on audited expenditures.*
[3] *Assumes no change in IPP rates although WPCA Financial Model recommends increase to meet future debt service requirements.*
[4] *CTDEEP published credit price for FY13-14.*
[5] *Per Comptroller.*
[6] *Per Comptroller.*
[7] *Nets out in replacement reserve on expenditures sheet and is only an administrative exercise.*
[8] *Required for rate stabilization.*
[9] *Assumes 98.2% collection rate per Tax Collector's Office. May decrease based upon economic conditions.*

City of Norwalk
WATER POLLUTION CONTROL AUTHORITY
FY 2013-14 Revised Operating Budget Summary

EXPENDITURES (224062)

ACCOUNT	DESCRIPTION		APPROVED FY 12-13		PROJECTED ACTUAL FY 12-13		PROPOSED FY 13-14
	Personnel/Benefits	$	363,333	$	364,664	$	506,491
5110	*Salaries* [1]	$	*235,442*	$	*235,442*	$	*332,349*
5428	*Benefits*	$	*125,491*	$	*125,491*	$	*172,642*
5120	*Overtime*	$	*2,400*	$	*3,731*	$	*1,500*
5258	**Operations & Maintenance Fees** [2]	$	5,171,342	$	5,189,086	$	5,388,613
Various	**Indirect Expenses** [3]	$	302,064	$	302,064	$	288,632
5241	**Electricity** [4]	$	1,458,000	$	1,450,000	$	1,487,160
	Professional Services	$	250,000	$	250,000	$	225,000
5298	*Contract Monitoring*	$	*125,000*	$	*125,000*	$	*125,000*
5298	*Engineering Consulting*	$	*75,000*	$	*75,000*	$	*75,000*
5298	*Geographic Information System/IT Services*	$	*50,000*	$	*50,000*	$	*25,000*
5252	**Legal Services**	$	30,000	$	30,000	$	30,000
	Administration	$	52,000	$	52,000	$	64,000
5286	*General Office*	$	*10,000*	$	*10,000*	$	*12,000*
5286	*Billing Costs*	$	*8,000*	$	*8,000*	$	*8,000*
5245	*Telephone*	$	*24,000*	$	*24,000*	$	*24,000*
5741	*IT Hardware*	$	*10,000*	$	*10,000*	$	*20,000*
5235	**Professional Dues/Memberships**	$	10,000	$	10,000	$	10,000
5295	**Training/Conferences**	$	3,500	$	3,500	$	4,500
5418	**Property Insurance Premium Worker's Compensation** [5]	$	127,957	$	149,056	$	116,066
5789	**Replacement Reserve - Wilton's portion per agreement**	$	1,000,000	$	-	$	-
5789	**Replacement Reserve - Norwalk** [6]	$	3,865,504	$	-	$	850,000
5521	**Debt Service**	$	4,375,290	$	4,363,081	$	6,971,984
	TOTAL	$	17,008,990	$	12,163,451	$	15,942,446

[1] *Includes step and COL increases. Includes GIS Analyst position.*
[2] *Assumes CPI increase of 2.5% and Amendment #4.*
[3] *Salaries, benefits and other direct costs for City support services including Finance Department (Tax Collector, Tax Assessor, Comptroller, IT, and Management & Budgets). Also includes allocation for DPW management. Assumed a 5% increase. Amount was decreased by 25% of GIS position's salary/benefits for services benefitting City.*
[4] *Assumes 2% increase over previous year.*
[5] *Assumes 5% increase over projected previous year.*
[6] *Replacement reserve funded at $850,000 from reserves.*

Department of Code Enforcement
125 East Avenue
Norwalk, CT 06856

April 11th , 2013

To: Members of the Finance Committee

From: William D. Ireland, III, Chief Building Official

Re: Implementation of new software for Code Enforcement

The City of Norwalk Building Department has been keeping inspection records and permits since 1981 on the Cornerstone Permit System, which equates to over 30,000 permits and 360,000 inspections. Through this software, we provide information regarding whether or not a permit has been taken out on a property, identifying the project and its costs, access to the owner, contractor and/or applicant information, inspection results and Certificate of Occupancy information. License numbers of the contractors and pertinent information are also accessible if needed by the State of Connecticut. This system is currently accessed by the Tax Assessor's office for assessment purposes and to the general public for real estate purposes involving sales and refinancing and for paperwork needed to pursue future permits.. For the last 15 years we have been adding archived files dating back to 1923 to our database as they are retrieved from remote storage. With strict banking practices, environmental concerns and a more informed buyer these older files are required to facilitate a sale or refinance.

Diversified Software, the vendor providing Cornerstone Software has gone out of business and will only provide support until June of 2013. It is imperative that Code Enforcement move quickly to evaluate and select another permitting system. We depend on vendor support for:

- Changes to language in Permit and Certificate of Occupancy's as Mandated by the State of Connecticut
- Changes to "use" groups as mandated by the State of Connecticut
- Help in managing coding for inspections
- Help in managing Structural Fees
- Reconciling address and district/block/lot changes on previously issued permits and C/O's with current documentation
- Changing Contractor licensing information

Code Enforcement has worked with the IT Department to develop a strategy to replace the Code Enforcement permitting system. One option is to write an RFP to solicit proposals for a replacement system. We thought that a better choice, would be to first examine permitting modules within applications already in use by other departments within the City. The benefits of this strategy are:

*** one less separate silo of information**

The advantage of each department having their own "best in breed" is application is mitigated by the fact that these separate databases don't talk to each other. Customized routines that transfer information and produce reports must be created and maintained. This can be tricky because there aren't common reference data items that can link these disparate data sources. Department's use their own permit number scheme that only has meaning to them, and there isn't a single street name list that is understood by everyone. (Grey Squirrel Drive, Gray Squirrel DR, etc)

*** automatic integration between participating departments**
Departments using the same system will be looking at the same street list, permit number, etc. The permit process requires citizens to visit several departments. It would be more efficient if these departments could all use the same system in processing a permit request.

*** improve citizen experience**
Permit activity in each department is maintained independently so there is an inherent inefficiency in how departments communicate. Below is a list of some of the issues that permit-seeking-citizens currently face.

- inconsistent DBLU and/or street information on permit documents between departments for the same project
- permit applicants needlessly bounced back and forth between departments
- lost revenue when permit numbers not assigned to correct parcel
- delays in obtaining permits and permit related paperwork
- insufficient ability to monitor the progress on their permits and inspections

Code Enforcement and IT looked at the permitting module for three systems already inhouse. Interviews and demonstrations were conducted with Tyler Technologies, CRW Systems, and Vision Government Solutions. It was determined that the solution provided by Vision Government Solutions best satisfied our current functional and operational needs, while providing opportunities for future efficiency gains (for example tablets for inspectors and WEB look ups). We were specifically impressed by the software functionality (see the enclosed feature comparison matrix), qualifications of the vendor, and the demonstrated commitment to product enhancement. The Assessor is in the process of converting to the Vision system for their CAMA application.

The Vision Government Solutions has the added benefit of being more economical then the other solutions we examined. Vision estimates the cost of the system to be about $27,500. This figure will get refined when a more thorough evaluation of our existing system is done. Tyler Tech, all in, costs $192,000, and CRW quotes their solution at $48,000.

We are asking that the ITT Committee approve our decision to engage Vision Government Systems to replace our Cornerstone permitting system for an amount not to exceed $50,000.00. ITT has budgeted $50,000.00 for this purpose. The preliminary estimate from Vision is $25,000.00 for software, training, conversion and $2,500.00 for annual support.

We are asking that the Finance Committee *Authorize the Mayor, Richard Moccia, to execute an amendment to the Agreement with Vision Government Solutions, Inc., for the supply, installation, data conversion, training, and 24 months technical support for the Building Official Software System for an amount not to exceed $27,250, account 09130600-5777-C0375 and forward onto the Finance Committee for further action.*

William Ireland
Chief Building Official

City of Norwalk

Information Technology Department

125 East Ave., Rm203

Norwalk, CT 06850

Phone: 203-854-7714 Fax:203-854-7803

ITT Request Form

Code Enforcement Building Software System - Vision Government Solutions

Request Number: Code432013 Modification Number : 1 Date of Request: 3-Apr-13

FUNDED IN CURRENT CAPITAL OR EXPENSE BUDGET: YES **CONSISTENT WITH CITY TECHNOLOGY PLAN:** Yes

BUDGET ACCOUNT: 09140600-5777-C0375

VENDOR DATA

Vision Government Solutions Inc.

1 Richmond Square #230E

Providence, RI **2906** **401-435-0033**

Per proposal dated 11/29-2012

contact: Richard Romano, Regl Sales Mgr

PRICING INFORMATION

QTY.	DESCRIPTION	MAKE	MODEL	PRICE/UNIT	EXT PRICE
1	Software license	Building Official SoftwareSystem	including web module	$25,000.00	$25,000.00
1	Training	Building Official SoftwareSystem		included	included
1	DataConversion from Cornerston	Building Official SoftwareSystem		included	included
1	Software support	months 1-12		included	
1	Software support	months 13-24		$2,500.00	$2,500.00
1	Installation and implementation	Building Official SoftwareSystem	integrate with Assessor Vision	TBD	TBD
				Shipping	
				Total Price	$27,500.00

Date Presented: 3-Apr-13 **Date Approved:**

PROJECT Code Enforcement Syste **ITT Signature:**

Gilden, Frederic

From: Del Vecchio, Karen
Sent: Wednesday, April 10, 2013 12:37 PM
To: Gilden, Frederic
Subject: May FinComm backup materials for Code Enforcement item
Attachments: Code Enforcement permit and management system - Vision Government Solutions.pdf; Memo on Vision Building Permit system.pdf

Fred: attached is the cover memo and ITT approval form for the Code Enforcement item for the May 9 Finance Committee agenda.

Thanks,
Karen

To: Members of the Finance Committee
From: Tom Schadlich, Library Chief of Technical Services
Date: April 4, 2013
Subject: Renewal of the Innovative Interfaces, Inc. (III) Maintenance Agreement

The Norwalk Public Library originally contracted with Innovative Interfaces, Inc. (III) for its Integrated Library System on May 28, 1999. Since then, the contract has been amended to extend the maintenance agreement in the contract for intervals of three years.

The Library undertook a review of the integrated library system (ILS) market in the fall of 2012. This was motivated by several factors:

(1) III's announcement that its product currently in use at the Library, Millennium, was at the end of its development cycle, with about five more years of useful life in support only.

(2) The recognition that the III contract expires on June 30, 2013, and, after 14 years, there were new products in the integrated library systems marketplace.

(3) The entry into the market of open source integrated library systems which potentially offered lower costs.

During this review, the Norwalk Library invited four vendors who have a presence in the Connecticut integrated library systems market to make presentations. These vendors included: two proprietary systems: III's Sierra and Polaris; and two open source systems: Bibliomation Evergreen and ByWater Koha. Library staff, representing all the functional areas, participated in the presentations: circulation, reference, children's services, cataloging, acquisitions, and serials control. The Norwalk Library staff followed up these presentations with site visits to for in-depth discussions with other libraries using these systems.

Neither of the open source systems, Evergreen or Koha, had as-fully developed a range of features as the proprietary systems. Moreover, Koha, which is a web-based system, has known response time issues.

The two proprietary systems, Sierra and Polaris, were comparable. However, the capital expense to migrate to Polaris is roughly three times the cost of upgrading to Sierra. In addition, the cost of data conversion and staff training for an entirely new system must be considered.

The Library team decided to stay with III with a planned upgrade to the Sierra platform in the 2014-15 fiscal year.

This request extends our III maintenance agreement until June 30, 2016, and guarantees that there will be no increase in the fees when the library upgrades to Sierra.

This request was unanimously approved by the ITT Committee at its April 3, 2013 meeting.

The specific action requested is:

Authorize the Mayor, Richard Moccia, to execute an Amendment to the existing Agreement with Innovating Interfaces, Inc., for the renewal of the Automated Library Management system Hardware and Software Maintenance Agreement. The Amendment coverage periods and costs shall be as follows: July 1, 2013 – June 30, 2014: $38,484; July 1, 2014 – June 30, 2015: $39,639; July 1, 2015 – June 30, 2016: $40,828, account 010600-5269. And forward onto the Common Council for further action.

City of Norwalk
Information Technology Department
125 East Ave., Rm203
Norwalk, CT 06850
Phone: 203-854-7714 Fax:203-854-7803

ITT Request Form

Library III Millenium Systems Maintenance Renewal - 3 Year

Request Number: LIB-2013-2016 Modification Number : 1 Date of Request: 3-Apr-13

FUNDED IN CURRENT CAPITAL OR EXPENSE BUDGET: YES **CONSISTENT WITH CITY TECHNOLOGY PLAN:** Yes
BUDGET ACCOUNT: **010600-5269**

VENDOR DATA

Innovative Interfaces Inc.
5850 Shellmound Way
Emeryville **CA** **94608**

per email proposal 3/28/2013
Laurie Shedrick lshedrick@iii.com

PRICING INFORMATION

QTY.	DESCRIPTION	MAKE	MODEL	PRICE/UNIT	EXT PRICE
1	7/1/2013-6/30-2014 Maintenance	Millenium III System	Library circulation system	$38,484.00	$38,484.00
1	7/1/2014-6/30-2015 Maintenance	Millenium III System	Library circulation system	$39,639.00	$39,639.00
1	7/1/2015-6/30/2016 Maintenance	Millenium III System	Library circulation system	$40,828.00	$40,828.00
				Shipping	
				Total Price	$118,951.00

Date Presented: 3-Apr-13 **Date Approved:** ______

PROJECT **III 3 year renewal** **ITT Signature:** ______

M E M O R A N D U M

Date: May 1, 2013

To: Chairperson
Finance Committee

From: Gerald J. Foley
Purchasing Agent

Gerald J. Foley

Subject: Cellular, Push-to-talk, Blackberry & Wireless Broad Band Air Cards
Re: Request for bidder waiver authorization

Presently the City primary carrier for its day-to-day cellular, push-to-talk, blackberry and wireless broadband air card services is Sprint Solutions [d/b/a/ Sprint (Nextel) Communications.

However, the City is not satisfied with the service area coverage of the Sprint / Nextel network, see accompanying memo recently received from Hal Alvord, Director of Public Work. Therefore, the City intends to switch to another provider as soon as is practical.

Traditionally, the approach utilized by the City to facilitate this changeover process would have been the issuance of a formal RFP to solicit proposal responses for these services.

Unfortunately, in our service area there are only three (3) major service providers that provide these services: Sprint Solutions [d/b/a/ Sprint (Nextel) Communications; AT & T Mobility, LLC and; Cellco Partnership d/b/a Verizon Wireless.

Based on informal review of City employees that utilize cellular, push-to-talk, blackberry and wireless broadband air card services within the Norwalk area, the unanimous consensus is that the Verizon network provides the best overall coverage in our service area.

Accordingly, I am requesting authorization to waive the normal bidding requirements for these services and instead issue an award to Cellco Partnership d/b/a Verizon Wireless for these services for a term of two (2) years with one (1) year potential extension.

My intent at the conclusion of this period would to conduct another review of the service providers in our area to ascertain whether or not the coverage levels have changed during that period. And if the coverage service levels had changed, to issue a formal RFP to solicit proposal submission for these services for the new service period.

Thank you for your time and consideration in this matter. If you have any questions, please contact me at ext. 47892.

Cc: Interview Committee Members

Agenda Language:

Authorize the Purchasing Agent, Gerald J. Foley, to issue annual Purchase Orders to Cellco Partnership d/b/a Verizon Wireless for cellular, blackberry, and wireless broad band access services for various City Departments for an annual amount not to exceed $50,000.00, per fiscal year, for a period not to exceed two (2) years, [with one (1) one (1) year optional extensions. Accounts various,

NORWALK on the move!

DEPARTMENT OF PUBLIC WORKS

MEMORANDUM

TO: Gerald Foley, Purchasing Agent

FROM: Harold F. Alvord, P.E., Director of Public Works

cc: Richard A. Moccia, Mayor
Tom Hamilton, Finance Director
Tom Kulhawik, Police Chief
Denis McCarthy, Fire Chief
Karen Del Vecchio, Information Technology Director

DATE: April 8, 2013

SUBJECT: **Mobile Communications Deficiencies**

One of the two most glaring deficiencies to be unanimously identified by the City's Emergency Management Team in the After Action Review of Super Storm Sandy was the wholly inadequate cell phone service that the City receives from Sprint. This unsatisfactory cell phone coverage, for which the City pays market rate, is prevalent during normal, non-emergency times, as well as during emergency response and recovery. The problems experienced just in the Department of Public Works are as follows:

1. Spotty service coverage, dropped calls. Sprint does not provide comprehensive service coverage in Norwalk. There are areas of Rowayton, Silvermine, Cranbury and East Norwalk where calls routinely cannot be made or where calls, once connected, are routinely dropped. Resultant challenges include:

    a. One of our road supervisors, who is on call and must be reached by Combined Dispatch every third week cannot receive calls at his home in Norwalk because there is no coverage there.

    b. During the response to and recovery from Super Storm Sandy, nearly all communication between supervisors and work crews was done by cell phone. This is also true during routine work days throughout the year. Radios are only effective when the vehicle is running and the employees are in the vehicle; this occurs very little of the time. It is simply more efficient to open the cell phone and call than to return to the vehicle, start it and wait for the radios to activate. During the storm – and even now – most supervisors

125 East Avenue • P.O. Box 5125, NORWALK, CT 06856-5125 • TELEPHONE 203-854-7791 • FAX 203-857-0143

are using their personal Verizon phones and nearly all employees are responding using their personal Verizon phones – simply because the call goes through the first time and is never dropped. Such is not the case with Sprint.

c. During the storm, the only communication between field personnel and the Emergency Operations Center (EOC) was via cell phone or email. Initial attempts to use the Sprint phones/service resulted in calls not connecting or calls dropping multiple times, even when both parties were stationary. In that I could not get accurate or timely information using Sprint, I relied totally on my personal Verizon phone and called the personal phones of those field supervisors with whom I needed to communicate. This included communications with my own operations headquarters.

2. Emails sometimes took days to arrive and, in some cases, never arrived at all.

3. DPW relies on supervisors being able to move around the City and access the GIS, Cityworks and GPS systems from the cabs of their vehicles. Sprint data communications failures were abysmal. It was not unusual for connections to the various systems to be lost at multiple locations around the City. Supervisors would have to reboot – a 15 to 20 minutes process – only to again lose the connection as soon as a new connection was achieved. The inefficiencies resulting from this unacceptable service are simply indescribable. These huge gaps impacted the currency of information at the Customer Service Center, and more critically, the currency and accuracy of information at the EOC – information from which key real-time decisions should be able to be made.

4. Sprint cell sites do not have emergency generators. Thus when grid power was lost at a cell tower that services some or part of Norwalk there was a further loss of coverage. Lengthy periods of time were required for the calls to be re-routed through increasingly overburdened redundant paths.

In conducting its winter snow and ice removal operations, the Department of Public Works relies totally on its GPS system and supervisors can only be effective in managing those operations when they can access the system from their vehicles. Facing what was forecast to be a heavier winter than last, and knowing that Sprint could not provide adequate coverage for efficient winter operations, we worked with the Purchasing Department to cost-effectively replace Sprint data with Verizon. Since employing iPads on the Verizon network not one data transmission has been lost by our field supervisors. The Department's, and thus the City's , response to winter storm Nemo is a perfect example of what can be accomplished when operating departments are provided with effective tools. The City's highly-acclaimed response to that storm would not have been the same had we still been on the Sprint data service.

The City's cell phone users utilize approximately 15,000 minutes per month. The Department of Public Works Road Supervisors use 3,000 of those minutes each month. The fact that three (3) individuals are using twenty percent (20%) of the City's demand should be a clear indication of how critical reliable cell phone service is to the maintenance of the City's infrastructure and, more importantly, to the effective response to emergencies and the management of extreme weather situations. I understand that some analysis is being done to determine if the City should simply pay those who need a cell phone to conduct City business a monthly stipend to use their personal cell phones. I further understand that there are legal questions regarding such issues as privacy, Freedom of Information (FOI), and loss management that have not been adequately answered. According to Verizon, entities that have tried the stipend route eventually returned to providing business devices to employees due to a variety of messy legal situations (such as a spouse who suspects marital infidelity and FOIs the device). I would submit that there is another critical issue to be considered in this regard. Unions and non-supervisory employees have not raised a huge ruckus about using personal cell phones for City business. If, however, it becomes common knowledge that some are receiving stipends for the use of their personal phones there will be demands that all receive stipends; and refusal to provide such stipends will result in some number of employees refusing to answer their phones when called by a supervisor. One does not need a hyperactive imagination to visualize the chaos that could create and the needless inefficiencies it would generate.

The City currently pays $242.00 per month for the Sprint service used by the 3 DPW Road Supervisors. Unofficially, Verizon suggests that its service can be provided for $225.00. Although there could be some startup costs (no cost for Android smart phones thus no startup cost for switching from Blackberry to those), there are no minutes charged in Verizon-to-Verizon calls (a feature that has allowed some Verizon users to reduce their overall cell phone costs). Verizon is the only carrier that provides comprehensive coverage in Norwalk and the only carrier with backup generators at its towers. Every communication and consumer rating service unanimously places Verizon at the top of the heap in this area by a wide margin.

Stamford, Wilton, Weston, Hartford and East Hartford use Verizon exclusively. After Super Storm Sandy, Stamford went out with an RFQ and selected Verizon. During the storm Greenwich Public Works switched to Verizon because it could not communicate otherwise (much like us); Verizon provided Greenwich with emergency loaner phones which were later replaced with permanent devices.

It's now six months after the storm and, despite several meetings with Sprint (at which we received no assurances of improved service), we continue to labor with the same broken and inadequate cell phone service that we had before and we continue to pour good money after bad by paying for something that we are not getting. Fortunately that service has not yet been the cause of an added disaster – although some may argue that it's only a matter of time. Issuing an RFP will simply extend the agony when everyone knows what the right answer is. An RFP is not going to prompt Verizon to "sharpen its pencil" - Verizon knows the quality of the service it provides and charges all municipal customers the same.

I recommend that we meet immediately with Verizon to arrange the best service we can that maximizes the funds provided by our residents, provides the most effective tools for our employees and reinforces our ability to function efficiently and cost-effectively during both emergency and non-emergency operations.

SECTION A

RESOLVED **SPECIAL APPROPRIATIONS - MAY 6, 2013**
BOARD OF ESTIMATE AND TAXATION

ADVERTISED ITEM:

FISCAL YEAR 2012-13:

1. RESOLVED, that a sum not to exceed $240,000 be and the same is hereby transferred from Fund Balance to various accounts to cover the remaining operating expenses related to Storm Sandy. (Account #Various).

NORWALK on the move!

DEPARTMENT OF FINANCE
OFFICE OF MANAGEMENT & BUDGETS

Date: May 6, 2013

To: Members of the Board of Estimate & Taxation

From: Robert Barron, Director of Management and Budgets RB

Re: Special Appropriations

FISCAL YEAR 2012-13:

Item 1:

$240,000 from Fund Balance to various accounts to cover the remaining operating expenses related to Storm Sandy.

This appropriation is to cover the remaining general fund operating costs associated with Storm Sandy.

In December 2012, $725,000 was appropriated primarily for overtime, emergency response and initial debris removal expenses related to the storm. The remaining $240,000 covers costs related to permanent repair work including traffic light and road repair, various small projects at City Parks and any remaining debris removal. This does not include major capital repairs which are now funded in the capital budget, and will also be eligible for FEMA reimbursement. The attached spreadsheet shows the breakdown by department.

As in storms past, these expenses are reimbursable by FEMA at 75%. The City is nearly done with its FEMA request for reimbursement. To date, we submitted projects totaling $4,922,078 as summarized in the attached spreadsheet. This includes items like the capital repairs to the Pier, Seawall and Jetty as well as WPCA Pump Stations and Parking Authority related costs.

Finance recommends approval.

City of Norwalk

SPECIAL APPROPRIATION

Storm Sandy

DEPT	DEPTDESC	ORG	ORGDESC	OBJECT	OBJDESC	DEC 2012	MAY 2013	TOTAL
006	INFORMATION TECHNOLOGY	010600	INFORMATION TECHNOLOGY	5120	WAGES & SALARY-OVERTIME	$ 7,142		$ 7,142
006 Total						**$ 7,142**	**$ -**	**$ 7,142**
020	HEALTH	012011	ADMINISTRATION	5120	WAGES & SALARY-OVERTIME	$ 324		$ 324
020	HEALTH	012020	ENVIRO HEALTH & HOUSING	5120	WAGES & SALARY-OVERTIME	$ 1,583		$ 1,583
020	HEALTH	012023	SEALER WEIGHTS & MEASURES	5120	WAGES & SALARY-OVERTIME	$ 329		$ 329
020	HEALTH	012070	PREVENTABLE DISEASES	5120	WAGES & SALARY-OVERTIME	$ 1,061		$ 1,061
020 Total						**$ 3,297**		**$ 3,297**
030	POLICE DEPARTMENT	013010	ADMINISTRATION	5795	STORM SANDY	$ 25,539	$ 4,319	$ 29,858
030	POLICE DEPARTMENT	013022	UNIFORM PATROL	5120	WAGES & SALARY-OVERTIME	$ 20,685		$ 20,685
030	POLICE DEPARTMENT	013055	NEW POLICE HEADQUARTERS	5120	WAGES & SALARY-OVERTIME	$ 181		$ 181
030	POLICE DEPARTMENT	013059	ANIMAL CONTROL	5120	WAGES & SALARY-OVERTIME	$ 4,325		$ 4,325
030 Total						**$ 50,730**	**$ 4,319**	**$ 55,049**
031	FIRE DEPARTMENT	013110	ADMINISTRATION	5795	STORM SANDY	$ 22,121	$ 3,132	$ 25,253
031	FIRE DEPARTMENT	013120	FIREFIGHTING	5120	WAGES & SALARY-OVERTIME	$ 17,531		$ 17,531
031	FIRE DEPARTMENT	013130	PREVENTION	5120	WAGES & SALARY-OVERTIME	$ 5,450		$ 5,450
031	FIRE DEPARTMENT	013152	FIRE EQUIPMENT	5120	WAGES & SALARY-OVERTIME	$ 2,108		$ 2,108
031 Total						**$ 47,210**	**$ 3,132**	**$ 50,342**
034	CODE ENFORCEMENT	013410	BUILDING INSPECTOR	5120	WAGES & SALARY-OVERTIME	$ 4,893		$ 4,893
034 Total						**$ 4,893**	**$ -**	**$ 4,893**
036	COMBINED DISPATCH	013620	COMMUNICATIONS/911	5120	WAGES & SALARY-OVERTIME	$ 14,868		$ 14,868
036 Total						**$ 14,868**		**$ 14,868**
040	PUBLIC WORKS	014010	ADMINISTRATION	5120	WAGES & SALARY-OVERTIME	$ 600		$ 600
040	PUBLIC WORKS	014010	ADMINISTRATION	5795	STORM SANDY	$ 275,298	$ 70,000	$ 345,298
040	PUBLIC WORKS	014021	OPERATIONS-MAINT & REPAIR STS	5120	WAGES & SALARY-OVERTIME	$ 84,703		$ 84,703
040	PUBLIC WORKS	014024	OPERATIONS-SIGNALIZATION	5120	WAGES & SALARY-OVERTIME	$ 7,373		$ 7,373
040	PUBLIC WORKS	014027	STORM DRAINAGE	5120	WAGES & SALARY-OVERTIME	$ 4,329		$ 4,329
040	PUBLIC WORKS	014029	OPERATIONS-TREE MAINT/REMOVAL	5120	WAGES & SALARY-OVERTIME	$ 12,720		$ 12,720
040	PUBLIC WORKS	014030	ENGINEERING	5120	WAGES & SALARY-OVERTIME	$ 3,001		$ 3,001
040	PUBLIC WORKS	014071	ENGINEERING-FACILITIES-ADMIN	5120	WAGES & SALARY-OVERTIME	$ 328		$ 328
040	PUBLIC WORKS	014080	CUSTOMER SVC CTR	5120	WAGES & SALARY-OVERTIME	$ 3,620		$ 3,620
040 Total						**$ 391,972**	**$ 70,000**	**$ 461,972**
060	RECREATION & PARKS	016010	ADMINISTRATION	5795	STORM SANDY	$ 193,338	$ 162,549	$ 355,887
060	RECREATION & PARKS	016031	GROUNDS/FACILITIES	5120	WAGES & SALARY-OVERTIME	$ 7,730		$ 7,730
060 Total						**$ 201,068**	**$ 162,549**	**$ 363,617**
062	LIBRARY	016200	LIBRARY	5795	STORM SANDY	$ 3,820		$ 3,820
062 Total						**$ 3,820**	**$ -**	**$ 3,820**
Grand Total						**$ 725,000**	**$ 240,000**	**$ 965,000**

FEMA REQUEST FOR SANDY 2012 STORM

Project Name & Number	Project Cost	Potential Mitigation	Total Project Cost
Operating Budget			
CAT A - Debris Removal	$911,430.91		$911,430.91
CAT A - Debris Removal - Oak Hills	$76,857.22		$76,857.22
CAT B - Emergency Response	$755,276.67		$755,276.67
CAT B - Emergency Response 2	$34,345.88		$34,345.88
CAT C - Road Repair	$15,662.66		$15,662.66
CAT E - Citywide Damages - Work Completed	$205,446.24		$205,446.24
CAT E - Citywide Damages - Work to be Completed	$62,994.74		$62,994.74
CAT G - Citywide Parks Damage	$144,079.94		$144,079.94
CAT G - Veteran's Park	$35,260.98		$35,260.98
Donated Resources	$7,249.98		$7,249.98
Total Operating	**$2,248,605.22**		**$2,248,605.22**
Capital Budget			
CAT F - Sammis Street Pump Station	$1,461,955.14	$283,560.00	$1,745,515.14
CAT F - Ann Street & Westport Avenue Pump Stations	$29,240.79	$5,000.00	$34,240.79
CAT G - Calf Pasture Pier	$714,029.53	$38,868.00	$752,897.53
CAT G - Calf Pasture Seawall & Jetty	$424,359.53	$93,236.00	$517,595.53
CAT G - Smith Street Barn	$43,887.60		$43,887.60
Total Capital	**$2,673,472.59**	**$420,664.00**	**$3,094,136.59**
Grand Total	**$4,922,077.81**	**$420,664.00**	**$5,342,741.81**

NORWALK on the move!

DEPARTMENT OF FINANCE
ACCOUNTING & TREASURY DIVISION

Date: May 9, 2013

To: Members of the Finance Committee of the Common Council

From: Frederic J. Gilden, Comptroller Frederic J. Gilden

Subject: Capital Authorization and Bonding Authority

The Capital Projects process begins with Department Requests and continues through Finance Director recommended, Planning Commission, Mayor and Common Council approval. The Capital budget for next year was approved by the City of Norwalk Common Council in April. The next step in the process is Council approval to allow Capital Projects for 2013-2014 to be bonded. This is the approval that we are asking for now. The final steps will be the bond resolution which is projected for June and then the bond sale that is projected for the July/August timeframe.

The attached resolution consists of two parts. The first part reaffirms the Capital Budget appropriation and the second part authorizes the bonding authority. The bonding authority is less than the appropriation and takes into account any grant or state funding.

The Resolution:

RESOLUTION MAKING APPROPRIATIONS FOR VARIOUS PUBLIC IMPROVEMENTS AGGREGATING $19,684,000 FOR THE 2013-2014 CAPITAL BUDGET AND AUTHORIZING THE ISSUANCE OF $15,653,000 GENERAL OBLIGATION BONDS OF THE CITY TO MEET CERTAIN APPROPRIATIONS IN THE 2013-2014 CAPITAL BUDGET.

RESOLUTION MAKING APPROPRIATIONS FOR VARIOUS PUBLIC IMPROVEMENTS AGGREGATING $19,684,000 FOR THE 2013-2014 CAPITAL BUDGET AND AUTHORIZING THE ISSUANCE OF $15,653,000 GENERAL OBLIGATION BONDS OF THE CITY TO MEET CERTAIN APPROPRIATIONS IN THE 2013-2014 CAPITAL BUDGET.

RESOLVED:

Section 1. Appropriations aggregating $19,684,000 are hereby made by the City of Norwalk, Connecticut (the "City") for each subtotal set forth opposite the City's departments and entities (herein collectively "Departments") below. Each Departmental subtotal shall constitute an appropriation to meet the estimated costs of the projects or purposes (the "Projects") specified for each Department, respectively, as follows:

POLICE

C0107	Prisoner Van	$60,000	
C0524	Pickup Truck	32,000	
	Subtotal:		$ 92,000

FIRE

C0525	Westport Avenue Addition/Renovation	400,000	
C0412	Various Stations: Repairs & Replacements	35,000	
	Subtotal:		435,000

PUBLIC WORKS

C0439	City Hall Repairs & Improvements	1,135,000	
C0119	Public Works Center - Repairs/Improvements	75,000	
C0149	Energy Conservation -Various Locations	25,000	
C0137	Police Headquarters	15,000	
C0325	Lockwood House	88,000	
C0526	Glover Avenue Bridge Rails	120,000	
C0315	General Bridge and Retaining Wall Repair	65,000	
C0313	Fleet Replacement	827,000	
C0021	Pavement Management Program	5,000,000	
C0318	Sidewalk & Curbing - Citywide	350,000	
C0349	Sidewalk and Curb – City Buildings	50,000	
C0302	General Drainage	250,000	
C0440	Watercourse Maintenance	400,000	
C0232	Traffic Signals at Various Locations	250,000	
C0528	Traffic System Enhancements	100,000	
C0514	Transportation Master Plan Implementation	600,000	
C0233	Tree Planting General	45,000	
C0515	Transfer Station	228,000	
	Subtotal:		9,623,000

WATER POLLUTION CONTROL AUTHORITY

C0360	Pump Station Upgrade/Replacement	250,000	
C0529	Sammis Street Pump Station and Ann Siphon Flow Monitoring Rehabilitation	1,400,000	
C0530	Ann St. Siphon Sluice Gate Rehabilitation	250,000	
C0361	Collection System Rehabilitation	1,500,000	
	Subtotal:		3,400,000

BOARD OF EDUCATION

C0112	District Common Core State Standards	2,100,000	
C0537	Enhancement to School Security	100,000	
C0538	District Technology	500,000	
	Subtotal:		2,700,000

RECREATION & PARKS

C0486	Vehicles	127,000	
C0462	Fodor Farm	100,000	
C0367	Veteran's Memorial Park	35,000	
C0365	Calf Pasture Beach	750,000	
C0364	School & Park Playgrounds	205,000	
C0321	Basketball & Tennis Courts	50,000	
C0131	Backstop & Fencing Improvements	30,000	
C0370	Tree Planting	40,000	
	Subtotal:		1,337,000

LIBRARY

C0531	Main Library Preservation	97,000	
C0532	Building Plan for Main Library	15,000	
C0381	Teen Tech Rooms	15,000	
	Subtotal:		127,000

HISTORICAL COMMISSION

C0294	Cemetery Site Work	20,000	
C0533	Museum Collection Archive	40,000	
C0374	Mill Hill Buildings	22,000	
C0501	Matthews Park Buildings	25,000	
C0294	Cemetery Conservation / Restoration	20,000	
	Subtotal:		127,000

REDEVELOPMENT AGENCY

C0288	Affordable Housing		250,000	
C0451	Transit Oriented Development		350,000	
C0534	North Water Street Lighting		200,000	
C0535	Public Art Fund		25,000	
		Subtotal:		825,000

INFORMATION TECHNOLOGY

C0375	Citywide IT Projects		383,000	
		Subtotal:		383,000

HEALTH

C0453	Building Repairs and Improvement		150,000	
		Subtotal:		150,000

PLANNING & ZONING

C0467	Waterfront Public Access		100,000	
C0468	Bikeway Plan		50,000	
C0473	Sidewalk Plan		85,000	
				235,000

HUMAN RELATIONS & FAIR RENT

C0536	ADA Compliance		250,000	
		Subtotal:		250,000

GRAND TOTAL 2013-2014 CAPITAL BUDGET: $19,684,000

Section 2. To meet such portion of the appropriation for each Department not funded from other sources, $15,653,000 bonds of the City are hereby authorized to be issued to fund the Projects set forth below:

POLICE

C0107	Prisoner Van		$60,000	
C0524	Pickup Truck		32,000	
		Subtotal:		$ 92,000

FIRE

C0525	Westport Avenue Addition/Renovation		400,000	
C0412	Various Stations: Repairs & Replacements		35,000	
		Subtotal:		435,000

PUBLIC WORKS

C0439	City Hall Repairs & Improvements	1,135,000	
C0119	Public Works Center - Repairs/Improvements	75,000	
C0149	Energy Conservation -Various Locations	25,000	
C0137	Police Headquarters	15,000	
C0325	Lockwood House	88,000	
C0526	Glover Avenue Bridge Rails	120,000	
C0315	General Bridge and Retaining Wall Repair	65,000	
C0313	Fleet Replacement	827,000	
C0021	Pavement Management Program	4,369,000	
C0318	Sidewalk & Curbing - Citywide	350,000	
C0349	Sidewalk and Curb – City Buildings	50,000	
C0302	General Drainage	250,000	
C0440	Watercourse Maintenance	400,000	
C0232	Traffic Signals at Various Locations	250,000	
C0528	Traffic System Enhancements	100,000	
C0514	Transportation Master Plan Implementation	600,000	
C0233	Tree Planting General	45,000	
C0515	Transfer Station	228,000	
	Subtotal:		8,992,000

BOARD OF EDUCATION

C0112	District Common Core State Standards	2,100,000	
C0537	Enhancement to School Security	100,000	
C0538	District Technology	500,000	
	Subtotal:		2,700,000

RECREATION & PARKS

C0486	Vehicles	127,000	
C0462	Fodor Farm	100,000	
C0367	Veteran's Memorial Park	35,000	
C0365	Calf Pasture Beach	750,000	
C0364	School & Park Playgrounds	205,000	
C0321	Basketball & Tennis Courts	50,000	
C0131	Backstop & Fencing Improvements	30,000	
C0370	Tree Planting	40,000	
	Subtotal:		1,337,000

LIBRARY

C0531	Main Library Preservation	97,000	
C0532	Building Plan for Main Library	15,000	
C0381	Teen Tech Rooms	15,000	
	Subtotal:		127,000

HISTORICAL COMMISSION

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C0374	Mill Hill Buildings		22,000	
C0501	Matthews Park Buildings		25,000	
C0294	Cemetery Conservation / Restoration		20,000	
		Subtotal:		127,000

REDEVELOPMENT AGENCY

C0288	Affordable Housing		250,000	
C0451	Transit Oriented Development		350,000	
C0534	North Water Street Lighting		200,000	
C0535	Public Art Fund		25,000	
		Subtotal:		825,000

INFORMATION TECHNOLOGY

C0375	Citywide IT Projects		383,000	
		Subtotal:		383,000

HEALTH

C0453	Building Repairs and Improvement		150,000	
		Subtotal:		150,000

PLANNING & ZONING

C0467	Waterfront Public Access		100,000	
C0468	Bikeway Plan		50,000	
C0473	Sidewalk Plan		85,000	
				235,000

HUMAN RELATIONS & FAIR RENT

C0536	ADA Compliance		250,000	
		Subtotal:		250,000

GRAND TOTAL 2013-2014 CAPITAL BUDGET $15,653,000

Section 3. Said bonds may be issued in one or more series as determined by the Director of Finance in an amount necessary to meet the City's share of the cost of the Projects determined after considering the estimated amount of State and Federal grants-in-aid of the Projects, or the actual amounts thereof if this be ascertainable, and the anticipated times of the receipt of the proceeds thereof, provided that the total amount of bonds to be issued shall not be less than an amount which will provide funds sufficient with other funds available for such purpose to pay the principal of and the interest on all temporary borrowings in anticipation of the receipt of the proceeds of said bonds outstanding at the time of the issuance thereof, and to pay for the administrative, financing, legal and other costs of issuance of such bonds. The bonds of each series shall mature not later than the twentieth year after their date, and may be issued subject to earlier redemption by the City. The bonds of each series shall be in the denomination of $1,000 or a whole multiple thereof, be issued in fully registered form, be executed in the name and on behalf of the City by the manual or facsimile signatures of the Mayor, City Clerk, Comptroller and the Director of Finance, bear the City seal or a facsimile thereof, be payable at a bank or trust company, be certified by a bank or trust company, which bank or trust company may also be designated as the registrar and transfer agent, and be approved as to their legality by Robinson & Cole LLP, Attorneys at Law, of Hartford, Connecticut. The bonds shall be general obligations of the City and each of the bonds shall recite that every requirement of law relating to its issue has been duly complied with, that such bond is within every debt and other limit prescribed by law, and that the full faith and credit of the City are pledged to the payment of the principal thereof and the interest thereon. The aggregate principal amount of the bonds of each series to be issued, the annual installments of principal, redemption provisions, if any, the certifying, registrar and transfer agent and paying agent, the date, time of issue and sale, and other terms, details and particulars of such bonds including approval of the rate or rates of interest payable thereon shall be determined by the Common Council, or such other persons as the Common Council shall designate, in accordance with the General Statutes of Connecticut, Revision of 1958, as amended from time to time (the "Connecticut General Statutes").

Section 4. Said bonds shall be sold by the Mayor in a competitive offering or by negotiation, in his discretion. If sold in a competitive offering, the bonds shall be sold at not less than par and accrued interest on the basis of the lowest net or true interest cost to the City. A notice of sale or a summary thereof describing the bonds and setting forth the terms and conditions of the sale shall be published at least five days in advance of the sale in a recognized publication carrying municipal bond notices and devoted primarily to financial news and the subject of state and municipal bonds. If the bonds are sold by negotiation, the purchase agreement shall be subject to the approval of the Common Council, or such other persons as the Common Council shall designate.

Section 5. The Mayor and the Director of Finance are authorized to make temporary borrowings in anticipation of the receipt of the proceeds of said bonds. Notes evidencing such borrowings shall be in such denominations, bear interest at such rate or rates and be payable at such time or times as shall be determined by the Mayor and the Director of Finance, be executed in the name of the City by the manual or facsimile signatures of the Mayor and the Director of Finance, have the City seal or a facsimile thereof affixed, be certified by a bank or trust company designated by the Director of Finance pursuant to Section 7-373 of the Connecticut General Statutes, and be approved as to their legality by Robinson & Cole LLP as bond counsel. Such notes shall be issued with maturity dates which comply with the provisions of the Connecticut General Statutes governing the issuance of such notes, as the same may be amended from time to time. The notes shall be general obligations of the City and each of the notes shall recite that every requirement of law relating to its issue has been duly complied with, that such note is within every debt and other limit prescribed by law, and that the full faith and credit of the City are pledged to the payment of the principal thereof and the interest thereon. The net interest cost on such notes, including renewals thereof, and the expense of preparing, issuing and marketing them, to the extent paid from the proceeds of such renewals or said bonds, shall be included as a cost of the capital improvements for the financing of which said notes were issued. Upon the sale of the bonds, the proceeds thereof, to the extent required, shall be applied forthwith to the payment of the principal of and the interest on any such notes then outstanding or shall be deposited with a bank or trust company in trust for such purpose.

Section 6. The Mayor is authorized in the name and on behalf of the City to apply for and accept any and all Federal and State loans and/or grants-in-aid of any Projects and is further authorized to expend said funds in accordance with the terms hereof and in connection therewith to contract in the name of the City with engineers, contractors and others.

Section 7. To meet any portion of the costs of such projects determined by the State of

Connecticut Department of Energy and Environmental Protection to be eligible for funding under Section 22a-475 et seq. of the Connecticut General Statutes, as the same may be amended from time to time (the "Clean Water Fund Program"), the City is authorized and may issue interim funding obligations in anticipation of project loan obligations and project loan obligations ("Clean Water Fund Obligations") in such denominations as the Mayor and Director of Finance shall determine. The Mayor and Director of Finance are hereby authorized to determine the amount, date, maturity, interest rate, form and other details and particulars of such Clean Water Fund Obligations, subject to the provisions of the Clean Water Fund Program, and the Mayor, Director of Finance and Treasurer are authorized to execute and deliver the same. Said Clean Water Fund Obligations shall be general obligations of the City and each of the Clean Water Fund Obligations shall recite that every requirement of law relating to its issue has been duly complied with, that such obligation is within every debt and other limit prescribed by law, and that the full faith and credit of the City are pledged to the payment of the principal thereof and the interest thereon. The Mayor is hereby authorized to execute and deliver to the State in the name of and on behalf of the City Project Loan and Project Grant Agreements under the Clean Water Fund Program.

Section 8. The balance of any appropriation not required, in the determination of the Common Council, for any Department set forth in Section 1, may be transferred by resolution of the Common Council to any other Department in Section 1.

Section 9. The City hereby expresses its official intent pursuant to §1.150-2 of the Federal Income Tax Regulations, Title 26 (the "Regulations"), to reimburse expenditures paid sixty days prior to and any time after the date of passage of this resolution in the maximum amount and for the Projects with the proceeds of bonds, notes, or other obligations ("Tax Exempt Obligations") authorized to be issued by the City. The Tax Exempt Obligations shall be issued to reimburse such expenditures not later than 18 months after the later of the date of the expenditure or the substantial completion of the Projects, or such later date the Regulations may authorize. The City hereby certifies that the intention to reimburse as expressed herein is based upon its reasonable expectations as of this date. The Director of Finance or his designee is authorized to pay project expenses in accordance herewith pending the issuance of Tax Exempt Obligations.

Section 10. The Mayor and Director of Finance are hereby authorized, on behalf of the City, to enter into agreements or otherwise covenant for the benefit of bondholders to provide information on an annual or other periodic basis to the Municipal Securities Rulemaking Board (the "MSRB") and to provide notices to the MSRB of material events as enumerated in Securities and Exchange Commission Exchange Act Rule 15c2-12, as amended, as may be necessary, appropriate or desirable to effect the sale of the bonds and notes authorized by this resolution. Any agreements or representations to provide information to the MSRB made prior hereto are hereby confirmed, ratified and approved.

Section 11. The Mayor and Director of Finance are hereby authorized, on behalf of the City, to enter into any other agreements, instruments, documents and certificates, including tax and investment agreements, for the consummation of the transactions contemplated by this resolution. The Mayor and Director of Finance are hereby authorized, on behalf of the City, to apply for and accept any and all Federal and State loans and or grants-in-aid of the Projects, to expend said funds in accordance with the terms hereof, and in connection therewith to contract in the name of the City with engineers, contractors and others.