

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

I. ROLL CALL

II. ACCEPTANCE OF MINUTES

Regular Meeting(s):

January 12, 2016

III. PUBLIC PARTICIPATION

IV. MAYOR

A. RESIGNATIONS AND APPOINTMENTS

APPOINTMENTS:

None

REAPPOINTMENTS:

None

MAYOR'S REMARKS:

V. COUNCIL PRESIDENT

A. GENERAL COUNCIL BUSINESS:

RESIGNATIONS AND APPOINTMENTS

RESIGNATION:

None

APPOINTMENTS:

None

B. CONSENT CALENDAR

VI. REPORTS: DEPARTMENTS, BOARD AND COMMISSIONS

A. CORPORATION COUNSEL

1. Authorization to Settle Claim: Eversource Energy Facilities v. City of Norwalk

VII. COMMON COUNCIL COMMITTEES

A. RECREATION, PARKS & CULTURAL AFFAIRS COMMITTEE

1. Added condition to Park Usage policy:
Any event at the discretion of the Recreation, Parks and Cultural Affairs Council Committee which involves ticket sales or admission will be forwarded to the full Council for a Formal Agreement including a Public Gathering Permit.
2. Authorize the Mayor, Harry W. Rilling to enter into an agreement with the Norwalk Symphony Orchestra for the use of Cranbury Park and Gallaher Mansion for a Pops Concert to be held Sunday, September 18, 2016 from 5:00 PM – 7:00 PM. Set up to take place Friday, September 18, 2016 at 8:00 AM with tear down no later than 10:00 PM on Friday, September 18, 2016. Estimated attendance 600.
3. Authorize the Mayor, Harry W. Rilling to enter into an agreement with Team Mossman Events for the use of Calf Pasture Beach for a Mossman Sprint Triathlon to be held Sunday, July 10, 2016 from 6:30 AM – 11:00 AM. Set up to take place Saturday, July 9, 2016 from 10:00 AM and 5:00 AM on Sunday, July 10, 2016 with tear down no later than 3:00 PM on Sunday, July 10, 2016. Estimated attendance 400.
4. Authorize the Mayor, Harry W. Rilling to enter into an agreement with NICE Inc. (Norwalk International Cultural Exchange) for the use of Oyster Shell Park for the N.I.C.E. Festival to be held Saturday, July 9, 2016 from 12:00 Noon – 9:00 PM. Set up to take place Friday, July 8, 2016 at 12:00 Noon with tear down no later than 12:00 Noon on Monday, July 10, 2016. Estimated attendance 4,000.

B. FINANCE COMMITTEE

1. Accept and Approve the Report of the Claims Committee Dated: January 5, 2016
2. For informational purposes only: Narrative on Tax Collections dated January 12, 2016.
3. For informational purposes only: Monthly Tax Collector's Report Dated: December 31, 2015.
4. Resolution, authorizing a Special Capital Appropriation in the amount of \$756,068 for the Norwalk Early Childhood Center development project, representing the anticipated State of Connecticut share for this project (Account No. 09165010-5799-C0555).

C. PUBLIC WORKS COMMITTEE

1. Authorize the Mayor, Harry W. Rilling, to execute an Agreement with K & J Landscaping, LLC per RFP# 3630 for Tree Removal/Trimming Services (for a sum not to exceed \$100,000 per year). Account No. 01 40 29 5298

Technical Correction – Authorize the Mayor, Harry W. Rilling, to execute an Agreement with K & J Landscaping, LLC per RFP# 3630 for Tree Removal/Trimming Services (for a sum not to exceed \$100,000 per year). Account No. 01 40 29 5298 and 01 60 31 5298.

D. LAND USE AND BUILDING MANAGEMENT COMMITTEE

1. Authorize the Mayor, Harry W. Rilling, to execute an Amendment to A.P. Construction Company's contract as the Construction Manager (CM) for the Norwalk Early Childhood Center project at 11 Allen Road. Terms of the agreement shall include the following:

Total Trade Contractors' Costs	\$ 1,646,847
CM Fees (3% of total trade costs)	\$ 59,749
CM Contingency (3% of total trade costs)	\$ 78,877
CM General Conditions Fees	\$ 336,599
Additional Bond and Insurance Costs (over \$1.2)	\$ 16,825
General Trades	\$ <u>72,639</u>
Guaranteed Maximum Price (GMP)	\$ 2,211,536

Acct. #09155010 5777 C0555, #09045010 5777 B0291, #030000-2633, #09155010 5777 C0537 and #09165010 5799C0555

2. Authorize the NFCC to issue change orders on Contract for a total not to exceed \$103,630.

VIII. RESOLUTIONS FROM COMMON COUNCIL

IX. MOTIONS POSTPONED TO A SPECIFIC DATE

X. SUSPENSION OF RULES

XI. ADJOURNMENT

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

Mayor Rilling called the January 12, 2016 meeting of the Norwalk Common Council to order at 7:33 p.m. and led the Assembly in reciting the Pledge of Allegiance.

Ms. King, City Clerk read the notice stating that the meeting was being videotaped and audio recorded for the public broadcast, and that assisted listening devices were available.

I. ROLL CALL

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

Council at Large:	Mr. Richard Bonenfant Mr. Bruce Kimmel	Mr. Michael Corsello Mr. Nick Sacchinelli
District A:	Ms. Eloisa Melendez	Mr. Steven Serasis
District B:	Ms. Phaedrel Bowman	Mr. Travis Simms
District C:	Mr. John Kydes	Ms. Michelle Maggio
District D:	Ms. Shannon O'Toole Giandurco	Mr. Michael DePalma
District E:	Mr. Thomas Livingston	Mr. John Igneri

There were fourteen (14) present and one (1) absent (Mr. Douglas Hempstead).

II. ACCEPTANCE OF MINUTES

Regular Meeting(s): December 22, 2015

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

III. PUBLIC PARTICIPATION

Mr. James Carter, representing the Norwalk River Valley Trail spoke in support of acceptance of the grant and said that it has been a positive experience. He said that the Friends of the Norwalk River Valley Trail assumed the responsibility of raising funds which relieved the town of that obligation.

IV. MAYOR

A. RESIGNATIONS AND APPOINTMENTS

APPOINTMENTS:

Joseph A. Perella, Harbor Management

**** MR. KYDES MOVED TO APPROVE THE APPOINTMENT OF JOSEPH A. PERELLA TO THE HARBOR MANAGEMENT COMMISSION**

Mr. Kydes said that he has known Mr. Perella for over 20 years.

**** MOTION PASSED UNANIMOUSLY**

Robert C. Wagman, Conservation Commission (alternate)

**** MR. IGNERI MOVED TO APPROVE THE APPOINTMENT OF ROBERT C. WAGMAN AS AN ALTERNATE TO THE CONSERVATION COMMISSION**

Mr. Igneri said that Mr. Wagman is concerned about the state of our rivers. In addition, he has been a resident of Norwalk for over 80 years.

**** MOTION PASSED UNANIMOUSLY**

REAPPOINTMENTS:

William T. Gardella, Harbor Management

**** MS. O'TOOLE GIANDURCO MOVED TO APPROVE THE REAPPOINTMENT OF WILLIAM T. GARDELLA TO THE HARBOR MANAGEMENT COMMISSION**

Ms. O'Toole Giandurco said that Mr. Gardella has a vested interest in the Norwalk Harbor. Mr. Bonenfant added that he cares about our Harbor.

**** MOTION PASSED UNANIMOUSLY**

Dennis J. Santella, Harbor Management

**** MS. MAGGIO MOVED TO APPROVE THE REAPPOINTMENT OF DENNIS J. SANTELLA TO THE HARBOR MANAGEMENT COMMISSION**

Ms. Maggio said that she has known Mr. Santella for over 40 years and that he has a vested interest in the Harbor.

**** MOTION PASSED UNANIMOUSLY**

Ed Holowinko, Conservation Commission

**** MR. KYDES MOVED TO APPROVE THE REAPPOINTMENT OF ED HOLOWINKO TO THE CONSERVATION COMMISSION**

Mr. Kydes said that Mr. Holowinko's attendance on the Conservation Commission is 100%.

**** MOTION PASSED UNANIMOUSLY**

MAYOR'S REMARKS:

Ms. King administered the Oath of Office to Mr. Wagman, Mr. Holowinko and Mr. Perella.

Mayor Rilling wished all a peaceful, calm and loving world in 2016.

The Mayor's Ball will take place on January 29th and tickets are going fast. This will be the last time the Ball will be held at Continental Manor because the owners are going to re-purpose the property.

V. COUNCIL PRESIDENT

A. GENERAL COUNCIL BUSINESS:

Mr. Kimmel said that there are two State projects going on – the East Norwalk bridge and the WALK bridge and they are causing a certain amount of anxiety. He said that Mr. Ignneri came up with the idea of creating an *ad hoc* committee comprised of folks from East Norwalk and South Norwalk and have the State come in to talk about the projects.

Mr. Kimmel said that the Public Works Committee will hold a public information session on January 21st to discuss the bridge issues.

RESIGNATIONS AND APPOINTMENTS

**** MR. IGNERI MOVED TO SUSPEND THE RULES TO ADD THE ANNOUNCEMENT OF TWO RESIGNATIONS TO THE AGENDA**

Due to a potential conflict of interest, Mr. Simms rescued himself and left the Common Council Chambers.

**** MOTION PASSED UNANIMOUSLY**

RESIGNATIONS:

Mr. Kimmel announced the resignation of Dale Ford and William Fitzgerald from the Ethics Board.

Mr. Kimmel announced the resignation of Louis M. Seeley from the Ethics Board.

APPOINTMENTS:

Antoinette R. Williams, Ethics Board

**** MR. KIMMEL MOVED TO APPROVE THE (ALTERNATE) APPOINTMENT ANTOINETTE R. WILLIAMS TO THE ETHICS BOARD**

**** MOTION PASSED UNANIMOUSLY**

Haroldo V. Williams, Ethics Board

**** MR. KIMMEL MOVED TO APPROVE THE APPOINTMENT OF HAROLDO V. WILLIAMS TO THE ETHICS BOARD**

**** MOTION PASSED UNANIMOUSLY**

Mr. Simms returned to the Common Council Chambers.

Mayor Rilling announced the upcoming Dr. Martin Luther King celebrations that will be taking place throughout the City.

B. CONSENT CALENDAR

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

PUBLIC WORKS

7C1

7C2

7C3

7C4

VII. COMMON COUNCIL COMMITTEES

C. PUBLIC WORKS COMMITTEE

- 1. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE THE SECOND AMENDMENT TO SEPTEMBER 2, 2011 AGREEMENT FOR ON-CALL TRAFFIC ENGINEERING SERVICES WITH RBA GROUP OF CONNECTICUT, LLC TO PREPARE A TRAFFIC SIGNAL TIMING AND OPTIMIZATION STUDY FOR INTERSECTIONS AT (1) FAIRFIELD AVENUE, FLAX HILL ROAD, WASHINGTON STREET AND DR. MARTIN LUTHER KING JR. DRIVE AND (2) CONNECTICUT AVENUE AND WEST AVENUE FOR AN AMOUNT NOT TO EXCEED \$9,000. (SCOPE OF SERVICES DATE DECEMBER 3, 2015 ATTACHED). ACCOUNT NO. 09 03 4120 5777 C0232**
- 2. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AGREEMENT WITH THE TOWN OF WILTON PLEDGING NORWALK'S SUPPORT FOR ITS SHARE OF THE 20% MATCHING CONTRIBUTION DUE UNDER THE GRANT FROM THE DEPARTMENT OF ENERGY AND ENVIRONMENTAL PROTECTION TO WILTON FOR THE CONSTRUCTION OF A PORTION OF THE NORWALK RIVER VALLEY TRAIL THAT TRANSVERSES THE TOWN OF WILTON AND CITY OF NORWALK. (COPIES OF THE GRANT DOCUMENTS BETWEEN WILTON AND DEEP AND THE AGREEMENT INCLUDED IN PACKET)**
- 3. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AGREEMENT WITH THE TOWN OF WILTON AND THE FRIENDS OF THE NORWALK RIVER VALLEY TRAIL, INC. (NRVT) WHEREBY NRVT PLEDGES TO PROVIDE THE 20% MATCHING CONTRIBUTION UNDER THE GRANT FROM THE DEPARTMENT OF ENERGY AND ENVIRONMENTAL PROTECTION TO WILTON FOR THE CONSTRUCTION OF A PORTION OF THE NORWALK RIVER VALLEY TRAIL TO BE MADE ON BEHALF OF BOTH WILTON AND NORWALK. (COPY OF THE AGREEMENT INCLUDED IN PACKET)**
- 4. AUTHORIZE THE PURCHASING AGENT TO ISSUE A PURCHASE ORDER TO CROWLEY FORD, LLC, FOR THE PURCHASE OF ONE 2016 FORD EXPLORER FOR A SUM NOT TO EXCEED \$26,053.60 (STATE CONTRACT #1 OPSX0239) ACCOUNT NO. 09 16 4031 5777 C0313**

- 5. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AGREEMENT WITH K & J LANDSCAPING, LLC PER RFP# 3630 FOR TREE REMOVAL/TRIMMING SERVICES (FOR A SUM NOT TO EXCEED \$100,000 PER YEAR).
ACCOUNT NO. 01 40 29 5298**

**** MOTION PASSED UNANIMOUSLY**

VI. REPORTS: DEPARTMENTS, BOARD AND COMMISSIONS

A. CORPORATION COUNSEL

VII. COMMON COUNCIL COMMITTEES

A. HEALTH, PUBLIC WELFARE AND SAFETY

**** MS. BOWMAN MOVED TO APPROVE THE FOLLOWING ITEMS:**

- 1. APPROVE THE ASSIGNMENT OF THE AGREEMENT BY AND BETWEEN CWH RESEARCH INC. DATED OCTOBER 23, 2015 TO INDUSTRIAL /ORGANIZATIONAL SOLUTIONS INC., PURSUANT TO A PURCHASE AGREEMENT.**

- 2. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE CONSENT TO ASSIGNMENT DOCUMENT EVIDENCING THE CITY'S CONSENT TO THE ASSIGNMENT AND ASSUMPTION OF THE WRITTEN AGREEMENT.**

Ms. Bowman explained that several months ago CWH Research Inc., was chosen to administer the Fire Department test. This item changes the name of the company on the contract.

Chief Reilly explained that the family who owned the company retired and turned the company over. The only reason this item did not go through committee is due to a timing issue.

**** MOTION PASSED UNANIMOUSLY**

B. PLANNING COMMITTEE

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

1. APPROVE OPM RESPONSIBLE GROWTH AND TRANSIT-ORIENTED DEVELOPMENT (TOD) GRANT PROGRAM CERTIFIED RESOLUTION.

Mr. Kydes explained that this program will be used to revitalize homes in Norwalk, which would allow low income families to purchase these homes.

Ms. Susan Sweitzer explained that this program combines two initiatives; providing affordable home ownership and ensures preservation of workforce houses in South Norwalk. She said that they have successfully acquired two homes in South Norwalk and they will be available for resale.

In response to Mr. Bonenfant's question, Ms. Sweitzer said that this is funded through the North Walk Housing Corporation. She said that they will put in place deed restrictions on the homes which will allow the owner to have a tenant. There will be a restriction on the income of the tenant.

**** MOTION PASSED UNANIMOUSLY**

VIII. RESOLUTIONS FROM COMMON COUNCIL CHARTER REVISION RESOLUTION

Mr. Kimmel expressed his thanks to Diane Beltz Jacobson in the Law Department, Stuart Wells, Registrar of Voters, Mario Coppola, Corporation Counsel, Irene Dixon, Assistant City Clerk and Council Members John Kydes and Shannon O'Toole Giandurco.

**** MR. KIMMEL MOVED THE FOLLOWING RESOLUTION:**

BE IT RESOLVED THAT:

- A. IN ACCORDANCE WITH SECTION 7-188 OF THE CONNECTICUT GENERAL STATUTES, THE COMMON COUNCIL OF THE CITY OF NORWALK INITIATES THE PROCESS OF AMENDING THE CHARTER OF THE CITY OF NORWALK AND, FOR THAT PURPOSE HEREBY, APPOINTS A CHARTER REVISION COMMISSION. (THIS ACTION MUST BE ADOPTED BY A 2/3 VOTE OF THE MEMBERSHIP OF THE COMMON COUNCIL.)**
- B. IN ACCORDANCE WITH SECTION 7-190 OF THE CONNECTICUT GENERAL STATUTES, THE COMMON COUNCIL HEREBY APPOINTS THE FOLLOWING INDIVIDUALS AS MEMBERS OF SUCH CHARTER REVIEW COMMISSION:**

- 1. WILLIAM FITZGERALD (D) - CHAIR OF THE COMMISSION**
 - 2. STEVEN KEOGH (D)**
 - 3. YVONNE RODRIGUEZ (D)**
 - 4. MICHAEL WITHERSPOON (D)**
 - 5. MARY ROMAN (R)**
 - 6. GLENN IANNACCONE (R)**
 - 7. JERRY PETRINI (R)**
- C. THE COMMON COUNCIL HEREBY RECOMMENDS THAT THE CHARTER REVISION COMMISSION CONSIDER AMENDING THE CHARTER OF THE CITY OF NORWALK AS FOLLOWS:**
- 8. AMEND CHARTER SECTION 1-166 TO PROVIDE THAT THE TOWN AND CITY ELECTION FOR THE OFFICE OF MAYOR SHALL OCCUR EVERY FOUR YEARS RATHER THAN BIENNIALLY;**
 - 9. IF THE MAYORAL TERM IS INCREASED TO FOUR YEARS, THEN AMEND CHARTER SECTION 1-166 SO THERE IS A TWO TERM LIMIT FOR THE MAYOR;**
-
- 10. INVESTIGATE THE POSSIBILITY OF EXTENDING THE TERMS OF COMMON COUNCIL MEMBERS, THE TOWN CLERK, AND OTHER CITY OFFICIALS TO FOUR YEARS;**
 - 11. INVESTIGATE THE POSSIBILITY OF AMENDING CHARTER SECTION 1-167 TO CORRESPONDINGLY ADJUST THE ELECTION OF THE MEMBERS OF THE BOARD OF EDUCATION, WHICH CURRENTLY ARE ON THE BALLOT "AT EACH GENERAL MUNICIPAL ELECTION**
 - 12. AMEND CHARTER SECTION 1-166 TO REMOVE ALL REFERENCES TO SELECTMAN, CITY TREASURER AND SHERIFF;**
 - 13. AMEND CHARTER SECTIONS 1-215 AND 1-224 TO REMOVE ALL REFERENCES TO THE SALARIES OF CITY OFFICIALS; OR, INVESTIGATE THE POSSIBILITY OF AMENDING THOSE SECTIONS SO THE BOARD OF ESTIMATE AND TAXATION SETS THE SALARIES OF CITY OFFICIALS.**
- D. THE CHARTER REVISION COMMISSION SHALL SUBMIT ITS DRAFT REPORT TO THE COMMON COUNCIL ON OR BEFORE MARCH 22, 2016.**

Mr. Kimmel said that he feels that the seven members of the Commission are a diverse group and he is confident that they will do a good job. He spoke to the resolution and said that it is good to provide the Commission with as much flexibility as possible.

By removing three offices, the Board of Education will be moved to the top of the ballot. He said that he can't answer what the Selectman, City Treasurer and Sheriff do. March 22nd was chosen to allow the Commission 10 weeks to submit their draft.

Ms. Bowman said that she was in support of this Resolution and very interested in the Commission looking at other issues.

Mr. Corsello said that he wants to be sure the Commission has enough time and made the following amendment:

**** MR. CORSELLO MOVED TO AMEND THE RESOLUTION TO READ AS FOLLOWS:**

D. THE CHARTER REVISION COMMISSION SHALL SUBMIT ITS DRAFT REPORT TO THE COMMON COUNCIL ON OR BEFORE APRIL 5, 2016.

Mr. Serasis asked what would be the appropriate forum if a Common Council member wants to add another part to the items. Mayor Rilling said that they would have to add it now. He added that a Common Council member could go to a public hearing and make a recommendation or make a recommendation tonight.

Mr. Kimmel said that when the Charter Commission holds a public hearing a Common Council member can present their opinion to the Commission. Mayor Rilling asked Mr. Coppola to research Mr. Serasis' question.

Mayor Rilling said that when the final draft is received, a public hearing will be held and Common Council members will vote on each individual item.

Mayor Rilling expressed his deep appreciation to Mr. Kimmel.

**** AMENDMENT PASSED UNANIMOUSLY**

**** MOTION AS AMENDED PASSED UNANIMOUSLY BY ROLL CALL VOTE (MR. BONENFANT; MR. CORSELLO; MR. KIMMEL; MR. SACCHINELLI; MS. MELENDEZ; MR SERASIS; MS. BOWMAN; MR. SIMMS; MR. KYDES; MS. MAGGIO; MS. O'TOOLE GIANDURCO; MR. DEPALMA; MR. LIVINGSTON; MR. IGNERI)**

IX. MOTIONS POSTPONED TO A SPECIFIC DATE

There were none this evening.

X. SUSPENSION OF RULES

There were none this evening.

XI. ADJOURNMENT

**** MR. KYDES MOVED TO ADJOURN**

**** MOTION PASSED UNANIMOUSLY**

There was no further business and the meeting was unanimously adjourned at 8:31 p.m.

ATTEST: _____
Donna King, City Clerk

VII A 2-4

NORWALK RECREATION & PARKS DEPARTMENT
FACILITY APPLICATION FORM

PLEASE PRINT

ORGANIZATION NAME: Norwalk Symphony Orchestra PERSONAL/FAMILY
NAME OF CORPORATE OFFICER AUTHORIZED TO EXECUTE THE LICENSE AGREEMENT: Becki Christopherson ASSOCIATION/CLUB
YOUR NAME: Becki Christopherson TITLE: Board member COMPANY/BUSINESS
ADDRESS: 83 Wall St Ste 1 E-MAIL ADDRESS: jessnorwalk@gmail.com
CITY: Norwalk STATE: CT ZIP CODE: 06851
HOME PHONE: 203 981 9875 BUSINESS PHONE: 203 956 6706 CELL PHONE: 203 981 9875
NSO phone 956-6711
Kate Attman

FACILITY & EVENT INFORMATION

FACILITY REQUESTED: Gallagher Mansion NUMBER OF PARTICIPANTS: 600+
EVENT: Pops Concert DATE REQUESTED: 9/18/15
SET UP TIME: 8am STARTING TIME: 5pm ENDING TIME: 7pm (RAIN DATE NOT APPLICABLE WITH PAVILION OR MANSION)
RAIN DATE: None

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

ARE YOU SERVING FOOD: YES NO

ARE YOU REQUESTING A TENT? YES NO *ANY TENT (STRUCTURE) 10 x 10 FEET OR LARGER INCLUDING, BUT NOT LIMITED TO; ELECTRICAL LIGHTING EQUIPMENT, REQUIRES A SEPARATE PERMIT FROM THE CODE ENFORCEMENT DEPT. *BOUNCING STRUCTURES; WATER DUNKING MACHINES; etc. REQUIRE A SEPARATE CERTIFICATE OF INSURANCE.

ARE YOU REQUESTING TO USE DISPLAY ADVERTISING AT YOUR EVENT? YES NO

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

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

PLEASE NOTE: NO GLASS OR BOTTLES ALLOWED ON CITY PARK PROPERTY; OPEN PIT FIRES ARE PROHIBITED; DEPOSIT/FEES ARE NON REFUNDABLE OR TRANSFERABLE. CERTIFICATE OF INSURANCE IS REQUIRED FOR ALL EVENTS. IS THE GROUP GOING TO SWIM? YES NO IT IS THE GROUP SUPERVISOR'S RESPONSIBILITY TO CONTACT THE LIFEGUARD SUPERVISOR ON DUTY SO THAT ALL RULES AND REGULATIONS ARE CLEAR.

IS A WATER SAFETY INSTRUCTOR OR A CERTIFIED LIFEGUARD ACCOMPANYING YOUR GROUP? YES NO
If yes, name of person _____ Each group should have accessible a list with all the children's names that are attending the outings for accountability in case of emergency.

ANY QUESTIONS ANSWERED YES. PLEASE EXPLAIN ON SEPARATE SHEET & ATTACH TO APPLICATION.

APPLICANT'S SIGNATURE: Becki DATE: 7/17/15

FOR OFFICE USE ONLY

RECREATION & PARK COMMITTEE APPROVAL: YES NO N/A DATE: August - 15/15

COMMON COUNCIL APPROVAL: YES NO N/A DATE:

DIRECTOR'S SIGNATURE: _____ DATE:

MAIL TO:
NORWALK RECREATION AND PARKS DEPARTMENT
CITY HALL
125 EAST AVENUE
NORWALK, CT 06851
PHONE: 203-854-7806 FAX: 203-854-7869

**NORWALK RECREATION & PARKS DEPARTMENT
FACILITY APPLICATION FORM**

PLEASE PRINT

ORGANIZATION NAME: Team Massman Events PERSONAL/FAMILY
 NAME OF CORPORATE OFFICER AUTHORIZED TO EXECUTE THE LICENSE AGREEMENT: Clayton Tebbetts ASSOCIATION/CLUB
 YOUR NAME: Clayton Tebbetts TITLE: Race Director COMPANY/BUSINESS
 ADDRESS: 25 Norway Rd. E-MAIL ADDRESS: ironmanart@aol.com
 CITY: Norwalk STATE: CT ZIP CODE: 06473
 HOME PHONE: 203 5303650 BUSINESS PHONE: _____ CELL PHONE: 203 5303650

FACILITY & EVENT INFORMATION

FACILITY REQUESTED: CAGE PASTURE BEACH NUMBER OF PARTICIPANTS: 400
 EVENT: Massman Sprint Triathlon DATE REQUESTED: July 9+10, 2016
 SET UP TIME: 10A/5A STARTING TIME: 6:30A ENDING TIME: 11AM/7:10 (RAIN DATE NOT APPLICABLE WITH PAVILION OR MANSION)
 RAIN DATE: 7/9/7/10 7/10
 ARE YOU REQUESTING THE USE OF ALCOHOLIC BEVERAGES AND/OR BEER KEGS? YES NO

ARE YOU SERVING FOOD: YES NO
 ARE YOU REQUESTING A TENT? YES NO *ANY TENT (STRUCTURE) 10 x 10 FEET OR LARGER INCLUDING, BUT NOT LIMITED TO; ELECTRICAL LIGHTING EQUIPMENT, REQUIRES A SEPARATE PERMIT FROM THE CODE ENFORCEMENT DEPT. *BOUNCING STRUCTURES; WATER DUNKING MACHINES; etc. REQUIRE A SEPARATE CERTIFICATE OF INSURANCE.

ARE YOU REQUESTING TO USE DISPLAY ADVERTISING AT YOUR EVENT? YES NO

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

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

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 IS THE GROUP GOING TO SWIM? YES NO IT IS THE GROUP SUPERVISOR'S RESPONSIBILITY TO CONTACT THE LIFEGUARD SUPERVISOR ON DUTY SO THAT ALL RULES AND REGULATIONS ARE CLEAR.

IS A WATER SAFETY INSTRUCTOR OR A CERTIFIED LIFEGUARD ACCOMPANYING YOUR GROUP? YES NO
 If yes, name of person Cait Pasture Lifeguard Each group should have accessible a list with all the children's names that are attending the outings for accountability in case of emergency.

ANY QUESTIONS ANSWERED YES, PLEASE EXPLAIN ON SEPARATE SHEET & ATTACH TO APPLICATION.

APPLICANT'S SIGNATURE: Clayton Tebbetts DATE: 12/1/2015

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

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

DIRECTOR'S SIGNATURE: _____ DATE: _____

MAIL TO:
 NORWALK RECREATION AND PARKS DEPARTMENT
 CITY HALL
 125 EAST AVENUE
 NORWALK, CT 06851
 PHONE: 203-854-7806 FAX: 203-854-7869

Agenda 1/13/16
 Received: 7/15 Please see reverse
 Signature required
2005
 Insurance

**NORWALK RECREATION & PARKS DEPARTMENT
FACILITY APPLICATION FORM**

PLEASE PRINT

PERSONAL/FAMILY
ASSOCIATION/CLUB
COMPANY/BUSINESS

ORGANIZATION NAME: NICE Inc.

NAME OF CORPORATE OFFICER AUTHORIZED

TO EXECUTE THE LICENSE AGREEMENT: Janet Evelyn

TITLE: President

YOUR NAME: Janet Evelyn

TITLE:

ADDRESS: 20 Elmwood Ave

E-MAIL ADDRESS: Janet.Evelyn@Optimum.net

CITY: Norwalk

STATE: CT

ZIP CODE: 06854

Optimum.net

HOME PHONE: 203 919-3000 BUSINESS PHONE: 203 919-3000 CELL PHONE: 203 919-3000

FACILITY & EVENT INFORMATION

FACILITY REQUESTED: Oyster Shell Park

NUMBER OF PARTICIPANTS: 4000

EVENT: The NICE Festival

DATE REQUESTED: July 9, 2016

SET UP TIME: 7 AM STARTING TIME: 12N

ENDING TIME: 9 PM

(RAIN DATE NOT APPLICABLE WITH PAVILION OR MANSION)

RAIN DATE: None

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

ARE YOU SERVING FOOD: YES NO

ARE YOU REQUESTING A TENT? YES NO *ANY TENT (STRUCTURE) 10 x 10 FEET OR LARGER INCLUDING, BUT NOT LIMITED TO; ELECTRICAL LIGHTING EQUIPMENT, REQUIRES A SEPARATE PERMIT FROM THE CODE ENFORCEMENT DEPT. *BOUNCING STRUCTURES; WATER DUNKING MACHINES; etc. REQUIRE A SEPARATE CERTIFICATE OF INSURANCE.

ARE YOU REQUESTING TO USE DISPLAY ADVERTISING AT YOUR EVENT? YES NO

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

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

PLEASE NOTE: NO GLASS OR BOTTLES ALLOWED ON CITY PARK PROPERTY; OPEN PIT FIRES ARE PROHIBITED; DEPOSIT/FEES ARE NON REFUNDABLE OR TRANSFERABLE; CERTIFICATE OF INSURANCE IS REQUIRED FOR ALL EVENTS. IS THE GROUP GOING TO SWIM? YES NO IT IS THE GROUP SUPERVISOR'S RESPONSIBILITY TO CONTACT THE LIFEGUARD SUPERVISOR ON DUTY SO THAT ALL RULES AND REGULATIONS ARE CLEAR.

IS A WATER SAFETY INSTRUCTOR OR A CERTIFIED LIFEGUARD ACCOMPANYING YOUR GROUP? YES NO
If yes, name of person _____ Each group should have accessible a list with all the children's names that are attending the outings for accountability in case of emergency.

ANY QUESTIONS ANSWERED YES, PLEASE EXPLAIN ON SEPARATE SHEET & ATTACH TO APPLICATION.

APPLICANT'S SIGNATURE: 

DATE: 12/16/15

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RECREATION & PARK COMMITTEE APPROVAL: YES NO N/A

DATE:

COMMON COUNCIL APPROVAL: YES NO N/A

DATE:

DIRECTOR'S SIGNATURE:

DATE:

MAIL TO:
NORWALK RECREATION AND PARKS DEPARTMENT
CITY HALL
125 EAST AVENUE
NORWALK, CT 06851
PHONE: 203-854-7806 FAX: 203-854-7869

NO Fee
Put on person
11/13/16
Please see reverse
Signature required

AGENDA

JANUARY 5, 2016

CLAIMS COMMITTEE MEETING

**REFUNDS PROCESSED
CLAIMS COMMITTEE**

**APPROVED BY
TAX COLLECTOR**

**REPORTED TO
CLAIMS COMMITTEE**

ARCANO DENNIS OR ARCANO NANCY	(\$635.86)	14-MV-302221 (\$48.34)	PRORATON
ARI FLEBET LT		13-MV-302243 (\$343.98)	ABATEMENT
		14-MV-302347 (\$291.88)	ABATEMENT
BELLO-GOMEZ ELFEGO	(\$58.54)	11-MV-304317 (\$6.41)	PRORATON
		13-MV-304441 (\$52.13)	PRORATON
CAB EAST LLC	(\$7,009.02)	13-MV SEVERAL SEE BACK UP	PRORATIONS
CAMAN JESSICA		14-MV-308801 (\$194.50)	EXEMPTION ADJUSTEMENT
CHARKIT CHEMICAL CORP		14-MV-310957 (\$334.74)	PRORATON AND ABATEMENT
DAIMLER TRUST		14-MV-314588 (\$192.45)	PRORATON
DONLIER TRUST	(\$512.76)	13-MV-317293 (\$255.16)	PRORATON AND ABATEMENT
		14-MV-317365 (\$257.60)	PRORATON AND ABATEMENT
DREYER ANDREA		14-MV-317701 (\$54.88)	PRORATON
FITZGERALD EUGENE W		14-MV-321689 (\$467.80)	PRORATON
GALAZ SALVATORE A		13-MV-322963 (\$78.97)	PRORATON
HONDA LEASE TRUST	(\$1,007.51)	13-MV-329794 (\$263.17)	PRORATON AND ABATEMENT
		14-MV-329941 (\$315.56)	PRORATON AND ABATEMENT
		14-MV-329423 (\$81.40)	PRORATON AND ABATEMENT
		14-MV-329430 (\$83.76)	PRORATON AND ABATEMENT
HONDA LEASE TRUST	(\$785.70)	14-MV-329698 (\$263.62)	PRORATON AND ABATEMENT
		14-MV-329248 (\$319.42)	PRORATON
		14-MV-329350 (\$128.09)	PRORATON
		14-MV-329617 (\$71.46)	PRORATON
		14-MV-329978 (\$266.73)	PRORATON
HONDA LEASE TRUST	(\$1,241.97)	14-MV SEVERAL BACK UP	PRORATIONS
HONDA LEASE TRUST	(\$850.16)	14-MV-329406 (\$238.10)	PRORATON
		14-MV-329494 (\$463.59)	PRORATON

AGENDA

JANUARY 5, 2016

CLAIMS COMMITTEE MEETING

**REFUNDS PROCESSED
CLAIMS COMMITTEE**

**APPROVED BY
TAX COLLECTOR**

**REPORTED TO
CLAIMS COMMITTEE**

<u>REFUNDS PROCESSED CLAIMS COMMITTEE</u>	<u>APPROVED BY TAX COLLECTOR</u>	<u>REPORTED TO CLAIMS COMMITTEE</u>
14-MV-329567 (\$148.47)	PRORATION	
HONDA LEASE TRUST	(\$479.64)	14-MV-329392 (\$54.10)
		PRORATIONS
HONDA LEASE TRUST		14-MV-329601 (\$28.92)
		PRORATIONS
HYUNDAI LEASE TITLING TR		14-MV-329793 (\$396.62)
		PRORATIONS
JIDUNG JAYRAJ		14-MV-329432 (\$238.10)
		PRORATION
JMG INC		14-MV-330804 (\$151.08)
		PRORATION
JP MORGAN CHASE BANK NA		13-MV-331860 (\$139.14)
		PRORATION
JP MORGAN CHASE BANK NA		14-MV-332171 (\$30.19)
		PRORATION
LAMETTA SONSCONSTRUCTION		14-MV-332791 (\$139.61)
		PRORATION
LOTT PETER		14-MV-332853 (\$32.67)
		PRORATION
MC MILLAN JAMES S		13-MV-407550 (\$866.35)
		PRORATION
MERCHANTS AUTOMOTIVE GRO		14-MV-338016 (\$22.75)
		PRORATION
NIEUWEWEME BAS C		14-MV-341380 (\$34.68)
		PRORATION
NISSAN INFINITI LT		14-MV-341986 (\$40.50)
		PRORATION
SAVIANO BARBARA M		14-MV-345072 (\$213.44)
		PRORATION
SERRANO NANCY		14-MV-345992 (\$346.44)
		PRORATION
TOYOTA LEASE TRUST		14-MV-356782 (\$112.31)
		PRORATION
	(\$562.45)	14-MV-357774 (\$17.37)
		PRORATION
TOYOTA MOTOR CREDIT CORP		14-MV-363703 (\$272.53)
		PRORATION
TOYOTA LEASE TRUST		14-MV-3470902 (\$289.92)
		PRORATION
TOYOTA LEASE TRUST		14-MV-364080 (\$487.70)
		PRORATION
TOYOTA LEASE TRUST		13-MV-363218 (\$155.44)
		PRORATION
USB LEASING LT		14-MV-362733 (\$293.98)
		PRORATION
VAULT TRUST		14-MV-365205 (\$75.76)
		PRORATION
		13-MV-365366 (\$157.16)
		PRORATION

AGENDA

JANUARY 5, 2016

CLAIMS COMMITTEE MEETING

**REFUNDS PROCESSED
CLAIMS COMMITTEE**

**APPROVED BY
TAX COLLECTOR**

**REPORTED TO
CLAIMS COMMITTEE**

VAULT TRUST		14-MV-366021	(\$151.22)	PRORATION
VAULT TRUST	(\$572.67)	14-MV-366084	(\$141.69)	PRORATION
VAULT TRUST		14-MV-366237	(\$430.98)	PRORATION
VAULT TRUST		14-MV-366063	(\$1,256.36)	PRORATION
ZERRENNER JS		147-MV-370477	(\$70.83)	PRORATION

AIKEN ST DEVELOPMENT LLC		14-RE-100681	(\$778.37)	OVERPAYMENT
DONOVAN JOHN B & NANCY G	(\$414.08)	12-RE-107487	(\$195.12)	COC-ENT TO DISABLE VET OVER 65 EXMPTN
PATEL PARIMAL D & NITTAL P	(\$585.00)	13-RE-107486	(\$218.96)	COC-ENT TO DISABLE VET OVER 65 EXMPTN
		12-RE-1206937	(\$285.00)	ABATE SEWER USE FEE PER WPCA
		13-RE-120626	(\$300.00)	ABATE SEWER USE FEE PER WPCA
ROTON POINT CLUB INC		14-RE-122884	(\$1,014.50)	COC-SEWER USE FEE ADJ-WPCA

CAB EAST LLC

BILL	PLATE	MODEL	VIN#	AMOUNT
13-MV-307617	114YNJ	2010/FORD EXPLORER	1FMEU7DEXAUA94404	\$ 363.94
13-MV-307641	149WKJ	2011/FORD EDGE	2FMDK4JC4BBA37657	\$ 448.67
13-MV-307652	219WLN	2011/FORD ESCAPE	1FMCU9DG8BKA85654	\$ 353.04
13-MV-307656	278YTB	2011/LINC MKZ	3LNHL2JC5BR769882	\$ 139.87
13-MV-307666	319YYW	2011/FORD EDGE	2FMDK4JC5BBB58083	\$ 448.67
13-MV-307673	335YYW	2012/FORD FUSION	3FAHP0JA2CR153981	\$ 243.27
13-MV-307682	349YYW	2012/FORD ESCAPE	1FMCU9DG8CKA26637	\$ 339.24
13-MV-307719	516LDU	2010/FORD ESCAPE	1FMCU9EG0AKD15958	\$ 288.76
13-MV-307721	519LDU	2011/FORD FUSION	3FAHP0HA1BR102167	\$ 247.00
13-MV-307725	527YWH	2012/FORD FOCUS	1FAHP3M27CL209479	\$ 294.13
13-MV-307771	782YXR	2012/FORD FUSION	3FAHP0HA3CR179155	\$ 162.83
13-MV-307796	860YZW	2012/FORD FUSION	1FMJU2A54CEF14449	\$ 520.85
13-MV-307822	991TZU	2012/FORD EXPLORER	1FMHK8F8XCGA11040	\$ 116.21
13-MV-307837	8684CF	2011/FORD F150	1FTFX1EF3BKD16069	\$ 176.76
13-MV-307845	37LEF	2011/FORD FOCU	1FAHP3GN6BW172797	\$ 207.57
13-MV-307848	592WVU	2011/FORD ESCAPE	1FMCU9DG6BKB43339	\$ 224.46
13-MV-307846	630WRR	2011/FORD EDGE	2FMDK3GCXBBA58403	\$ 308.39
13-MV-307863	118ZDE	2012/FORD ESCA	1FMCU9DG6CKBB74513	\$ 203.62
13-MV-307880	298YTD	2011/FORD ESCAPE	1FMCU9DGXBKB88283	\$ 64.31
13-MV-307887	318ZLF	2012/FORD FUSION	3FAHP0HG7CR425273	\$ 111.24
13-MV-307889	321ZBP	2012/FORD FOCUS	1FAHP3F27CL297267	\$ 243.72
13-MV-307906	458YHV	2011/FORD ESC	1FMCU9D74BKA71945	\$ 310.82
13-MV-307925	709YLB	2011/FORD FUS	3FAHP0CG4BR193933	\$ 292.29
13-MV-307935	747YLB	2011/FORD EDGE	2FMDK4KC7BBA58405	\$ 227.32
13-MV-307939	775XWL	2012/FORD ESCA	1FMCU9EG8CKB74723	\$ 275.46
13-MV-307953	885ZHJ	2012/FORD FOCUS	1FAHP3H25CL407214	\$ 77.21
13-MV-307956	918YFH	2012/FORD ESCAPE	1FMCU9EG4CKB47678	\$118.10
13-MV-307959	955YXX	2012/FORD TAUR	1FAHP2KT5CG115549	\$ 201.27
TOTAL				\$ 7,009.02

HONDA LEASE

BILL	PLATE	MODEL	VIN#	AMOUNT
14-MV-329185	1AENW5	2013/HONDA CIVIC	19XFB2F88DE251181	\$ 119.02
14-MV-329227	136XDN	2012/HONDA CRV	5J6RM4H33CL017910	\$ 223.07
14-MV-329619	587ZKO	2013/HONDA CRV	5J6RM4H74DL082785	\$ 335.23
14-MV-329755	737ZLU	2012/HONDA CIVIC	19XFB2F55CE361965	\$ 23.73
14-MV-329806	802ZHP	2012/ACUR TL	19UUA8F58CA030881	\$ 250.77
14-MV-329906	907YYT	2012/HONDA ACCORD	1HGCP2F77CA036941	\$ 290.15
TOTAL				\$ 1,241.97

To: Mayor Harry Rilling; Board of Estimate and Taxation; Finance & Claims Committee
From: Lisa Biagiarelli, Tax Collector
Date: January 12, 2016
Re: Narrative for November, 2015 Tax Collector's Report

As of the end of December 2015, with the first half of our fiscal year concluded, we collected nearly \$183 million, or 61.10% of our nearly \$300 million tax levy. In addition, as of the end of December 2015, we collected more than \$8.5 million of our sewer use levy, or 58.59%. We also collected in excess of 85.5% of the year's IPP fee.

Also through the month of December, 2015, we collected in excess of \$2.1 million in back taxes, interest, lien fees and other fees. That amount appears to fall far short of what we collected in back taxes during the first six months of the prior fiscal year, however. It is becoming apparent that this year's collections are being impacted by tax credits stemming from reductions from court cases brought by taxpayers challenging their property assessments. Looking ahead, our next tax sale will be held on Monday, July 18, 2016. We have already started working on that sale. Back tax collections usually spike during tax sale years, and our finance department budgets accordingly. Since we have now started working on the new sale, we should see the 'gap' between the current and the prior year dwindle, unless our back tax collections are outpaced by prior years' assessment reductions and tax credits. Compared with last fiscal year, we are slightly ahead (.26%) relative to current taxes, and slightly behind (-1.38%) in sewer use collections.

We worked throughout the fall on delinquent billing and various collection enforcement measures. We have continued working with our state marshals on delinquent business personal property accounts, and issued a number of new warrants this fall. Our delinquent tax collector has been working on UCC (Uniform Commercial Code) liens for delinquent businesses, and since September 2015 has filed more than 900 of these liens with the office of the Secretary of the State of Connecticut. We have implemented a wage garnishment for city and board of education employees who owe back taxes. We are also working with the Department of Health to ensure that entities owing back business personal property taxes are not allowed to renew their health permits until their back taxes are paid. Norwalk health permits renew in January.

With regard to the July 2016 tax sale, we sent about 130 preliminary letters to owners of properties that already meet the criteria for inclusion. This mailing is a courtesy mailing that is not required by state law. Its purpose is to alert those involved that they meet the tax sale criteria, and to give them extra time to arrange for financing or otherwise attempt to address the delinquency. The 'official' sale process will begin next month, after our collection period is over. At that time, we will finalize the criteria based on our collections to date. Since those letters were mailed prior to Thanksgiving, to date, we have already collected more than \$336,428 on those properties.

Our second installment collection period is in progress. The last day on which to pay is Monday, February 1, 2016. We ran our billing files prior to Thanksgiving weekend, and bills were mailed around December 10, giving taxpayers about seven weeks to pay. Taxpayers may pay by mail; in person at City Hall or in person at one of 11 local bank branches; over the telephone; or on line. Taxpayers may write an E-Check, or pay by credit, debit or ATM card. Our website has tax bill information as well as tax payment history information available on line at any time. Our office is open Monday through Friday from 8:30 am to 4:30 pm.

As we first reported in June 2015, the Connecticut Department of Motor Vehicles converted to a new computer system that changes how the DMV identifies taxpayers and vehicles, and how municipalities report tax delinquencies and compliance. The transition has not gone well. Municipalities are one of about 40 + "agencies" that interact with the DMV. Other agencies, such as local and state police, vehicle dealers, leasing companies, and insurance companies have also been having problems. A more detailed listing of those problems was included in my November 2015 narrative. Senior members of our staff continue to spend a great deal of time online and on the telephone "troubleshooting" with DMV and our software provider. We will update everybody on this in the coming months.

TAX COLLECTOR'S REPORT
DECEMBER 31, 2015

FISCAL YEAR 2015-2016
(2014 GRAND LIST)

ORIGINAL LEVY	ADJ. TAX COLLECTIONS JUN 14 - DEC 15	COLLECTION %	CORRECTED LEVY*	COLLECTION %
AUTOMOBILE-REGULAR \$17,433,300.64	\$15,388,190.74	88.27%	\$17,189,868.91	89.52%
AUTOMOBILE-SUPPLEMENTAL \$2,846,741.63	\$718,635.67	25.17%	\$2,841,093.41	25.22%
PERSONAL PROPERTY \$18,492,367.14	\$11,060,431.99	59.81%	\$18,495,959.62	59.80%
REAL ESTATE \$261,229,545.62	\$155,827,280.17	59.65%	\$260,976,406.97	59.71%
TOTAL TAX \$300,001,865.03	\$182,992,638.57	61.00%	\$299,503,116.91	61.10%
SEWER USE \$14,680,068.00	\$8,575,218.68	58.49%	\$14,636,898.00	58.59%
IPP FEE \$188,750.00	\$185,301.36	97.66%	\$218,500.00	85.59%

FISCAL YEAR 2014-2015
(2013 GRAND LIST)

ORIGINAL LEVY	ADJ. TAX COLLECTIONS JUN 13 - DEC 14	COLLECTION %	CORRECTED LEVY*	COLLECTION %
AUTOMOBILE-REGULAR \$18,708,950.43	\$14,577,510.74	87.25%	\$18,434,503.82	88.70%
AUTOMOBILE-SUPPLEMENTAL \$2,704,431.83	\$335,111.78	12.39%	\$2,710,962.27	12.36%
PERSONAL PROPERTY \$17,794,935.62	\$10,198,079.24	57.31%	\$17,720,768.18	57.55%
REAL ESTATE \$257,672,948.38	\$153,997,547.83	59.76%	\$257,516,939.42	59.80%
TOTAL TAX \$294,879,266.46	\$179,108,249.57	60.74%	\$294,383,173.47	60.84%
SEWER USE \$13,851,424.00	\$8,254,276.53	59.59%	\$13,764,982.00	59.97%
IPP FEE \$191,250.00	\$183,167.45	95.78%	\$225,250.00	81.33%

TAX DIFFERENCE 2014 G.L. vs. 2013 G.L.
INCREASE/(DECREASE)

\$5,122,688.57	\$3,884,289.00	0.26%	\$5,119,945.44	0.26%
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SEWER DIFFERENCE 2014 G.L. vs. 2013 G.L.
INCREASE/(DECREASE)

\$808,644.00	\$320,940.15	-1.10%	\$871,914.00	-1.38%
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IPP DIFFERENCE 2014 G.L. vs. 2013 G.L.
INCREASE/(DECREASE)

(\$1,500.00)	\$2,113.93	1.87%	(\$8,750.00)	4.28%
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BACK TAXES COLLECTED

FISCAL YR 2015-2016 (JUL 15 - DEC 15)	FISCAL YR 2014-2015 (JUL 14 - DEC 14)	CUR YR vs. PRIOR YR INC/DEC
PRIOR TAXES \$1,238,876.73	\$2,228,289.84	(\$989,591.11)
PRIOR SEWER USE FEE \$97,014.42	\$113,584.90	(\$18,570.48)
PRIOR IPP FEE \$5,066.28	\$4,337.23	\$729.05
TOTAL PRIOR TAX, SEWER & IPP \$1,340,789.44	\$2,347,191.97	(\$1,006,432.63)
CURRENT INTEREST \$277,878.12	\$274,564.73	\$3,413.39
PRIOR INTEREST \$431,338.51	\$559,969.79	(\$128,631.28)
SEWER USE FEE INTEREST \$37,898.44	\$38,018.86	(\$1,119.42)
IPP FEE INTEREST \$2,711.24	\$2,330.64	\$380.60
TOTAL INTEREST COLLECTED \$749,927.31	\$876,884.02	(\$125,956.71)
PRIOR LIEN FEE \$7,582.95	\$10,584.00	(\$3,021.05)
CURRENT LIEN FEE \$0.00	\$0.00	\$0.00
TOTAL LIEN FEE COLLECTED \$7,582.95	\$10,584.00	(\$3,021.05)
MISC FEES COLLECTED** \$29,151.26	\$140,218.50	(\$111,067.24)
TOTAL PRIOR TAX, ALL INTEREST & ALL FEES \$2,127,400.96	\$3,373,878.49	(\$1,246,477.53)

* CORRECTED LEVY INCLUDING CERTIFICATES OF CORRECTION

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




DEPARTMENT OF FINANCE
OFFICE OF THE DIRECTOR

MEMORANDUM

Date: December 28, 2015

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

From: Robert Barron, Director of Finance 

Re: Special Capital Appropriation

Attached is a special capital appropriation request from Alan Lo, the city's Building and Facilities Manager, regarding the Norwalk Early Childhood Center at Roosevelt School.

As is the city's customary practice, when the appropriation for this project was first approved in the city's capital budget, we only included the "local" share of the project costs, or the amount that we expect to finance through the issuance of city bonds. We typically wait to appropriate the portion of the project which will be financed through state grants until such a time that we can reasonably project the amount of that reimbursement. Because certain project expenses are eligible for reimbursement and others are not, it is best to wait until the specific project scope has been defined before we seek authorization for the appropriation of the state share of the project.

We are now at the point where a reasonable estimate of the state share can be determined, and are requesting that a special appropriation in the amount of \$756,068 be approved for the Norwalk Early Childhood Center development project.

This appropriation will be financed from the anticipated receipt of state reimbursements. Because the state pays these reimbursements after the expense has been incurred, the city's overall cash balance in the Capital Projects Fund will be used to temporarily meet the project's cash flow requirements.

Cc: Harry Rilling, Mayor
Dr. Steven Adamowski, Superintendent of Schools
Thomas Hamilton, Chief Financial Officer
Alan Lo, Building and Facilities Manager

Attch.

NORWALK

NORWALK MOVE!


OFFICE OF THE MAYOR

HARRY W. RILLING

MEMORANDUM

Date: December 28, 2015

To: The Members of the Board of Estimate and Taxation
The Members of the Planning Commission
The Members of the Common Council

From: Harry Rilling, Mayor 

Re: Special Capital Appropriation

Attached is a special capital appropriation request from the Building and Facilities Manager for the Norwalk Early Childhood Center Development Project in the amount of \$756,068.

The purpose of this special appropriation is to formally appropriate the State share of funds for this school improvement project. This project will be put out to bid once it is approved by the State and have the project completed by August 2016. The project scope includes the environmental remediation and renovation of Six (6) classrooms.

As indicated in the Finance Director's statement, this appropriation will be financed from anticipated State reimbursement.

Cc: Dr. Steven Adamowski, Superintendent of Schools
Thomas Hamilton, Chief Financial Officer
Alan Lo, Building and Facilities Manager

Attch.



DEPARTMENT OF PUBLIC WORKS

TO : BOB BARRON, FINANCE DIRECTOR

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

RE : **NORWALK EARLY CHILDHOOD CENTER (NECC)-
SPECIAL CAPITAL BUDGET APPROPRIATION FOR
STATE REIMBURSEMENT**

DATE: DECEMBER 1, 2015

The City of Norwalk, in conjunction with Norwalk Public Schools, is proceeding with the implementation of the Norwalk Early Childhood Center (NECC) development project at Roosevelt Center. At the present time, Roosevelt Center is occupied by Norwalk Senior Center and Norwalk Recreation and Parks Department for its recreation programs. NECC will be occupying the spaces previously occupied by Tumble Bugs Childcare Center.

Norwalk Public Schools currently operates a 50/50 Pre-K program which is comprised of eight classrooms housed in five of our elementary schools. This model is a half day program of instruction and support services for students with "special needs" as required under the IDEA federal Special Education law, and provides an inclusive environment with "typical" peers who are tuition paid. A centralized facility will provide consistency of program and the consolidation of services resulting in a better use of resources with an ultimate goal of providing a PK-12 education for special needs students within the Norwalk Public Schools in the least restrictive environment. In addition, the relocation of the existing Pre-K program from existing elementary schools will recapture valuable space in meeting elementary student enrollment and program needs.

The proposed six renovated classrooms will have a maximum capacity of 18 students per classroom. It is anticipated that these six classrooms will have the capacity to accommodate students from eight existing classrooms in the school system as these classrooms are not fully occupied.

The scope for the proposed 6 classrooms renovation project consists of the following:

- Classrooms will be remediated of environmental hazardous materials. New floors, ceiling and lighting will be installed. Existing millwork will be removed. Each classroom will have direct access to toilet facilities and each classroom will have its own double sinks. Classrooms will be painted.
- Hallways will be remediated and new floor tiles, ceiling tiles and light fixtures will be installed. Walls will be painted.
- Other Facilities shall include main office, conference room, ADA compliance adult bathrooms, 8 Therapy Rooms and nurse's office. The existing gym will serve as active play area and available for multipurpose functions as well as the location for sensory gym equipment.
- Building Exterior improvement shall include replacement of deteriorated wood façade and door/frame. A modest entrance lobby will be created in the area of the existing canopy. A handicap ramp will be constructed for ADA accessibility.

In terms of project budget, the following is a summary of approved funds from the following City accounts together with the "Projected" State reimbursement for eligible improvements:

#09155010 5777 C0555	- approved previous unexpended funds	\$ 771,000
#09155010 5777 C0555	- approved special appropriation	\$ 880,000
#09045010 5777 B0291	- balance in unassigned school construction funds	\$ 316,777
#030000-2633	- Roosevelt Center Reserves for Replacement account	\$ 164,564
#09155010 5777 C0537	- NPS security improvement account	\$ 103,848
	<hr/>	
	Total available local funding	\$2,236,189
Projected State reimbursement		\$ 756,068
	<hr/>	
	Total project budget	\$2,992,257

The current construction budget includes soft and hard costs as well as FF&E and security enhancement. Upon receipt of the bids, we will assess the ability to include IT Equipment and sensory gym equipment as part of the current budget or identify other source of funding as may be required.

The projected State reimbursement is 32.86% for eligible improvements. We are projecting that the reimbursable amount to be approximately \$756,068. The actual amount of reimbursement will NOT be determined until final audit which will happen about 2 years after the completion of the project.

In terms of schedule, immediately after approval by the State in early December, 2015 to go for bids, AP Construction, our Construction Manager, will assist the City's Purchasing Department to advertise for bids with bid opening scheduled for early January 2016. We intend to expedite the bid approval process and submit a bid recommendation to the Common Council for approval in late January 2016. Our goal is to proceed with hazardous material remediation and interior demolition in February 2016. Every effort will be made to complete the project by mid August 2016.

In moving forward, a **Special Capital Appropriation in the amount of \$756,068** is required at this time as "bridge funds" to cover the State reimbursement share in order for the City to execute necessary contracts.

Thank you for your consideration of this matter.

Cc: Mayor Rilling
Councilman Tom Livingston, Chairman, LU&BM Committee
Tom Hamilton, Finance Director, NPS



DEPARTMENT OF PUBLIC WORKS

TO : MEMBERS OF LAND USE AND BUILDING MANAGEMENT COMMITTEE
MEMBERS OF NORWALK FACILITIES CONSTRUCTION COMMISSION

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

RE : NORWALK EARLY CHILDHOOD CENTER (NECC)-
APPROVAL OF CONTRACT AMOUNT

DATE: JANUARY 15, 2016 *(amended in Italic Jan 20, 2016)*

The City of Norwalk, in conjunction with Norwalk Public Schools, is proceeding with the implementation of the Norwalk Early Childhood Center (NECC) development project at Roosevelt Center. At the present time, Roosevelt Center is occupied by Norwalk Senior Center and Norwalk Recreation and Parks Department for its recreation programs. NECC will be occupying the spaces previously occupied by Tumble Bugs Childcare Center.

Norwalk Public Schools currently operates a 50/50 Pre-K program which is comprised of eight classrooms housed in five of our elementary schools. This model is a half day program of instruction and support services for students with "special needs" as required under the IDEA federal Special Education law, and provides an inclusive environment with "typical" peers who are tuition paid. A centralized facility will provide consistency of program and the consolidation of services resulting in a better use of resources with an ultimate goal of providing a PK-12 education for special needs students within the Norwalk Public Schools in the least restrictive environment. Equally important, the relocation of the existing Pre-K program from existing elementary schools will recapture valuable spaces in meeting elementary student enrollment and program needs for the 2016 fall semester.

The proposed six renovated classrooms will have a maximum capacity of 18 students per classroom. It is anticipated that these six classrooms will have the

capacity to accommodate students from eight existing classrooms in the school system as these classrooms are not fully occupied.

The scope for the proposed 6 classrooms renovation project consists of the following:

Classrooms will be remediated of environmental hazardous materials. New floors, ceiling and lighting will be installed. Existing millwork will be removed. Each classroom will have direct access to toilet facilities and each classroom will have its own double sinks. Classrooms will be painted.

Hallways will be remediated and new floor tiles, ceiling tiles and light fixtures will be installed. Walls will be painted.

Other Facilities shall include main office, conference room, ADA compliance adult bathrooms, 8 Therapy Rooms and nurse's office. The existing gym will serve as active play area and available for multipurpose functions as well as the location for sensory gym equipment.

Building Exterior improvement shall include replacement of deteriorated wood façade and door/frame. A modest entrance lobby will be created in the area of the existing canopy. A handicap ramp will be constructed for ADA accessibility.

In terms of project budget, the following is a summary of approved funds from the following City accounts together with City's interim funding to cover "Projected" State reimbursement for eligible improvements:

#09155010 5777 C0555	- approved previous unexpended funds	\$ 771,000
#09155010 5777 C0555	- approved special appropriation	\$ 880,000
#09045010 5777 B0291	- balance in unassigned school construction funds	\$ 316,777
#030000-2633	- Roosevelt Center Reserves for Replacement account	\$ 164,564
#09155010 5777 C0537	- NPS security improvement account	\$ 103,848
#09165010 5799C0555	- Special Appropriation to cover Estimated State Reimbursement share (Approval in progress)	\$ 756,068

Total project budget		\$2,992,257

The current construction budget includes soft and hard construction costs as well as FF&E and security enhancement. IT Equipment, sensory gym equipment and new playground are currently NOT included in this budget. I am in continued conversation with Norwalk Public School staff to identify other source of funding for these items.

The projected State reimbursement is based on 32.86% of eligible improvements. We are projecting that the reimbursable amount to be approximately \$756,068. The actual amount of reimbursement will NOT be determined until final audit which will happen about 2 years after the completion of the project.

In the fall of 2014, the City issued a Request for Proposals (RFP) for construction management services for this project. The Common Council awarded the contract to AP Construction, a Construction Management (CM) firm located in Stamford. At the time, AP Construction successfully completed the Naramake School Improvement Project and they were engaged in the construction phase of Rowayton School Improvement Project. Construction managers provide professional services to the City as an owner representative and construction administrator. Their scope of services includes preconstruction services, preparation of bid packages, administration of the bidding process and execution/management of contracts with trade contractors.

This project was approved by the State in early December 2015 to go out for bids. Immediately thereafter, we completed the bid package and advertised the project. This morning, the City/AP Construction received bids and attached is the summary of the bids and our tentative Guaranteed Maximum Price (GMP). Since we just received the bids this morning, I will be working with AP Construction in the next couple of days to refine the cost breakdown and I will provide an updated GMP at our Special Meeting on January 20, 2016.

In terms of schedule, AP Construction will start demolition and hazardous material remediation in February immediately after an Amendment to AP Construction's contract is executed. AP Construction is projecting the work will take about 7 months and therefore, we have a great challenge in front of us to complete this project by mid August 2016.

ACTION REQUESTED:

- a. Authorize the Mayor, Harry W. Rilling, to execute an Amendment to A.P. Construction Company's contract as the Construction Manager (CM) for the Norwalk Early Childhood Center project at 11 Allen Road. Terms of the agreement shall include the following:**

Total Trade Contractors' Costs	\$ 1,646,847
CM Fees (3% of total trade costs)	\$ 59,749

CM Contingency (3% of total trade costs)	\$ 78,877
CM General Conditions Fees	\$ 336,599
Additional Bond and Insurance Costs (over \$1.2)	\$ 16,825
General Trades	\$ 72,639

Guaranteed Maximum Price (GMP)	\$ 2,211,536

**Acct. #09155010 5777 C0555, #09045010 5777 B0291, #030000-2633,
#09155010 5777 C0537 and #09165010 5799C0555**

- b. Authorize the NFCC to issue change orders on Contract for a total not to exceed \$103,630.*

NECC

NECC PROJECT GMP

1/15/2016

GMP

CONSTRUCTION BUDGET		1/15/2016		
BID RESULTS		\$1,646,847		
ESTIMATING/DESIGN CONTINGENCY 2.5% (\$38,477)		\$0		
ESCALATION (\$144,507)		\$0		
SECURITY BUDGET (\$103,848)		\$0		
GENERAL TRADES		\$72,639		
CM CONSTRUCTION CONTINGENCY 3%		\$78,877		
CM GENERAL CONDITIONS		\$336,599		
CM FEE 3%		\$59,749		
INSURANCE ADDITIONAL (OVER \$1.2M) 1.1%		\$8,613		
ADDITIONAL BOND (OVER \$1.2,) .095%		\$8,212		
TOTAL CONSTRUCTION BUDGET		\$2,211,536		
CITY OF NORWALK "SOFT" COSTS				
OWNER CONTINGENCY 5%		\$103,630		
ARCHITECT FEE & REIMBURSABLES & AMMENDMENT #2		\$156,880		
ENVIRONMENTAL DESIGN FEES		\$3,110		
ENVIRONMENTAL MONITORING		\$10,000		
PERMIT FEE (assume 1.6%)		\$33,162		
SITE SURVEY		\$0		
SPECIAL INSPECTIONS/TESTING		\$0		
FF&E		\$161,152		
AS-BUILT SURVEY		\$1,000		
INSURANCE - BUILDERS RISK		\$0		
PRE-OCCUPANCY CLEANING		\$3,000		
PRINTING OF BID PACKAGES (ALLOWANCE)		\$2,000		
PRECONSTRUCTION FEE		\$3,000		
CITY -MUNICIPAL AREA NETWORK TO ROOSEVELT CENTER		\$50,000		
ADVERTISING		\$2,643		
TOTAL SOFT COSTS		\$529,577		
TOTAL PROJECT BUDGET		\$2,741,113		

1/15/2016

NECC

Bid Trade Package Results total bid day

Trade Package	Budget	Low Bid
2.01 Haz-Mat / Demolition	\$224,035	\$194,500
2.02 site & concrete	\$74,663	\$68,707
8.01 Alum. Storefront, windows	\$72,420	\$140,465
9.01 General Trades	\$303,391	\$411,281
9.02 ceramic & flooring	\$98,175	\$107,200
9.03 Paint	\$53,875	\$37,970
22.01 plumbing	\$155,985	\$160,000
23.01 HVAC	\$179,890	\$177,724
26.01 electrical	\$303,997	\$349,000
Total	\$1,466,431	\$1,646,847
security budget	\$103,848	
escalation	\$144,507	
estimating contingency	\$38,477	
Total	\$1,753,263	\$1,646,847