

**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): May 10, 2016**

**Special Meeting: May 02, 2016**

**III. PUBLIC PARTICIPATION**

**IV. MAYOR**

**A. RESIGNATIONS AND APPOINTMENTS**

**RESIGNATIONS:**

**APPOINTMENTS:**

**REAPPOINTMENTS:**

**MAYOR'S REMARKS:**

**V. COUNCIL PRESIDENT**

**A. GENERAL COUNCIL BUSINESS:**

1. Approve the report of the Charter Revision Commission

**B. CONSENT CALENDAR**

**VI. REPORTS: DEPARTMENTS, BOARD AND COMMISSIONS**

**VII. COMMON COUNCIL COMMITTEES**

**A. RECREATION, PARKS & CULTURAL AFFAIRS COMMITTEE**

1. Authorize the Mayor, Harry W. Rilling to enter into an agreement with the Norwalk Seaport Association for the use of Veterans Park for the 2016 Oyster Festival to be held Saturday, September 10, 2016 from 11:00 AM – 8:00 PM and Sunday, September 11, 2016 from 11:00 AM – 8:00 PM. Set-up to take place Sunday, August 28, 2016 with tear down no later than Noon on Wednesday, September 28, 2016.

**Prices**

General Demission	\$12.00
Children 5-12	\$ 5.00
Children under 5	Free
Advance Tickets Adults	TBD

Estimated attendance 20,000

2. Authorize the Mayor, Harry W. Rilling to enter into an agreement with Stew Leonard's for the use of the Andrews Field Parking Lot for their employee vehicles during the busy store dates listed below:

**2016**

July 1, 2, 3,  
November 22, 23  
December 3, 4, 10, 11, 22, 23, 24

**2017**

April 14, 15  
May 13, 14, 27, 28, 29

3. Authorize the Mayor, Harry W. Rilling to enter into an agreement with Geese Relief LLC for project #3688 Canada Geese Control/Management Calf Pasture Beach, Veterans Park for a three year term with the option of 2 (1) year terms for a sum not to exceed \$31,200. Account #016031-5585 General Park Improvement Operating Budget.

**B. FINANCE COMMITTEE**

1. Accept and Approve the Report of the Claims Committee Dated: May 3, 2016.
2. For informational purposes only: Narrative on Tax Collections dated April 14, 2016.
3. For informational purposes only: Monthly Tax Collector's Report Dated: March 31, 2015.
4. Approve FY 2016-17 Parking Authority Budget.
5. Approve FY2016-17 WPCA Budget.
6. Closeout the following capital project, Health Department Security System Replacement with an available balance of \$6,400 (Account: 09152012-5777-C0552).

7. Resolution: Approve a special capital appropriation in the amount of \$6,400 to fund HVAC repairs at the Health Department building (Account: 09162012-5777-C0453).
8. Resolution making appropriations for various public improvements aggregating \$29,034,000 for the 2016-2017 capital budget and authorizing the issuance of \$23,902,000 general obligation bonds of the city to meet certain appropriations in the 2016-2017 capital budget.
9. Resolution with respect to the authorization, issuance and sale of up to \$47,500,000 city of Norwalk general obligation refunding bonds effective until December 31, 2016.

**VIII. RESOLUTIONS FROM COMMON COUNCIL**

**IX. MOTIONS POSTPONED TO A SPECIFIC DATE**

**X. SUSPENSION OF RULES**

**XI. ADJOURNMENT**

**COMMON COUNCIL                      MINUTES                      MAY 2, 2016**  
**NORWALK, CONNECTICUT 6:45 P.M. EST. COMMUNITY ROOM**

**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**

**CALL TO ORDER.**

Mayor Rilling called the meeting to order at 6:48 p.m.

**ROLL CALL.**

Ms. Dixon called the roll.

<b>Council at Large:</b>	Mr. Richard Bonenfant	Mr. Nick Sacchinelli
	Mr. Bruce Kimmel, Council President	
<b>District A:</b>	Ms. Eloisa Melendez	
<b>District B:</b>	Ms. Phaedrel Bowman	Mr. Travis Simms
<b>District C:</b>	Mr. John Kydes	
<b>District D:</b>	Mr. Michael DePalma	
<b>District E:</b>	Mr. Thomas Livingston	Mr. John Igneri

A quorum was present. Ten members present. Absent: Shannon O'Toole-Giandurco, Michael Corsello, Douglas Hempstead, Michelle Maggio and Steven Serasis.

Also present were Mayor Harry Rilling and Irene Dixon, Assistant City Clerk.

**ACCEPTANCE OF THE MINUTES.**

There were no minutes to consider at this time.

**PUBLIC PARTICIPATION.**

There was no one present who wished to address the Council at this time.

**MAYOR.**

Mayor Rilling said that he had no remarks to make at this time.

**COUNCIL PRESIDENT.**

Council President Kimmel said that he had no remarks at this time.

**REPORTS: DEPARTMENTS, BOARDS AND COMMISSIONS:**

There were no reports to consider at this time.

**COMMON COUNCIL COMMITTEES:**

**A. Recreation, Parks and Cultural Affairs Committee:**

**1. Rescind the April 26th authorization for the Mayor, Harry W. Rilling to enter into an agreement with the Norwalk High Marching Bears, Inc. for the use of Andrews Field for a Fundraiser Carnival to be held Wednesday, May 11, 2016 from 6:00 P.M. – 10:00 P.M., Thursday, May 12, 2016 from 6:00 P.M. – 10:00 P.M., and Friday May 13, 2016 from 3:00 P.M. – 10:00 P.M. Set up to take place Noon on Monday, May 9, 2016 with tear down no later than Noon on Sunday, May 15, 2016. Estimated attendance 500+.**

**2. Authorize the Mayor, Harry W. Rilling to enter into an agreement with the Norwalk High Marching Bears, Inc. for the use of Andrews Field for a Fundraiser Carnival to be held from 6:00 P.M. – 10:00 P.M. for both Thursday, May 12, 2016 and Friday May 13, 2016; and from 3:00 P.M. – 10:00 P.M. on Saturday, May 14, 2016. Set up to take place Noon on Monday, May 8, 2016 with tear down no later than Noon on Sunday, May 15, 2016. Estimated attendance 500+.**

**\*\* COUNCIL PRESIDENT KIMMEL MOVED TO APPROVE BOTH ITEMS.  
\*\* THE MOTION PASSED UNANIMOUSLY.**

**RESOLUTIONS FROM COMMON COUNCIL.**

There were no resolutions to consider from the Council floor at this time.

**MOTIONS POSTPONED TO A SPECIFIC DATE**

There were no postponed motions from the Council floor at this time.

**SUSPENSION OF RULES**

There were no suspensions of the rules from the Council floor at this time.

**ADJOURNMENT**

**\*\* MS. BOWMAN MOVED TO ADJOURN.  
\*\* THE MOTION PASSED UNANIMOUSLY.**

The meeting adjourned at 6:53 p.m.

Respectfully submitted

S. L. Soltes  
Telesco Secretarial Services

City of Norwalk  
Common Council  
Regular Meeting  
May 2, 2016

**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.**

CALL TO ORDER

Mayor Rilling called the meeting to order at 7:45 p.m. and led the assembly with the pledge of allegiance.

City Clerk King read the notice that this meeting is being video taped and audio recorded for public broadcast, and assisted listening devices are available.

I. ROLL CALL

City Clerk King called the roll. The following Council Members were present:

Council at Large:	Mr. Richard Bonenfant	
	Mr. Michael Corsello	Mr. Nick Sacchinelli
	Mr. Bruce Kimmel, Council President	
District A:	Ms. Eloisa Melendez	Mr. Steve Serasis
District B:	Ms. Faye Bowman	
District C:	Mr. John Kydes	Ms. Michelle Maggio
District D:		Michael DePalma
District E:	Mr. Thomas Livingston	Mr. John Igneri

Mayor Harry Rilling; Attorney Mario Coppola, Corporation Counsel; Donna King, City Clerk; 12 present. Absent: Doug Hempstead, Shannon O'Toole-Giandurco, Travis Simms

II. ACCEPTANCE OF MINUTES - Regular Meeting - April 26, 2106

**\*\* MR. IGNERI MOVED TO APPROVE THE MINUTES FROM THE MEETING OF APRIL 26, 2016 AS SUBMITTED.**

**\*\* THE MOTION PASSED WITH ELEVEN VOTES IN FAVOR, NONE OPPOSED AND ONE ABSTENTION (CORSELLO).**

PUBLIC PARTICIPATION - None

Mayor Rilling asked if there was anyone who wished to speak and hearing none, closed the public participation portion of the meeting at 7:40 p.m.

MAYOR:

RESIGNATIONS/APPOINTMENTS/REAPPOINTMENTS: None

MAYOR'S REMARKS

Mayor Rilling noted the following upcoming events:

May 11: Walk Bridge Info Sessions 4:30-6:30 & 7:00-9:00 p.m. City Hall Community Room

May 13: International Human Relations day at Side by Side School

May 13: Young Astronauts Space Shuttle Launch Simulation at Columbus School 10:00 a.m.

May 14: Seminar on Fraud & Scams along with Direct Solar Energy w/LED light bulb

May 14: Norwalk High School - Clean-up of school grounds- Parents/Students Volunteers

May 22: Shea McGrath Memorial -Calf Pasture Beach/2pm City Hall Honor Wall Dedication

Mayor Rilling congratulated Shannon O'Toole Giandurco and her husband Joseph on the birth of their first child, Emily Rose, and welcomed them into the Council family.

COUNCIL PRESIDENT

Mr. Kimmel reported that two public hearings were held and a workshop earlier tonight was conducted on the City Charter Revision. The Common Council will begin evaluation and deliberations on May 24.

CONSENT CALENDAR

Mr. Kimmel asked Ms. Melendez to present the consent calendar and noted that the next meeting consent calendar would be read by Mr. Sacchinelli.

Ms. Melendez noted that there were two items on the agenda in error as they were approved last month.

**\*\* MS. MELENDEZ MOVED TO AMEND THE AGENDA TO REMOVE THE ORDINANCE COMMITTEE ITEMS 7C1 AND 7C2.**

**\*\* MOTION PASSED UNANIMOUSLY.**

**\*\* MR. KIMMEL MOVED THE CONSENT CALENDAR AS PRESENTED FOLLOWS:**

**VII. C1a, C1b, C2a, C2b, B2, B3, D1.**

**\*\* MOTION TO APPROVE THE CONSENT CALENDAR PASSED UNANIMOUSLY.**

**Consent Calendar items:**

*Items on the Consent Calendar are in bold as follows:*

**VII. COMMON COUNCIL COMMITTEES**

**C. LAND USE AND BUILDING MANAGEMENT COMMITTEE**

**1a. Authorize the Purchasing Agent to issue a Purchase Order to Insalco Corporation for the purchase classroom furniture for Norwalk Early Childhood Center based on State Contract pricing. Cost shall be or total not to exceed \$125,285.91. Acct. #09155010 5777 C0555 & #09165010 5799 C0555.**

**1b. Authorize the Purchasing Agent to issue increases to the Purchase Order for a total not to exceed \$2,500.**

**2a. Authorize the Purchasing Agent to issue a Purchase Order to ePlus for the purchase of IT Network Equipment for Norwalk Early Childhood Center based on State Contract pricing. Cost shall be for a total not to exceed \$53,337.43. Accounts #09175010 5777 C01 12 & #09165010 5799 C0555**

**2b. Authorize the Purchasing Agent to issue increases to the Purchase Order for a total not to exceed \$2,500.**

**B. PLANNING COMMITTEE**

**2. Approve the CDBG Citizen Participation Plan.**

**3. Approve the applications listed in the attached memo for referral to the State for inclusion in the 2016 NAA tax credit program.**

**D. PUBLIC WORKS COMMITTEE**

**1. Authorize the Purchasing Agent to issue a purchase order to VSI Sales LLC for the purchase of replacement 45' Mast Arm for a sum not to exceed \$16,726.00. Account No.: 16 13 43 54 14**

The following agenda items were deliberated on the Council floor:

**VII. COMMON COUNCIL COMMITTEES**

**B. Planning Committee:**



Mr. Bonenfant stated that he would recuse himself from Item B1 due to a conflict--as one of the companies on the list is a business client of his.

**\*Mr. Bonenfant left the chambers at 7:55 p.m. and returned following the vote on the item.**

B. Planning Committee

1. Authorize the Mayor to execute any and all documents associated with the submission of the PY42 AAP to HUD by May 15, 2016 and all documents consistent with the approved 2015-2019 Consolidated Plan and PY42 Annual Action Plan.

**\*\* MR. KYDES MOVED THE ITEM FOR APPROVAL.**

There were no questions or comments from the Council.

**\*\* MOTION TO APPROVE PASSED UNANIMOUSLY.**

4a. Approve the Norwalk Redevelopment Agency as the borrower of the Section 108 loan funds for the purpose of the Globe Theater Redevelopment Project.

4b. Approve the attached 2013, 2014 and 2015 certified financial statements of the Norwalk Redevelopment Agency as evidence of the NRA's financial capacity to repay the Section 108 loan and as additional security for the guaranteed loan as required by HUD,

4c. Approve as to form, the attached Common Council Consent Resolution to be approved by the Common Council prior to the Redevelopment Agency closing on a loan with the Wall Street Theater Company Inc. which will not be unreasonably withheld.

Mr. Serasis stated that he would recuse himself from Items B4a. B4b. B4c. due to a conflict, as he will be presenting a business proposal on the item.

**\*Mr. Serasis left the chambers at 7:56 p.m. and returned at 8:05 p.m. following the vote on the item.**

Mr. Kydes read the item and noted that there was a correction to the supporting documentation and noted the wording 'has reviewed' should read 'approved.'

**\*\* MR. KYDES MOVED TO AMEND THE SUPPORTING DOCUMENTAION ON THE ITEM AS NOTED.**

**\*\* MOTION PASSED UNANIMOUSLY.**

Mr. Sheehan from the Redevelopment Agency came forward to field questions from the Council.

Mr. Bonenfant asked about the City's liability for the loan of \$1,666,000. Mr. Sheehan explained the structure of the pledge of future Block grants as security and that there was a section that outlined the agency's ability to repay the note of \$90,000 over a 20-year term.

Planning Committee – continued

Mr. Bonenfant asked if this is looked upon unfavorably to re-pay a loan that the owner defaulted on, and asked about where the money if the Agency would have to repay this. Mr. Sheehan replied that it is part of liquid assets provided on the documents as the agency's ability to repay.

Mr. Sheehan explained that it is highly unlikely and the structure is where the block grant is the final resource in the list of guarantors. He further explained that since the 1970's the City has received Block grants every year. He added that the funding source is investor market and the guarantee of paying the Block grant as future insurance to investors.

Mr. Kimmel asked how many years this has been an item for discussion, and. Mr. Sheehan responded at least seven years. Mr. Kimmel shared his experience over the years with discussions over jeopardizing Block grants and added that in this case there is no transfer of funds until a certificate of occupancy is issued. He further explained that they did not want to risk the construction financing and the business plan formulation is a minimal risk. He added that this is a much better scenario and we are in a better position than the past on this convoluted issue.

Ms. Bowman asked about the City's position of liability and risk of losing grants. Mr. Sheehan explained that the city is not in a default position, it is the Redevelopment Agency.

**\*\* MOTION TO APPROVE THE ITEM AS AMENDED PASSED UNANIMOUSLY.**

MOTIONS POSTPONED TO A SPECIFIC DATE – none

IX. SUSPENSION OF RULES – none

VIII. RESOLUTIONS FROM COMMON COUNCIL – none

IX. MOTIONS POSTPONED TO A SPECIFIC DATE - none

X. SUSPENSION OF RULES – none

XI. ADJOURNMENT

**\*\* MS. MAGGIO MOVED TO ADJOURN.**

**\*\* MOTION PASSED UNANIMOUSLY.**

The meeting was adjourned at 8:07 p.m.

Respectfully submitted,  
M. Knox;  
Telesco Secretarial Services

ATTEST

\_\_\_\_\_  
Donna King, City Clerk      Date:

V.A.1



**REPORT OF THE CHARTER REVISION COMMISSION TO THE  
COMMON COUNCIL OF THE CITY OF NORWALK  
APRIL 5, 2016**

**I, Introduction**

The Common Council, at its January 12, 2016 meeting, empaneled this Charter Revision Commission, pursuant to the procedure set out in Connecticut General Statutes Section 7-187, et seq., to consider specific changes in regard to the Charter of the City of Norwalk, adopted by Special Act of the Legislature in 1913, and revised and amended from time to time since then. Specifically, the Common Council sought recommendations of the Commission in regards to whether charter revisions should be proposed to the voters to:

1. Amend Section 1-166 to provide that the town and city election for the office of Mayor shall occur every four years rather than biennially
2. 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
3. Investigate the possibility of extending the terms of Common Council members, the Town Clerk and other City officials to four years
4. Investigate the possibility of amending Charter Section 1-167 to correspondingly adjust the election of the members of the Board of Education, which are currently on the ballot "at each general municipal election"
5. Amend Charter Section 1-166 to remove all references to Selectman, City Treasurer and Sheriff
6. 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

In carrying out its charge, the Commission held one organizational meeting, two public hearings, and three deliberation (i.e. work) sessions. It received testimony and written submissions from a number of members of the public, as well as from the Board of Education, the Registrars of Voters and other civic and/or political groups. It is notable that at both public hearings, there were speakers who asked that the Commission expand the scope of its consideration and proposals to include other subjects that were not included within the initial set of subjects that the Common Council requested the Charter Revision Commission to consider.

The Commission, due to the short timetable necessitated by the April 5 due date for its report, has (with one exception hereinafter noted) focused on that charge as its first priority, a focus that has not left sufficient opportunity to fully and seriously consider the policies and revisions that would be necessary to address the other matters raised before the Commission. The Commission further recognizes that, while the Commission does have the ability to consider matters beyond its charge, great deference is due to the Common Council that empaneled it on the question of scope, as that Common Council is comprised of the people's representatives, chosen by the electorate through the democratic process. The Commission does, nonetheless, acknowledge the value of the hearing process in bringing forward for further consideration and possible future Charter Revision Commission(s), proposals regarding Norwalk's governmental structure. Accordingly, in an Appendix to this report, the Commission transmits to the Council an overview of the subject matters outside of the Commission's charge that were brought forward at those hearings.

The following report is a summary of the results of the Commission's work, setting out those revisions to the Charter that the Commission is proposing, as well as address those items that were within the Commission's charge concerning which, after due consideration, the Commission proposes no changes.

## **II. Proposed Changes - Text and Discussion**

The Commission proposes four sets of revisions to the Charter. These are addressed as follows, with each being captioned by the language that the Commission suggests as the ballot question language for each proposal that the Common Council chooses to send to the voters for action.

### **A. "Shall the term of Mayor and Town Clerk be changed from 2 to 4 years?"**

The Commission is unanimous in its support of changes to the Charter that would extend the term of the Mayor and Town Clerk from two years to four years (Exhibit 1). In this regard, the Commission proposes certain revisions to the Charter that would preserve the current staggered biennial appointment of

members of the Board of Estimate and Taxation (Exhibit 2), as well as to provide for the filling of a vacancy in the office of Mayor at the next municipal election if that vacancy occurs early enough in the mayoral term (Exhibit 3). The Commission proposes that each of these three revisions be included on the ballot under the quoted ballot question above.

The reasons for adopting a four-year term for Mayor and Town Clerk are several. First, the members of the Commission believe that adoption of a four-year term will promote effective administration in both offices.

The Office of the Town Clerk, while selected as part of the political process, once elected is almost entirely administrative and ministerial in nature. The duties of that Office are both extensive and complex, involving maintaining the town's land records and vital statistics, as well as administering certain state functions such as the issuance of hunting and fishing licenses. The Town Clerk's office also plays an important role in the election process in regard to the issuance of absentee ballots. Given the extent and nature of the Town Clerk's responsibilities, the consensus of the Commission is that a four-year term gives even a new Town Clerk a sufficient period of time to familiarize himself or herself with those responsibilities and provide the voters with a sufficient track record to judge his or her success in that office.

While the office of Mayor is more political than that of the Town Clerk, the administrative duties of the Mayor are a core function of that office as well, and a large portion of the Mayor's time is spent overseeing the provision of basic municipal services. In this respect, the argument in favor of a four-year term is the same as for the Town Clerk, i.e., that a new Mayor has an extensive learning curve, and that a four-year term allows a Mayor sufficient time to learn the ropes of the position before being judged by the electorate on his or her performance in the job.

Beyond the purely administrative functions of the office, the Mayor has an important governmental role that has no equivalent in the Town Clerk -- that role in defining and promoting public policy on a wide range of local issues. This function is carried out in conjunction with the Common Council and other city bodies, and is a function not just of the Mayor's day-to-day involvement with municipal administration, but also and importantly: 1) as a function of the Mayor's appointment powers; and 2) the Mayor's role on city boards and commissions, most notably the Board of Estimate and Taxation, and the Police and Fire Commissions. In this area of public policy, the lengthening of the mayoral term to four years would allow the Mayor to focus on a longer time frame for policy decisions, enabling her or him to play a leadership role in

adopting policies that may require several years before they can be appraised in their full context by the electorate.

As the cost of mayoral election campaigns has increased over the last decades, our city is approaching a point where continued biennial elections contribute to a political culture where the Mayor (and the Mayor's prospective challengers) will need to fund-raise from the very beginning of the two year term in order to meet the financial demands of election or re-election. Shifting to a four-year term opens up a greater space for governing rather than campaigning and fundraising. And in conjunction with the longer-term policy focus discussed above, the four-year term creates greater possibilities for thoughtful and well-planned policy and leadership at the Mayoral level.

While the Commission does recognize the perception that less frequent elections provide fewer opportunities for voters to hold the Mayor accountable, the four-year term puts a Mayor in office for a long enough period to allow voters to fairly judge the entirety of that term at the next election.

The other concern that the Commission considered was the likelihood that in the "mid-term" municipal elections, i.e., the elections in which there is no Mayoral contest, there will be a fall-off in voter turnout. While the Commission recognizes that there will likely be some fall-off in voter turnout when there is no "top of the ticket", the Commission has chosen to recommend no other changes to municipal elected official terms or electoral timetables. It is the Commission's hope that the preservation of the established voting schedule in all other respects will minimize confusion in regard to the electoral process and continue to sustain turnout in the off-year elections, as voters elect their representatives to the Common Council, Board of Education and taxing district offices.

**B. "Shall the offices of City Treasurer, City Sheriff and Selectman be eliminated?"**

At the time of the adoption of the Charter in 1913, the offices of City Treasurer and City Sheriff had specific duties that were necessary to the City at that time. Throughout the years and as the result of various revisions to the Charter, these two offices have lost any real function in Norwalk's government. Likewise, the functions of the three Selectmen, already significantly limited by the original 1913 Charter, no longer exist in any real way.

Under these circumstances, the elimination of these offices should not effect the functioning of municipal government in any significant manner. Elimination would bring a small cost savings (each of these three offices carries a very small

salary under current Charter provisions), but perhaps more importantly, would allow the shortening of the municipal ballot to the point where at some elections municipal ballots may be printed on one side.<sup>1</sup>

The proposal involves revising Charter Section 1-166 (Exhibit 1) to eliminate the offices in question, as well as deleting or revising specific Charter sections to delete both the salaries and the language regarding official functions of these positions, language that as noted above has been rendered superfluous by prior revisions to the Charter. (Exhibits 5 and 6)

**C. Shall the annual salary of each Common Council member be set at two percent (2%) of the base salary of the Mayor?**

Section 1-225 of the Charter provides that "the compensation of all officers and employees of said City of Norwalk shall be fixed by the Council" with the exception of the compensation of the members of the Common Council itself, whose compensation is currently fixed at \$600 per year.

Service on the Common Council is important to the proper functioning of our municipal government, and is extraordinarily time-consuming for its members. The current compensation level, in place since 1980, does not approach a fair level of compensation for the time and effort most members of the Common Council give to the job. Nevertheless, the Commission did not envision any adjustment of the Council's compensation as giving a salary commensurate with the time and responsibility of a Council member's job.

Rather, the Commission recognizes that service on the Common Council is *and ought to be* primarily driven by the impulse towards public service, and that it would not benefit or improve our municipal government if compensation for Common Council members were set at a level high enough to attract candidates as a money-making opportunity. Still, it is only fair that Common Council members, who often informally and regularly expend out-of-pocket expenses in furtherance of their public role, receive a level of compensation that recognizes their service and ensures that this service is not inevitably a *money-losing* proposition for them.

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The switch over the last decade from mechanical voting machines to optically-scanned, computer-tabulated paper ballots has resulted in the need at some elections for the paper ballot to be two sided, in order to accommodate all of the offices up for election. This has, in turn, resulted in some voter confusion and the failure of some voters to cast votes on the second side of the ballot. While ultimately this phenomenon must be addressed by ongoing voter education efforts, the Commission accepts that there is a value to being able to group all elective offices on one side of the ballot.

From the start, the Charter has wisely provided that the Common Council does not control its own compensation level. To date, however, this has been accomplished by fixing a dollar amount for Council compensation in the Charter itself. This approach has resulted in multiple decades passing between adjustments of Council compensation, which in turn has resulted in that compensation over time coming to represent only a fraction of that compensation's original value in real dollar terms.

The Commission's proposal would address this situation in two ways. First, it would re-set the Common Council compensation at a level that is more realistic than the current \$600 per year level. The proposed formula, 2% of the Mayor's base salary, would currently represent approximately \$2,281.70. (Exhibit 4). By contrast, \$600.00 in 1980 dollars (the year the current figure was adopted) is the equivalent of \$1,850.26 in 2016 dollars.<sup>2</sup> The proposed level, then, is not out of line with historical levels of Common Council compensation.

The second manner in which the Commission's proposal addresses the Council's compensation is by abandoning the approach of fixing that compensation in the Charter as a straight dollar amount, choosing instead to peg that compensation as a percentage of the Mayor's base salary. In that manner, neither the Council nor the Board of Estimate and Taxation would directly set the Council's compensation, but that compensation instead would be able to rise appropriately over time to reflect inflation. This latter goal could be achieved by introducing an annual percentage adjustment, but the Commission suggests that a fixed percentage of the Mayor's base salary is a simpler approach, readily understandable to the public and not requiring an ever-lengthening series of annual calculations, each based on prior years.

Likewise, the political process in Norwalk has historically kept the Mayor's salary in check, and the Commission does not see a great danger of the Common Council voting runaway mayoral salaries as a means towards increasing their own compensation.

Finally, it is worth noting that the fiscal impact of the proposed change would be minimal. By definition, the collective cost of 15 Common Council member salaries would be equal to 30% of the Mayor's base salary in total. This is well within the ability of the City's finances, and it will be well worth the expense if it encourages and supports the proper functioning of a public-spirited Common

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<sup>2</sup> By comparison, the Common Council salary of \$300 per year set in 1933 would be worth \$5,416.60 in 2016 dollars, and the original Common Council salary of \$100 per year, effective January 1, 1914, would be worth \$2,365.25 in 2016 dollars.



Council.

- D. **Shall all Charter references to members of the Common Council be gender-neutral?**

This is the one proposal that falls outside of the Commission's original charge, but the Commission's members feel strongly that the time has come for this adjustment to be made. The existing Charter was adopted approximately seven years before the Twentieth Amendment assured women the right to vote, and as the one hundredth anniversary of the ratification of that Amendment approaches, it is fitting that the City of Norwalk take this step. While these revisions do not change the substance or structure of the Charter, they do represent a long-overdue and important recognition that our municipality's governing document should be free of language that would even suggest gender bias of any sort.

### **III. Items for Which No Change is Proposed - List and Discussion**

#### **A. Mayoral Term Limits**

The Commission considered the question of whether or not a four-year mayoral term should be accompanied by a two-term limit on the office of Mayor, and has chosen to not recommend the adoption of term limits.

The strongest rationale for electoral term limits occurs in circumstances where the inherent advantages of incumbency are such as to create a permanent structural bias in favor of the incumbent office holder. This has not proven to be a difficulty in Norwalk's political system, and Norwalk voters over the years have proven themselves quite happy to eject incumbent mayors from office after one, two or more terms. Indeed, only one Mayor in the century-plus history of our current Charter has served more than 8 consecutive years, and in the end the advantages of years in office were insufficient to prevent his eventual loss of the office at the polls.

Term limits by their very nature deny the voters the ability to return to office a public official who is doing a good job and retains the support of a majority of the electorate. In a representative democracy, voters should be allowed the widest choice of potential candidates, and, absent the sort of significant systemic bias in favor of incumbents, the last thing that should disqualify a person from being elected to a particular office -- in this case Mayor -- is the fact that that person has

done the job well enough to earn repeated re-election in the past.

**B. Common Council Terms**

The Commission has chosen not to make any changes in the terms of the Common Council. While the administrative functions of the Mayor and the benefits of a four-year term help outweigh any loss of accountability in regard to that office, the same considerations are not as strong in regard to the Common Council. As the people's legislative representatives at the municipal level, members of the Common Council benefit from the close contact with the electorate that biennial elections entail.

From a campaign finance point of view, Common Council elections are markedly less expensive than mayoral elections, and biennial elections for the Common Council pose a much smaller risk of requiring constant fundraising than would continued biennial mayoral elections.

Finally, the Commission's members noted that, while the Charter does include provisions for the recall of a Mayor under some circumstances, there is no parallel provision in the Charter concerning members of the Common Council. Maintaining biennial elections for the Common Council serves this function, allowing the electorate frequent opportunities to vote out any Common Council member who is not performing his or her duties in a manner satisfactory to the voters.

**C. Board of Education Electoral Schedule and Terms**

Given the Commission's decision to not alter the terms of the members of the Common Council, the Commission has determined that it is not necessary or beneficial at this time to alter the terms of the Board of Education. The Commission also received input from the Board of Education at the beginning of the Charter Revision process, in which the Board of Education strongly opposed making any changes to the terms of its members.

**IV. Conclusion**

The Commission believes that the four proposed sets of revisions set forth above represent a thoughtful approach to maintaining the delicate balance between maintaining electoral accountability and allowing the executive offices of Mayor and Town Clerk to have terms that are more appropriately calibrated in length to promote administrative effectiveness and policy leadership. The Commission seeks to eliminate superfluous officers, and set Common Council

compensation that is fair to Common Council members and capable of adjusting for economic realities without further recourse to Charter Revision for those adjustments. Finally, the Commission proposes to the Common Council, and it hopes to the voters, that the language of the Charter be revised to be gender-neutral, so as to bring this document into conformance with modern norms of legislative drafting.

The Commission proposes that the proposed changes take effect as of the November 2017 municipal election. That is, if all the proposals are placed on the ballot and approved in November 2016, then in the November 2017 election, the candidates for Mayor and Town Clerk would be running for a four-year term, and there would be no candidates for City Treasurer, City Sheriff or Selectman (as those positions would no longer exist). Any change to the salaries of the members of the Common Council would take effect for the Common Council serving in the 2017-2019 term. In this manner, no office-holder, whether Mayor, Town Clerk or Common Council member, would be affected by any of these changes until after the next municipal election.

Finally, the Commission and its members wish to thank the Common Council and the public for the opportunity to serve Norwalk in this manner.

Respectfully Submitted

Charter Revision Commission

William Fitzgerald, Esq., Chair

Jerry E. Petrini, Vice-Chair

Glenn Iannaccone

Stephen B. Keogh, Esq.

Yvonne Rodriguez

Mary B. Roman

Michael L. Witherspoon, Esq.

## **APPENDIX TO REPORT OF CHARTER REVISION COMMISSION**

March 28, 2016

Common Council  
City of Norwalk

On January 12, 2016, you (the Common Council of the City of Norwalk) voted to appoint a Charter Revision commission made up of seven individuals. We, the Commission, were charged with investigating whether we should amend the Charter pertaining to six topics that were clearly indicated to us. Once the Common Council voted to enable the Commission, not only do we have the power to present to you our opinion of the six topics you asked us to investigate, but we could, by a simple majority vote of the Commission, recommend any additional changes to the Charter, whether you asked us to or not.

With full knowledge of the responsibility that was placed in our hands we, the Commission, decided to only investigate the topics that you asked to do, with one exception. We will be asking the Council to consider amending the Charter to reference its members to be gender neutral. The reason that we decided to deviate from your specific-only items in the Charter was that we felt this small, but very important change should have been done years ago. Since we left the election of the Common Council and the Board of Education untouched, and we decided not to impose any term limits on the mayor, we were able to put forth to you only four proposed referendums that will appear on the ballot, with your approval, including the gender neutral question.

During the months that this Commission has been established, we had numerous posted meetings and two public hearings. On February 10, 2016, we held our first public hearing and there were 21 speakers. On March 22, 2016, we held our second public hearing and there were nine speakers, three first-time contributors and six individuals that we already heard from on the February 10, 2016, hearing. There were a number of topics that these 24 different individuals asked us to investigate and hopefully change.

Some of the topics that were asked were:

1. Investigate unfair practice of the beach sticker process.
2. District water rates for out-of-district customers.
3. Citizens review board for the Police Department.
4. Eliminate or make changes to the Redevelopment Agency.
5. Hire a City Manager.
6. Eliminate the non-substantial language in the Charter.

One topic that seven of the 24 speakers asked us to look into was to restructure the Planning and Zoning Department and hire a City Planner that would head the department.

Once you have reviewed our proposed changes to this Charter and, by procedure, you will be holding a public hearing of your own, you will probably hear more on the City Planner issue. We suggest that you listen and look into this matter and address it with another Charter Revision Commission in the near future or at your discretion, this Commission can be reconvened to explore the feasibility of a City Planner.

**The Charter Revision Commission**



VII. A. 1-3

**2016  
Officers**

Vincent Scicchitano  
President

Allie Rochefort  
Vice President

Carol Pote  
Secretary

Treasurer  
Jim Erotopoulos

**TRUSTEES**

Nancy Adams

Penny Bloom

Linda Cappello

Ray A Cooke

Sal Covello

Chris Griffin

Keith Griffin

Douglas Hempstead

Patty Kolkmeier

John Lindgren

Theresa Marsan

Richard McQuaid

Urban Mulvehill

Art Petrone

Mike Reilly

Katie Restrepo

Jeremy Rubino

Pauline Schlegel

Julianne Summerton

Michael Veno

Rick Welch

Norma Zukin

Gerald B. Toni  
Business Manager

Tamm Small  
Office Manager

April 15, 2016

Mr. Michael Moccia, Director  
Recreation and Parks Department  
City of Norwalk  
125 East Avenue  
Norwalk, CT 06851

Dear Mike:

On behalf of the Norwalk Seaport Association, Inc., this letter is to request permission to use Veteran's Park in East Norwalk for the 2016 Oyster Festival. Specifically, we request access to the Park for setup beginning Friday, August 26, 2015. As in the past, we will vacate the Park as quickly as possible and not later than Wednesday, September 28, 2016.

The dates and times of the Festival are:

Saturday, September 10, 2016

11:00 AM – 8:00 PM

Sunday, September 11, 2016

11:00 AM – 8:00 PM

The admission prices (subject to change):

General Admission	\$12.00
Seniors (65+)	\$ 8.00
Children (5-12)	\$ 5.00
Children (under 5)	Free
Advance Tickets – Adults	TBD



In addition to the above, we are requesting the following items be included in the contract for this year's event:

1. The following parking lots be open and available to residents and nonresidents at no charge for the Oyster Festival on the dates noted:
  - Calf Pasture Paved Parking Lots – September 10 & 11, 2016
  - Brien McMahon High School – September 10 & 11, 2016
  - City Hall – September 10 & 11, 2016 (Reserved for Oyster Festival Parking Only)
2. Maintain the bond requirement at \$40,000, consistent with the 2015 bond requirement.
3. Use of the show mobile for September 10 & 11, 2016
4. That during the period of August 26 through September 28, 2016, except for emergencies, the City of Norwalk refrains from conducting any major maintenance / construction projects that will affect the Oyster Festival operations.
5. Unrestricted use of men's and ladies room plus the kitchen / snack bar area from set up through final clean up.
6. Public trash cans will remain in place and serviced by the City except for the period of September 8<sup>th</sup> through September 13<sup>th</sup> 2016 at which time they will be serviced by the Oyster Festival.

Mike, we ask that you place this request on the May Recreation and Parks Committee meeting for discussion and approval.

Thank you for your consideration of this request. Please advise us of any meetings at which attendance by a representative of the Norwalk Seaport Association is recommended or required.

Sincerely,

Mike Reilly  
2016 Oyster Festival Chairman

## NORWALK RECREATION & PARKS DEPARTMENT FACILITY APPLICATION FORM

PLEASE PRINT

PERSONAL/FAMILY  
ASSOCIATION/CLUB  
COMPANY/BUSINESS

ORGANIZATION NAME: Seaside Assoc  
NAME OF CORPORATE OFFICER AUTHORIZED  
TO EXECUTE THE LICENSE AGREEMENT: \_\_\_\_\_

TITLE: \_\_\_\_\_

YOUR NAME: Mike Kelly

TITLE: 2016 Chair

ADDRESS: 132 Water Street

E-MAIL ADDRESS: \_\_\_\_\_

CITY: Norwalk STATE: CT

ZIP CODE: 06854

HOME PHONE: \_\_\_\_\_ BUSINESS PHONE: 535-9444 CELL PHONE: \_\_\_\_\_

### FACILITY & EVENT INFORMATION

FACILITY REQUESTED: Veterans Park NUMBER OF PARTICIPANTS: \_\_\_\_\_

EVENT: 2016 Seaside Festival DATE REQUESTED: Sept. 10<sup>th</sup> + 11<sup>th</sup> 2016

SET UP TIME: 8:30 STARTING TIME: 9:00 - 11:00 ENDTIME: 5:00 PM RAIN DATE: N/A  
(RAIN DATE NOT APPLICABLE WITH PAVILION OR MANSION)

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/FEE'S 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(S) \_\_\_\_\_ Each group should have accessible a list with all the children's names that are attending the outings for accountability in case of emergency.

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

APPLICANT'S SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

#### FOR OFFICE USE ONLY

RECREATION & PARK COMMITTEE APPROVAL: YES \_\_\_\_\_ NO \_\_\_\_\_ N/A \_\_\_\_\_ DATE: \_\_\_\_\_  
COMMON COUNCIL APPROVAL: YES \_\_\_\_\_ NO \_\_\_\_\_ N/A \_\_\_\_\_ DATE: \_\_\_\_\_  
DIRECTOR'S SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_  
(Signature required)

Date to Committee: 5/11/16  
Entered into Calendar: \_\_\_\_\_  
Deposit Received: \_\_\_\_\_  
Insurance Received: \_\_\_\_\_





100 Westport Ave Norwalk, CT 06851

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April 22, 2016

Mr. Michael Mocciae  
City of Norwalk  
Director of Recreation and Parks  
125 East Avenue  
Norwalk, CT 06850

Dear Mr. Mocciae,

We are requesting the use of Andrew's Field, in order for our employees to park their cars there during the busiest days at Stew Leonard's. The dates we are requesting are listed below.

2016

July 1 , 2 , 3

November 22 , 23

December 3 , 4 , 10 , 11 , 22 , 23 , 24

2017

April 14 , 15

May 13 , 14 , 27 , 28 , 29

If you have any questions please feel free to contact me.

Thank You,

Mike D'Antonio  
Stew Leonard's  
Loss Prevention Manager  
100 Westport Ave  
Norwalk, CT 06851  
(203)-750-6196  
[mdantonio@stewleonards.com](mailto:mdantonio@stewleonards.com)

**Mocchia, Mike**

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**From:** Maddox, Simona  
**Sent:** Monday, May 09, 2016 3:53 PM  
**To:** Mocchia, Mike  
**Subject:** Geese Relief Bid Results

Hi Mike,

The only bidder for the Canada Geese/Management Control bid # 3688 is Geese Relief LLC, located in Wilton, CT. The name of the authorized agent of the Company is Christopher Sanpietro.

The pricing is as follows:

Calf Pasture Beach: \$325/week with a total price of \$16,900 per year.

Veterans Park: \$275/week with a total price of \$14,300 per year.

Total price per year for both parks: \$31,200

The price is within the requested budget which was advertised at \$30,000-\$35,000 per year per total. Please, let me know if you need anything else from me. I will have the bid response ready for the Law Department when Common Council approval is granted.

Thank you!

Simona Maddox  
Budget Analyst/Internal Auditor  
Management and Budgets



City of Norwalk  
Tel: 203.854.7905 Audit  
Tel: 203.854.7947 Purchasing  
Fax: 203 854-7848

MAY 3, 2016

AGENDA

CLAIMS COMMITTEE MEETING

REFUNDS PROCESSED CLAIMS COMMITTEE

REPORTED TO CLAIMS COMMITTEE

<u>REFUNDS PROCESSED CLAIMS COMMITTEE</u>	<u>APPROVED BY TAX COLLECTOR</u>	<u>REPORTED TO CLAIMS COMMITTEE</u>
ABIS DRISS	14-MV-400026 (\$271.20)	PRORATION
ARCARIO PAUL J	14-MV-302226 (\$11.44)	PRORATION
CAYO INRI	14-MV-310238 (\$36.16)	PRORATION
CIUFO TINA M	14-MV-371025 (\$65.82)	PRORATION
DAIMLER TRUST	14-MV-314584 (\$204.95)	PRORATION
DAVIS ERICA	14-MV-315113 (\$85.79)	ABATEMENT
EVEREST MARBLE LLC	14-MV-319830 (\$169.98)	PRORATION
FINANCIAL SER VEH TRUST	14-MV-321018 (\$405.40)	PRORATION
GARAVEL CHR Y JEEP DODGE	14-MV-414509 (\$320.60)	PRORATION
GILMARTIN JEANINE	14-MV-405300 (\$110.64)	PRORATION
HILKKU IRENE A	14-MV-328666 (\$23.33)	PRORATION
Lajoie Russek or Lajoie Leslie	13-mv-335342 (\$120.24)	ABATEMENT
LAMETTA & SN CNST CO INC	14-MV-334106 (\$904.20)	ABATEMENT SENT TO WESTPORT
MACKAY ROBIN MANZI	14-MV-408395 (\$426.10)	OVERPAYMENT
NISSAN INFINITI LT	14-MV-346180 (\$243.78)	PRORATION
NISSAN INFINITI LT	14-MV-345797 (\$704.46)	PRORATIONS
NISSAN INFINITI LT	14-MV-345959 (\$176.57)	PRORATIONS
NISSAN INFINITI LT	14-MV-346011 (\$200.00)	PRORATIONS
NISSAN INFINITI LT	14-MV-345859 (\$197.34)	PRORATIONS
NISSAN INFINITI LT	14-MV-346036 (\$142.73)	PRORATIONS
PAURICE CHORALIE	14-MV-410488 (\$15.65)	PAID INCORRECT AMOUNT THROUGH P+P
SCHOENBACHER JULIANNE	14-MV-800525 (\$198.64)	OVERPAYMENT
SMITH KODI J	13-MV-358805 (\$20.00)	ABATEMENT
VAULT TRUST	14-MV-366158 (\$513.13)	PRORATION
VW CREDIT LEASING LTD	14-MV-367426 (\$257.40)	PRORATION
VW CREDIT LEASING LTD	14-MV-367437 (\$360.90)	PRORATION

VII. B. 1-9

AGENDA

MAY 3, 2016

CLAIMS COMMITTEE MEETING

REFUNDS PROCESSED  
CLAIMS COMMITTEE

CORELOGIC  
RE: 105 RICHARDS AVE UNIT 1502

APPROVED BY  
TAX COLLECTOR

13-RE-128504 (\$2,111.26)

REPORTED TO  
CLAIMS COMMITTEE

DUPLICATE PAYMENT

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

Through the end of April, 2016, with only two months remaining in our current fiscal year, we collected more than \$295 million, or 98.78% of our nearly \$300 million tax levy. In addition, as of the end of April 2016, we collected more than \$14.4 million of our sewer use levy, or 98.51%. We also collected 90.36% of the year's IPP (Industrial Pretreatment Program) fee on behalf of the Water Pollution Control Authority.

Also through the month of April, 2016, we collected more than \$4 million (net) in back taxes, interest, lien fees and other fees. That amount still appears to fall short of what we collected in back taxes during the prior fiscal year, however. This year's collections are, again, being impacted by tax credits stemming from reductions from court cases brought by taxpayers challenging their property assessments. Our tax sale will be held on Monday, July 18, 2016. Back tax collections usually spike during tax sale years. We should see the 'gap' between the current and the prior year dwindle, as we continue to bring in revenue related to the tax sale, unless back tax collections continue to be outpaced by prior years' assessment reductions and tax credits. Compared with last fiscal year, we are slightly ahead relative both to current taxes (.5%) and to current sewer use collections (.25%).

With regard to delinquent collection enforcement, we are working with our state marshals on delinquent business personal property accounts. Since the inception of the alias tax warrant program, we have collected more than \$2.4 million through the direct personal effort of the marshals and / or our delinquent tax collector. However, most of our efforts have been focused on the tax sale.

In November 2015 the Tax Collector's office began working on this tax sale and selected more than 131 properties for inclusion. The office sent preliminary letters to the property owners whose properties were scheduled for sale, advising them of the pending enforcement. In March 2016, after the current collection period had concluded and collection results were analyzed, another 38 properties were added, increasing the amount anticipated to be collected from the sale to \$4 million, and bringing the total number of properties to 169. Formal demand and lien notices were sent to all of the property owners in March 2016, and a second set of demand letters that specifically described the tax sale process was sent in April 2016. Since November, more than half of those properties scheduled for tax sale have paid in full. Those payments, together with numerous partial payments on accounts remaining in the sale, already total more than \$2.3 million in tax collections.

The sale process officially commenced when notices of sale were filed in the Norwalk land records on May 4, and the list of properties was posted on the city website. At the time the notices were filed, the sale included: single family residential properties; multi-family residential properties; residential condominium units; commercial / professional condominium units; storage units; garage units; co-op apartments; and commercial properties, including a strip mall; a theatre; an indoor sports arena; restaurants; a social club; manufacturing buildings; an automobile repair / muffler repair facility; retail facilities; commercial / residential buildings; also: non-conforming lots; island property; boat slips (docks); and vacant land. The list of properties was published in the newspaper on May 9, and a mailing to the affected owners was sent. The boards showing the properties and relevant information were posted in the City Hall lobby on May 9.

The criteria for inclusion in the 2016 tax sale was: \$17,000 or more past due, regardless of the length of time; or property three or more years in arrears, regardless of dollar amount owed. If a property met either criteria, it was included in this sale. Some of the properties on the list show balances due less than these amounts, or for only a single year; that is because partial payments have been made since the initial list was compiled. Properties are not removed from the tax sale until all taxes and associated fees are paid in full.

As of today, there are 81 properties remaining in the sale. By the date of the sale, most of the listed properties will be paid in full.

The City's last tax sale was held in July 2014, and generated more than \$5.1 million in tax revenue. The 2016 tax sale is the city's seventh sale. The six sales held between 2003 and 2014 collectively brought in more than \$24 million to the City.

An informational packet describing the tax sale process for potential bidders may be purchased in the tax collector's office for \$25. The packet includes a complete description of the process, instructions for potential bidders, and copies of the relevant state statutes. The tax collector's office encourages those who think they may be interested in the process to buy the packet and become educated about tax sales, before deciding to bid. Each of the properties included in the tax sale property is private property. Potential bidders are not permitted to trespass on the properties at any time prior to, or after, the tax sale. There is no public inspection of tax sale property, and no 'posting' of signs or other materials on the individual properties. The owners of the properties retain all of their rights to their properties, and are entitled to the peaceful enjoyment of their properties throughout this process. The purpose of the tax sale is to collect past due taxes and to maintain a high current tax collection rate, and not necessarily to redistribute property ownership.

The tax sale appears on the city's website at <http://my.norwalkct.org/etaxsale/>. The site shows our progress to date, and includes information about and photographs of each of the properties, links to the field cards for each property, copies of all the legal notices, and other information. I will explain the tax sale process in detail, and why it is so important to our collection efforts, as time permits. We will appreciate the necessary and continued support of the Administration and political decision makers as we go forward in the process.

In addition to working on the sale and other collection enforcement, during the last two months of the fiscal year, we also will be working to prepare for the new fiscal year and the tax billing that will take place in early to mid June 2016. Our target date for mailing the 2015 grand list tax bills is June 17.

TAX COLLECTOR'S REPORT  
APRIL 30, 2016

FISCAL YEAR 2015-2016 (2014 GRAND LIST)	ADJ TAX COLLECTIONS		COLLECTION %	CORRECTED LEVY*	CHANGE IN LEVY	COLLECTION %
	ORIGINAL LEVY	JUN 15 - APR 16				
AUTOMOBILE-REGULAR	\$17,433,300.64	\$16,144,453.06	92.61%	\$17,159,595.19	(\$213,705.45)	94.08%
AUTOMOBILE-SUPPLEMENTAL	\$2,846,741.63	\$2,460,529.74	86.43%	\$2,824,065.75	(\$22,674.88)	87.13%
PERSONAL PROPERTY	\$18,492,367.14	\$18,163,913.64	98.22%	\$18,504,044.22	\$11,677.08	98.16%
REAL ESTATE	\$261,229,545.62	\$258,280,515.19	98.87%	\$260,215,594.61	(\$1,013,951.01)	99.26%
TOTAL TAX	\$300,001,955.03	\$295,049,411.63	98.35%	\$298,703,300.77	(\$1,298,654.26)	98.78%
SEWER USE	\$14,660,068.00	\$14,418,137.10	98.35%	\$14,636,581.00	(\$23,487.00)	98.51%
IPP FEE	\$189,750.00	\$195,624.23	103.10%	\$216,500.00	\$26,750.00	90.36%

FISCAL YEAR 2014-2015 (2013 GRAND LIST)	ADJ TAX COLLECTIONS		COLLECTION %	CORRECTED LEVY*	CHANGE IN LEVY	COLLECTION %
	ORIGINAL LEVY	JUN 14 - APR 15				
AUTOMOBILE-REGULAR	\$16,706,950.43	\$15,383,762.77	92.08%	\$16,390,309.72	(\$316,640.71)	93.86%
AUTOMOBILE-SUPPLEMENTAL	\$2,704,431.83	\$2,297,842.57	84.97%	\$2,713,007.09	\$8,575.26	84.70%
PERSONAL PROPERTY	\$17,794,935.87	\$17,007,958.54	95.58%	\$17,683,846.20	(\$111,089.67)	96.18%
REAL ESTATE	\$257,672,948.38	\$254,463,600.65	98.75%	\$257,424,913.22	(\$248,035.16)	98.85%
TOTAL TAX	\$294,879,266.46	\$289,153,164.63	98.06%	\$294,212,076.23	(\$667,190.23)	98.28%
SEWER USE	\$13,851,424.00	\$13,556,897.98	97.87%	\$13,797,703.00	(\$53,721.00)	98.25%
IPP FEE	\$191,250.00	\$197,066.41	99.90%	\$225,250.00	\$34,000.00	84.82%

TAX DIFFERENCE 2014 G.L. vs. 2013 G.L.  
INCREASE/(DECREASE) \$5,122,688.57 \$5,896,247.00 0.29% \$4,491,224.54 (\$631,464.03) 0.50%

SEWER DIFFERENCE 2014 G.L. vs. 2013 G.L.  
INCREASE/(DECREASE) \$808,644.00 \$861,239.12 0.48% \$835,878.00 \$30,234.00 0.25%

IPP DIFFERENCE 2014 G.L. vs. 2013 G.L.  
INCREASE/(DECREASE) (\$1,500.00) \$4,557.82 3.19% (\$6,750.00) (\$7,250.00) 5.53%

BACK TAXES COLLECTED	FISCAL YR 2015-2016 (JUL 15 - APR 16)		FISCAL YR 2014-2015 (JUL 14 - APR 15)		CUR YR vs. PRIOR YR (INC/DEC)
	PRIOR TAXES	PRIOR SEWER USE FEE	PRIOR IPP FEE	TOTAL PRIOR TAX, SEWER & IPP	
CURRENT INTEREST	\$664,096.21	\$644,813.33	\$644,813.33	\$19,282.88	\$19,282.88
PRIOR INTEREST	\$755,177.74	\$800,760.58	\$800,760.58	(\$45,043.44)	(\$45,043.44)
SEWER USE FEE INTEREST	\$76,544.10	\$63,218.90	\$63,218.90	\$13,625.20	\$13,625.20
IPP FEE INTEREST	\$7,912.11	\$6,118.44	\$6,118.44	\$1,672.77	\$1,672.77
TOTAL INTEREST COLLECTED	\$1,503,848.66	\$1,514,311.25	\$1,514,311.25	(\$10,462.59)	(\$10,462.59)
PRIOR LIEN FEE	\$12,314.95	\$13,152.00	\$13,152.00	(\$837.05)	(\$837.05)
CURRENT LIEN FEE	\$6,676.91	\$4,841.24	\$4,841.24	\$1,835.67	\$1,835.67
TOTAL LIEN FEE COLLECTED	\$18,991.86	\$17,993.24	\$17,993.24	\$998.62	\$998.62
MISC FEES COLLECTED**	\$72,797.70	\$165,641.68	\$165,641.68	(\$92,843.98)	(\$92,843.98)
TOTAL PRIOR TAX, ALL INTEREST & ALL FEES	\$4,042,880.41	\$4,731,002.22	\$4,731,002.22	(\$688,121.81)	(\$688,121.81)

\* CORRECTED LEVY INCLUDING CERTIFICATES OF CORRECTION  
\*\* PRIOR FISCAL YEAR INCLUDES TAX SALES AND TITL F SEARCH FFES PROCESSD THROUGH UNIS



## MEMORANDUM

April 20, 2016

To: **Members of the Board of Estimate and Taxation**  
From: **Kathryn R. Hebert, Administrative Services Manager**  
Re: **Parking Authority Operating Budget for FY 2017**

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The approved operating budget for FY 2017 reflects the Parking Authority's mission to enhance economic development and quality of life as a critical contributor through community partnerships, opportunities and financially balanced parking programs. The 2017 Operating Budget of \$6,179,877 addresses these goals and represents a \$379,753 increase over FY 2016 (\$5,800,123) and fund balance of \$307,794.

### Expense Drivers:

- \$100,000 for parking programs to promote economic development
- \$135,000 for capital reserve and replacement program
- \$441,407 for City allocated personnel salary and benefit charges
- \$40,033 increase for staff adjustments in the Wall and SoNo area
- \$68,528 increase for snow removal reflecting average actual expenses
- (\$23,267) reduction in debt service payments.

### Revenue Drivers:

- \$7,854 increase for monthly permit revenue which represents consistent permit sales and trends.
- \$371,854 for transient revenue which represents a rate *decrease* at the Maritime Garage and at the Yankee Doodle Garage, increased rates at various locations; reflects increased parking activity systemwide, longer transaction times and increased compliance.
- \$111,642 increase for meter revenue which reflects rate and on street activity increases and expanded hours of operation.
- \$52,740 increase for parking violation revenue which represents only 12% of the overall revenue pool.

Cc: **Norwalk Parking Authority**  
**Bruce Chimento, Director Public Works**





## **DESCRIPTION OF SERVICES**

The Norwalk Parking Authority has changed from a traditional parking provider to an advocate for downtown development and commerce supporting mobility, sustainability, growth and improvement while creating easy to park and pay options through mobile platforms. The operating budget reflects the Parking Authority's mission to provide superior services to enhance economic development using best practices and provide opportunities to the community through financially balanced parking programs, smartparking technologies, security systems and community collaboration while overseeing the management, operation, facilities, maintenance of over 4,000 on and off street parking spaces including the railroad stations.

## **HIGHLIGHTS for FY 2015-2016**

- **Customer Experience:**
  - Showcased the Art in Parking Places program through quarterly exhibits at the Maritime Garage Gallery collaborating with the Norwalk Arts Commission.
  - Partnered with the Library to provide free books to commuters at the railroad stations
  - Collaborated with surrounding property owners to beautify facilities.
  - Installed additional bike racks at the Maritime Garage collaborating with the bike/walk task force
  - Installed a pay station inside the Maritime Garage offering a convenient payment option to customers
  - Improved customer service through employee training and urban center presence.
  - Improved paystation instructions through upgrading to a pay by plate platform.
- **Economic Development:**
  - Implemented an outreach program through community, customer and business meetings.
- **Financial Stability:**
  - Continued to operate with a balanced financial portfolio and diversified revenue stream
  - Continued to increase parking compliance.
  - Established a capital reserve account to ensure facility sustainability and customer safety.
  - Performed a rate study analysis to determine current and future parking rate structure.
- **Maintenance and Security:**
  - Implemented facility maintenance improvements to extend facility useful life;
  - Upgraded and installed additional security cameras and systems collaborating with the NPD.
- **Smart Parking Technology and Communication:**
  - Continued to provide communication through interactive website, mobilized smartphone applications and social media alerts;
  - Increased pay by cell usage through collaborate marketing efforts with Norwalk Community College.
  - Improved wayfinding through on-street sensors and facility counter technology to capture utilization data
  - Implemented pre payment online widget technology for Maritime Aquarium customers.
  - Upgraded the paystations from pay by space to pay by plate providing customer flexibility, advertising options for the business community, compliance with chip and pin technology and compliance with ADA requirements.

**Environmental Sustainability and Energy Management Efforts:**

- Replaced all fluorescent lighting with LED lighting at the Haviland Deck, Webster Parking Lot and Maritime Garage through a grant program offered by SNEW.
- Received a grant through Eversource to replace fluorescent lights at the YDG.

**GOALS FY 2016-2017**

◦ **Customer Experience:**

- Expand the Art in Parking Places creative placemaking program to include the Wall Street urban district.
- Expand field ambassador and customer service presence in the SoNo and Wall areas.
- Improve wayfinding signage at the facilities

**Economic Development**

- Collaborate with the Redevelopment Agency on citywide branding and wayfinding policies and programs
- Collaborate with Transportation projects to create 'complete trip' program.
- Continue outreach efforts through ongoing community and individual meetings
- Implement parking programs through business partnerships to promote economic development.
- Evaluate systemwide current and future parking capacity needs.
- Evaluate multimodal transportation platforms at the railroad stations to determine best options.

◦ **Financial Stability:**

- Operate with a balanced financial portfolio and diversified revenue stream;
- Fund capital reserve and replacement account to ensure facility sustainability and customer safety.
- Implement a comprehensive rate structure and expense budget that places the appropriate value on the best locations, maximizes turnover and enhances development and mobility.

◦ **Maintenance and Security:**

- Perform facility maintenance and structural improvements to extend facility useful life and enhance operational efficiency.
- Enhance security through lighting and camera system installations.

◦ **Technology and Communication:**

- Provide superior communication through interactive website, mobilized smartphone applications, and social media alerts;
- Continue to implement the smartparking/technology plan to capture utilization data;
- Improve wayfinding, payment and operational efficiency efforts through the use of technology;
- Expand the pre payment online option to the business community
- Improve interactive garage kiosks to provide community information to visitors

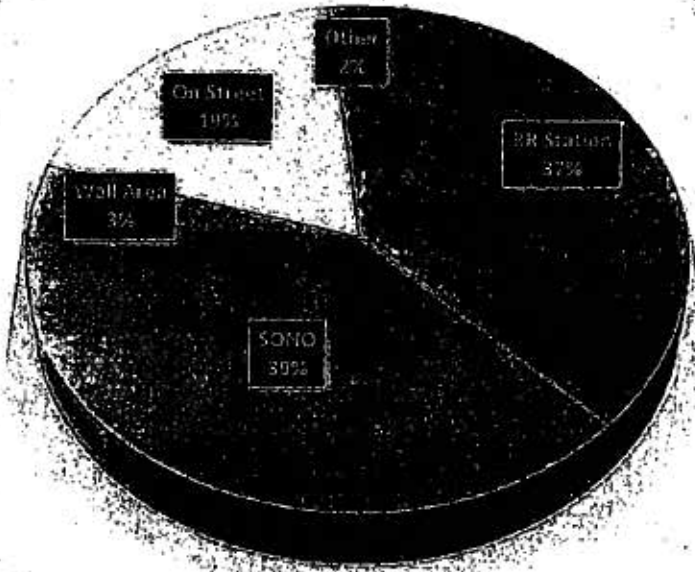
◦ **Environmental Sustainability and Energy Management Efforts:**

- Continue to evaluate energy efficiencies systemwide

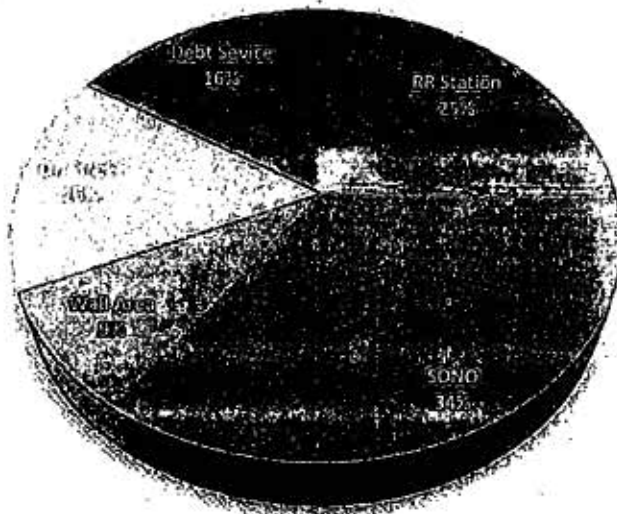
**Norwalk Parking Authority**  
**PROPOSED BUDGET (Detail)**  
 FY 2017

	Actual FY 2015	Budget FY 2015	PROPOSED Budget FY 2017	Variance \$ to Budget FY 2015	Variance % to Budget FY 2015
<b>PARKING REVENUE</b>					
Monthly	2,417,219	2,545,785	2,552,639	7,854	0.31%
Transient	2,530,336	2,417,973	2,789,626	371,854	15.38%
Validations	0	0	0	0	0
Meter Revenue (Sono)	257,732	308,096	419,779	111,642	36.24%
Parking Violation Revenue	755,935	733,762	786,501	52,740	7.19%
Less: Refunds	(675)	0	0	0	0
Less Sales Tax	(167,238)	(176,117)	(173,275)	2,840	-1.61%
<b>TOTAL PARKING REVENUE</b>	<b>5,783,310</b>	<b>5,828,501</b>	<b>6,376,431</b>	<b>548,930</b>	<b>9.38%</b>
<b>OTHER REVENUE</b>					
Art Program - MG	606	0	0	0	0
Advertising	1,200	1,000	1,000	0	0.00%
Lease Income - SNRR	14,560	12,000	14,400	2,400	20.00%
Lease Income - Webster	38,913	0	0	0	0
Lease Income - YDG	15,760	9,600	15,840	6,240	65.00%
Easements	43,365	0	0	0	0
SNRR/ENRR Concessions	45,957	50,000	50,000	0	0.00%
Investment Income	12,516	6,000	6,000	0	0.00%
Enhanced Parking Svcs.	1,258	0	0	0	0
ATM Machines	16,060	24,000	24,000	0	0.00%
<b>TOTAL OTHER REVENUE</b>	<b>190,196</b>	<b>102,600</b>	<b>213,240</b>	<b>8,640</b>	<b>8.42%</b>
<b>TOTAL SYSTEM REVENUE</b>	<b>5,983,506</b>	<b>5,931,101</b>	<b>6,589,671</b>	<b>658,570</b>	<b>11.10%</b>
<b>EXPENSES</b>					
Personnel/Benefits (FTE 29.9)	1,648,978	1,719,543	1,877,745	153,202	8.91%
Security Services	137,955	115,000	115,000	0	0.00%
Equipment Expense	33,001	115,500	17,540	(27,960)	-24.21%
Vehicle Expense	74,405	45,000	65,000	50,000	111.11%
Building Repair & Maintenance	711,649	545,989	545,989	0	0.00%
Sanitation Expense	16,806	17,520	17,520	0	0.00%
Operating Expense	115,587	65,000	95,000	30,000	46.15%
Elevator Repair & Maintenance	15,557	27,600	27,600	0	0.00%
Snow Removal	297,949	206,472	275,000	68,528	33.19%
Signage	35,191	63,000	50,000	(13,000)	-20.63%
Tickets	6,873	30,000	15,000	(15,000)	-50.00%
Water	0	3,024	0	(3,024)	-100.00%
Liability Insurance	144,558	143,586	157,031	13,445	9.36%
Maritime Garage Condo Fees.	20,037	15,912	20,441	4,529	28.46%
Uniforms	17,303	15,000	15,000	0	0.00%
Licenses/Permit	0	2,100	0	(2,100)	-100.00%
Utilities	82,118	64,566	65,516	949	1.47%
Management Fees	146,721	100,000	100,000	0	0.00%
Printing	0	0	0	0	0
Office Expense	16,224	16,700	16,700	0	0.00%
Service Contracts	0	108,000	180,160	72,160	66.81%
Postage	0	0	0	0	0
Telephones	65,875	60,000	60,000	0	0.00%
Credit Card Fees	152,918	153,176	167,267	14,090	9.20%
Comm. Equip/Serv. Contracts	79,282	0	0	0	0
LPR Administration	0	0	0	0	0
Permit/Violation Management	157,809	172,600	100,000	(72,600)	-42.06%
Violation Collection	0	0	0	0	0
Marketing & Communications	44,699	55,000	50,000	(5,000)	-9.09%
Parking Lot Lease	9,300	10,000	0	(10,000)	-100.00%
Capital Reserve & Replacement	0	135,000	135,000	0	0.00%
Parking Programs	0	0	100,000	100,000	0
Contingency Fund	0	54,000	50,000	(4,000)	-7.41%
<b>TOTAL OPERATING EXPENSES</b>	<b>4,030,796</b>	<b>4,058,289</b>	<b>4,413,508</b>	<b>384,220</b>	<b>9.47%</b>
<b>CITY ADMINISTERED EXPENSES</b>					
Personnel/Benefits (city alloc.)	367,101	366,633	441,407	74,774	20.39%
Electric	235,349	291,924	296,217	4,293	1.47%
Business Exp.	3,076	4,500	4,500	0	0.00%
Sewer (wpca)	5,091	8,500	8,875	425	5.00%
Professional Service	200	30,000	9,309	(20,691)	-68.97%
Legal Service	638	30,000	20,000	(10,000)	-33.33%
<b>TOTAL CITY ADMINISTERED</b>	<b>611,455</b>	<b>731,557</b>	<b>780,358</b>	<b>88,901</b>	<b>12.15%</b>
<b>SUB-TOTAL OPERATING EXP.</b>	<b>4,642,251</b>	<b>4,789,846</b>	<b>5,193,866</b>	<b>408,021</b>	<b>8.52%</b>
Debt Service Interest	365,001	348,081	368,058	20,017	5.75%
Debt Service Principal	751,104	661,196	610,912	(43,284)	-6.55%
<b>SUB-TOTAL DEBT SERVICE</b>	<b>1,116,105</b>	<b>1,009,277</b>	<b>978,970</b>	<b>(23,267)</b>	<b>-2.31%</b>
<b>TOTAL EXPENSES</b>	<b>5,758,356</b>	<b>5,800,123</b>	<b>6,172,836</b>	<b>414,780</b>	<b>7.15%</b>
Fund Balance	224,148	151,978	307,794	178,816	118.29%

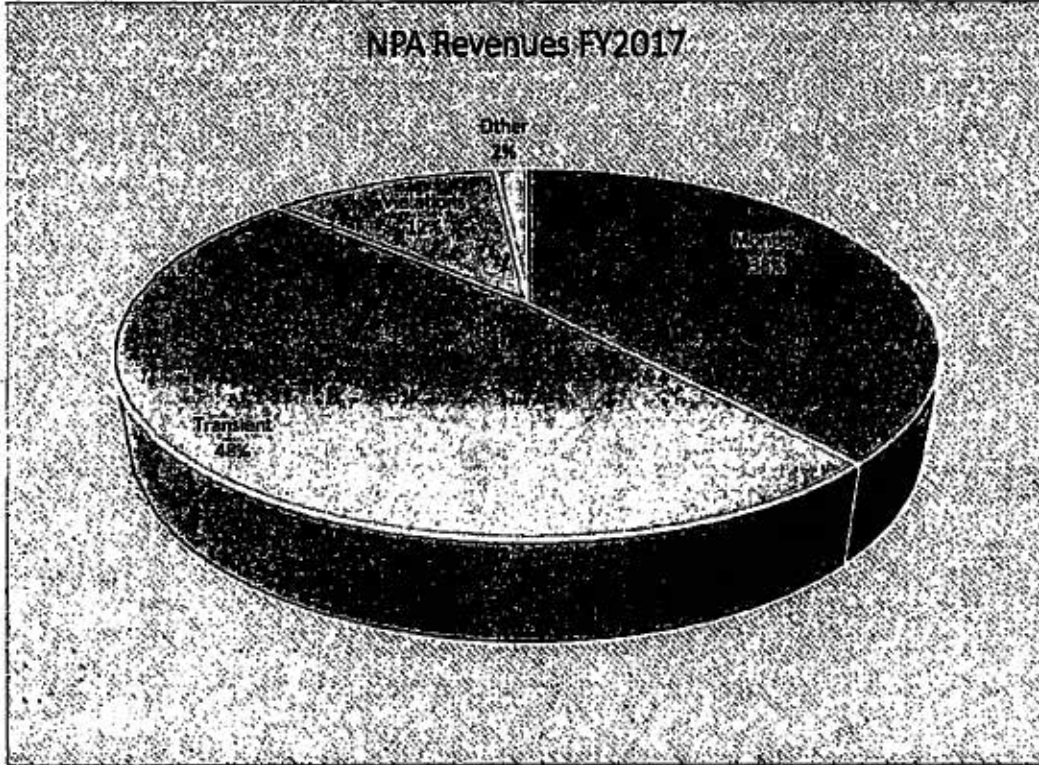
### NPA Revenue by Area FY 2017



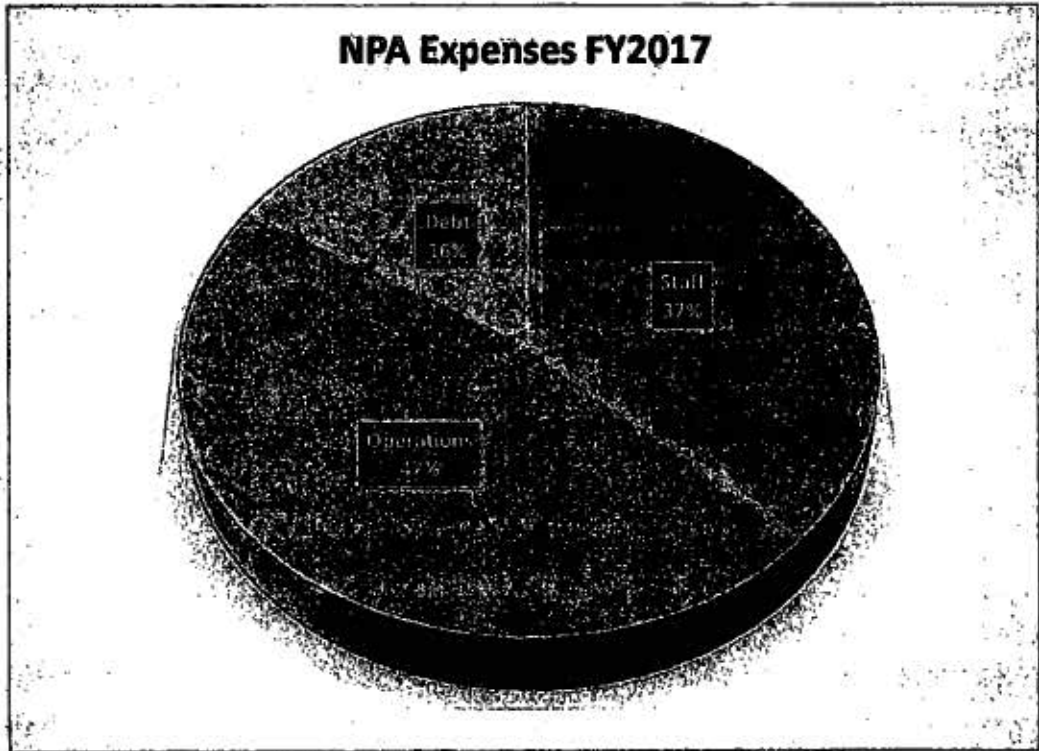
### NPA Expenses by Area FY 2017



### NPA Revenues FY2017



### NPA Expenses FY2017





Norwalk Water  
Pollution Control  
Authority  
[www.wpcanorwalk.org](http://www.wpcanorwalk.org)

## MEMORANDUM

**TO:** Board of Estimate and Taxation  
**FROM:** Ralph Kolb, Sr. Environmental Engineer, WPCA  
**CC:** WPCA File  
**DATE:** April 22, 2016  
**REASON:** Norwalk Water Pollution Control Authority  
Approved FY 16/17 Operating Budget

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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.

Enclosed is the WPCA's FY2016-17 budget as approved at the Board meeting on April 18, 2016. This budget includes a \$15 rate increase for a single family residence and an overall blended rate increase of approximately 5% over the previous fiscal year.

Some items on the budget to point out are as follows:

**Revenues:**

- Norwalk WPCA to receive \$351,824 in Nitrogen Credits
- Septage revenue is down and is anticipated to be approximately \$325,000
- Includes line item for reimbursement of WPCA support services billed to City and City sewer use fee

**Expenditures:**

- Legal services increased due to MLP litigation
- Includes line item for reimbursement of City support services billed to WPCA
- Operations Manager position was defunded – at least 50% of this position was WPCA

City of Norwalk  
 WATER POLLUTION CONTROL AUTHORITY  
 DRAFT FY 2016-17 Operating Budget Summary

EXPENDITURES (224082)

ACCOUNT DESCRIPTION	APPROVED FY 15-16	PROJECTED ACTUAL FY 15-16	PROPOSED FY 16-17
Personnel/Benefits			
5110 Salaries <sup>1</sup>	\$ 578,328	\$ 542,889	\$ 664,968
5428 Benefits	\$ 367,533	\$ 392,700	\$ 361,372
5120 Overtime	\$ 195,895	\$ 167,989	\$ 192,611
5150 Longevity	\$ 15,000	\$ 2,000	\$ 10,000
	\$ 900	\$ 975	\$ 975
5258 Operations & Maintenance Fees <sup>2</sup>	\$ 5,624,613	\$ 5,416,287	\$ 6,697,910
5651 Indirect Expenses <sup>3</sup>	\$ 431,348	\$ 431,348	\$ 576,171
5241 Electricity <sup>4</sup>	\$ 1,378,000	\$ 1,385,000	\$ 1,412,700
Professional Services			
5298 Contract Monitoring	\$ 200,000	\$ 514,469	\$ 200,000
5298 Engineering Consulting	\$ 125,000	\$ 125,000	\$ 125,000
5252 Legal Services <sup>5</sup>	\$ 75,000	\$ 389,459	\$ 75,000
Administration			
5286 General Office	\$ 80,000	\$ 200,000	\$ 200,000
5286 Billing Costs	\$ 64,000	\$ 64,000	\$ 64,000
5245 Telephones	\$ 12,000	\$ 12,000	\$ 12,000
5741 IT Hardware	\$ 8,000	\$ 8,000	\$ 8,000
	\$ 24,000	\$ 24,000	\$ 24,000
	\$ 20,000	\$ 20,000	\$ 20,000
5235 Professional Dues/Memberships	\$ 10,000	\$ 10,000	\$ 10,000
5295 Training/Conferences	\$ 6,000	\$ 6,000	\$ 6,000
5418 Property Insurance/Liability Premium Worker's Compensation <sup>6</sup>	\$ 223,622	\$ 223,622	\$ 223,622
5789 Replacement Reserve - Wilton's portion per agreement	\$ -	\$ -	\$ -
5789 Replacement Reserve - Norwalk <sup>7</sup>	\$ 2,114,932	\$ -	\$ 3,286,443
5521 Debt Service - Principal	\$ 5,615,515	\$ 4,760,050	\$ 4,542,428
5522 Debt Service - Interest	\$ -	\$ 886,098	\$ 841,133
5463 Nitrogen Credits <sup>8</sup>	\$ 47,231	\$ 47,231	\$ -
<b>TOTAL</b>	<b>\$ 16,274,889</b>	<b>\$ 13,543,465</b>	<b>\$ 17,565,365</b>

<sup>1</sup> Includes step increases. No COL increases.  
<sup>2</sup> Assumes CPI increase of 2.0% and nitrogen credit share of \$73,237 as per Amendment #2.  
<sup>3</sup> Salaries, benefits and other direct costs for City support services including Finance Department (Tax Collector, Tax Assessor, Comptroller, IT, and Management & Budget).  
 Also includes allocation for DPW management.  
<sup>4</sup> Assumes 2% increase over previous year.  
<sup>5</sup> Legal fees are higher due to MLP litigation.  
<sup>6</sup> Per Finance Department.  
<sup>7</sup> Includes \$625K transfer from fund balance (shown on revenue sheet). Replacement reserve funded at \$2,114,932. Funds to be used for rate stabilization in future years related to multiple collection system projects and Phase III biosolids handling facility project included in WPCA Financial Model.  
<sup>8</sup> CTDEEP published credit price for FY15-16. The WPCA receives credits for FY16-17 - see revenue sheet



CITY OF NORWALK, DEPARTMENT OF FINANCE  
Office of the Director


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

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

**MEMORANDUM**

DATE: May 2, 2016

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: Health Department Capital Project Close Out and Special Appropriation  
for the HVAC Project.

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Attached is a request from Tim Callahan Director of Health, to close out one (1) completed Health Department capital project and re-appropriate these funds to cover the remainder of the HVAC System Upgrade project.

As outlined in the attached memo, Mr. Callahan is requesting the Security System Replacement Project (C0552) be closed out and the available balance of \$6,400 be returned to the capital fund balance.

Mr. Callahan is requesting that the City approve a special capital appropriation in the same amount (\$6,400) to finish the HVAC system upgrade project (C0453) at the Health Department. The original appropriation for this project was \$150,000.00. Last fiscal year \$28,195 was transferred into this account from the capital fund balance to cover the cost of the bids that came in over what was originally budgeted. At this point, all \$178,195 appropriated to this project has been expended, but, according to Mr. Callahan's memo, there are still some costs remaining. This \$6,400 appropriation will cover all remaining expenses and complete this project.

**ACTION REQUESTED:**

1. Close out the following capital project, Health Department Security System Replacement (C0552) with an available balance of \$6,400.
2. RESOLUTION: Approve a special capital appropriation in the amount of \$6,400 to fund HVAC repairs at the Health Department building. Account #(C0453).

The most feasible means to finance this special appropriation is from the capital fund balance with funds specifically coming from the closed out Health Department project.





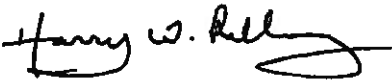
OFFICE OF THE MAYOR

HARRY W. RILLING

**MEMORANDUM**

DATE: May 2, 2016

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

FROM: Harry Rilling, Mayor 

RE: Health Department Capital Project Close Out and Special Appropriation  
for the HVAC Project.

---

Attached is a request from Tim Callahan Director of Health, to close out one (1) completed Capital Project and to re-appropriate these funds to cover the remaining costs of the HVAC System Replacement at the Health Department.

The attached back-up documentation provides an explanation for this request, and the Finance Director's statement concerning the most feasible means to finance this appropriation is also attached.

**ACTION REQUESTED:**

1. Close out the following capital project, Health Department Security System Replacement (C0552) with an available balance of \$6,400.
2. RESOLUTION: Approve a special capital appropriation in the amount of \$6,400 to fund HVAC repairs at the Health Department building. Account #(0453).

Cc: Tim Callahan, Director of Health

# Norwalk

## MEMORANDUM

April 21, 2016

To: Robert Barron, Finance Director

From: Tim Callahan TC

Re Special Capital Appropriation

The HVAC Replacement project # 09142012-5777-C0453 budget of \$150,000 is fully expended. The Basement HVAC replacement is nearly complete. At this point Salamone and Associates, the design and project management firm, is owed \$2,100 and will complete additional work costing approximately \$900. The construction work remaining is the fabrication and installation of a metal grate over the exhaust pit. Salamone's estimate for this work is between \$3,000 and \$3,500. The total funds necessary to complete the project will be in the neighborhood of \$6,500.

The Security Replacement project # 09152012-5777-C0552 budget of \$18,000 is complete and came in under budget leaving a \$6,400 available balance. I am requesting the Security Alarm Replacement project be closed and a special appropriation of a like amount to be made to the HVAC Replacement project.



**DEPARTMENT OF FINANCE**  
**Accounting & Treasury**

**MEMORANDUM**

DATE: April 28, 2016

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

FROM: Frederic Gilden, Comptroller *Frederic G. Gilden*

RE: FY 2016-17 Capital Budget Bond Authorization

Attached is a resolution prepared by bond counsel necessary to implement the FY 2016-17 capital budget that was approved by the Common Council on April 12, 2016. This resolution authorizes capital appropriations totaling \$29,034,000 (the gross amount of the approved FY 2016-17 capital budget), and authorizes the issuance of \$23,902,000 of general obligation bonds to finance these appropriations. The remaining balance of the appropriation totaling \$5,132,000 will be finance from a combination of State grants (\$632,000) and an available balance in fund net position within the WPCA Enterprise Fund (\$4,500,000).

This resolution authorizes the City to sell general obligation tax-exempt bonds to finance these capital appropriations. Various provisions of the attached resolution are necessary to ensure compliance with State and Federal laws which govern the sale of debt by municipalities. The resolution provides for the use of a bond sale committee consisting of the President of the Common Council, Majority Leader, Minority Leader, and Finance Committee Chairman to approve all bond sales. This is the same bond sale procedure that has been used in the past.

RESOLUTION MAKING APPROPRIATIONS FOR VARIOUS PUBLIC IMPROVEMENTS AGGREGATING \$29,034,000 FOR THE 2016-2017 CAPITAL BUDGET AND AUTHORIZING THE ISSUANCE OF \$23,902,000 GENERAL OBLIGATION BONDS OF THE CITY TO MEET CERTAIN APPROPRIATIONS IN THE 2016-2017 CAPITAL BUDGET.

RESOLVED:

Section 1. Appropriations aggregating \$29,034,000 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:

<b>Police</b>		
Mobile Command Vehicle	\$ 119,000	
Tactical Ballistic Helmets	18,000	
License Plate Reader System	30,000	
<b>Subtotal - Police</b>		\$ 167,000
<b>Fire</b>		
Apparatus Replacement	550,000	
Various Stations: Repairs & Replacements	35,000	
Fire Truck Intercom Headsets	25,000	
<b>Subtotal - Fire</b>		610,000
<b>Public Works</b>		
Pavement Markings and Signage	300,000	
Projected Crosswalks / Warnings	50,000	
Perry Avenue Bridge Over Norwalk River	64,000	
Glover Avenue Bridge Improvements	300,000	
Fleet Replacement	650,000	
Pavement Management Program	5,750,000	
Norwalk River Valley Trail	300,000	
Sidewalk & Curbing	350,000	
Footpath Replacement	50,000	
General Drainage	250,000	
Watercourse Maintenance	617,000	
Southwind/Marlin Area Drainage System	125,000	
City Hall Repairs & Improvements	780,000	
Sidewalk & Curb - City Building & Property	20,000	
Various City Bldgs: General Capital Repairs	50,000	
Public Works Centers Repairs/Improvements	295,000	
Energy Conservation Various Locations	25,000	
Police Headquarters	98,000	
Ben Franklin Mechanical Upgrade	20,000	
Main Library Repairs and Improvements	35,000	
Environmental Remediation	20,000	
Alternative Energy Installation	20,000	
Tree Planting General	50,000	
Transfer Station - Repairs	70,000	
<b>Subtotal - Public Works</b>		10,289,000

<b>Parking Authority</b>		
Parking Facilities	756,000	
Revenue Control / Smart Parking	250,000	
<b>Subtotal - Parking Authority</b>		<b>1,006,000</b>
<b>Water Pollution Control Authority</b>		
Collection System Rehabilitation	1,000,000	
Solids Handling Facility	3,000,000	
WWTP Siphon Sluice Gates Rehabilitation	500,000	
<b>Subtotal - WPCA</b>		<b>4,500,000</b>
<b>Board of Education</b>		
Facilities Assessment Study Implementation	2,500,000	
WRMS Window/ Door Replacement	1,025,000	
District Building Management System	500,000	
District Paving, Concrete and Site Work	200,000	
District Technology	775,000	
Norwalk Early Childhood Center Playscape	150,000	
Capital Repairs and Replacements	200,000	
Asbestos Abatement Program	300,000	
<b>Subtotal - Board of Education</b>		<b>5,650,000</b>
<b>Recreation &amp; Parks</b>		
Vehicles	118,000	
Veterans Memorial Park	1,000,000	
Brien McMahon Turf Fields Replacement	1,850,000	
Basketball & Tennis Courts	330,000	
School & Park Playgrounds	150,000	
Calf Pasture Beach	38,000	
Paving Sidewalk Projects	25,000	
Backstop & Fencing Improvements	50,000	
Tree Planting	50,000	
Wallace Bell Park Garage	25,000	
Open Space Fund	50,000	
<b>Subtotal - Recreation &amp; Parks</b>		<b>3,686,000</b>
<b>Library</b>		
Strategic Plan	20,000	
Main Library Children's Rooms Renovation	66,000	
Norwalk Newspaper Digitization	21,000	
Main Library's North Entryway	61,000	
<b>Subtotal - Library</b>		<b>168,000</b>

<b>Historical Commission</b>		
Mill Hill Master Plan - ADA Access	95,000	
Lockwood Mathews Mansion Roof Repair	150,000	
Lockwood House Museum ADA Access	100,000	
WPA Murals	20,000	
Lockwood Mathews Mansion Improvements	75,000	
Museum Collection Archive	10,000	
Mathews Park Buildings	15,000	
Cemetery Conservation / Restoration	15,000	
Barn/Smith Street Buildings	10,000	
<b>Subtotal - Historical Commission</b>		<b>490,000</b>
<b>Redevelopment Agency</b>		
Wall Street Improvements	500,000	
Choice Neighborhoods District	250,000	
Affordable Housing	250,000	
Transit Oriented Development	250,000	
Facade Improvements	160,000	
<b>Subtotal - Redevelopment Agency</b>		<b>1,410,000</b>
<b>Information Technology</b>		
Citywide IT Projects	383,000	
<b>Subtotal - Information Technology</b>		<b>383,000</b>
<b>Health</b>		
Fire Monitoring and Alarm System	125,000	
<b>Subtotal - Health</b>		<b>125,000</b>
<b>Human Relations &amp; Fair Rent</b>		
ADA Compliance	250,000	
<b>Subtotal - Human Relations &amp; Fair Rent</b>		<b>250,000</b>
<b>Sixth Taxing District</b>		
Renovate Community Center	300,000	
<b>Subtotal - Sixth District</b>		<b>300,000</b>
<b>Grand Total - Capital Budget 2016-17</b>		<b>\$29,034,000</b>

Section 2. To meet such portion of the appropriation for each Department not funded from other sources, a maximum of \$23,902,000 bonds of the City are hereby authorized to be issued to fund the Projects set forth below:

<b>Police</b>		
Mobile Command Vehicle	\$ 119,000	
Tactical Ballistic Helmets	18,000	
License Plate Reader System	30,000	
<b>Subtotal - Police</b>		<b>\$ 167,000</b>
<b>Fire</b>		
Apparatus Replacement	550,000	
Various Stations: Repairs & Replacements	35,000	
Fire Truck Intercom Headsets	25,000	
<b>Subtotal - Fire</b>		<b>610,000</b>

<b>Public Works</b>		
Pavement Markings and Signage	300,000	
Projected Crosswalks / Warnings	50,000	
Perry Avenue Bridge Over Norwalk River	64,000	
Glover Avenue Bridge Improvements	300,000	
Fleet Replacement	650,000	
Pavement Management Program	5,118,000	
Norwalk River Valley Trail	300,000	
Sidewalk & Curbing	350,000	
Footpath Replacement	50,000	
General Drainage	250,000	
Watercourse Maintenance	617,000	
Southwind/Marlin Area Drainage System	125,000	
City Hall Repairs & Improvements	780,000	
Sidewalk & Curb - City Building & Property	20,000	
Various City Bldgs: General Capital Repairs	50,000	
Public Works Centers Repairs/Improvements	295,000	
Energy Conservation Various Locations	25,000	
Police Headquarters	98,000	
Ben Franklin Mechanical Upgrade	20,000	
Main Library Repairs and Improvements	35,000	
Environmental Remediation	20,000	
Alternative Energy Installation	20,000	
Tree Planting General	50,000	
Transfer Station - Repairs	70,000	
<b>Subtotal - Public Works</b>		<b>9,657,000</b>
<b>Parking Authority</b>		
Parking Facilities	756,000	
Revenue Control / Smart Parking	250,000	
<b>Subtotal - Parking Authority</b>		<b>1,006,000</b>
<b>Board of Education</b>		
Facilities Assessment Study Implementation	2,500,000	
WRMS Window/ Door Replacement	1,025,000	
District Building Management System	500,000	
District Paving, Concrete and Site Work	200,000	
District Technology	775,000	
Norwalk Early Childhood Center Playscape	150,000	
Capital Repairs and Replacements	200,000	
Asbestos Abatement Program	300,000	
<b>Subtotal - Board of Education</b>		<b>5,650,000</b>
<b>Recreation &amp; Parks</b>		
Vehicles	118,000	
Veterans Memorial Park	1,000,000	
Brien McMahon Turf Fields Replacement	1,850,000	
Basketball & Tennis Courts	330,000	
School & Park Playgrounds	150,000	
Calf Pasture Beach	38,000	
Paving Sidewalk Projects	25,000	
Backstop & Fencing Improvements	50,000	
Tree Planting	50,000	

	Wallace Bell Park Garage	25,000	
	Open Space Fund	50,000	
<b>Subtotal - Recreation &amp; Parks</b>			<b>3,686,000</b>
<b>Library</b>			
	Strategic Plan	20,000	
	Main Library Children's Rooms Renovation	66,000	
	Norwalk Newspaper Digitization	21,000	
	Main Library's North Entryway	61,000	
<b>Subtotal - Library</b>			<b>168,000</b>
<b>Historical Commission</b>			
	Mill Hill Master Plan - ADA Access	95,000	
	Lockwood Mathews Mansion Roof Repair	150,000	
	Lockwood House Museum ADA Access	100,000	
	WPA Murals	20,000	
	Lockwood Mathews Mansion Improvements	75,000	
	Museum Collection Archive	10,000	
	Mathews Park Buildings	15,000	
	Cemetery Conservation / Restoration	15,000	
	Barn/Smith Street Buildings	10,000	
<b>Subtotal - Historical Commission</b>			<b>490,000</b>
<b>Redevelopment Agency</b>			
	Wall Street Improvements	500,000	
	Choice Neighborhoods District	250,000	
	Affordable Housing	250,000	
	Transit Oriented Development	250,000	
	Facade Improvements	160,000	
<b>Subtotal - Redevelopment Agency</b>			<b>1,410,000</b>
<b>Information Technology</b>			
	Citywide IT Projects	383,000	
<b>Subtotal - Information Technology</b>			<b>383,000</b>
<b>Health</b>			
	Fire Monitoring and Alarm System	125,000	
<b>Subtotal - Health</b>			<b>125,000</b>
<b>Human Relations &amp; Fair Rent</b>			
	ADA Compliance	250,000	
<b>Subtotal - Human Relations &amp; Fair Rent</b>			<b>250,000</b>
<b>Sixth Taxing District</b>			
	Renovate Community Center	300,000	
<b>Subtotal - Sixth District</b>			<b>300,000</b>
<b>Grand Total - Capital Budget 2016-17</b>			<b>\$23,902,000</b>

Section 3. Said bonds may be issued and sold, subject to final approval by the Committee (as defined and described below) 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. Subject to final approval by the Committee, the bonds of each series shall mature not later than the maximum maturity permitted by the General Statutes of Connecticut, as amended from time to time (the "Connecticut General Statutes"), 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, Comptroller and the Director of Finance, bear the City seal or a facsimile thereof, be payable at a bank or trust company designated by the Director of Finance, be certified by such 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 Pullman & Comley, LLC, Attorneys at Law. 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 Common Council hereby delegates to the Mayor and the Director of Finance, subject to the final approval of the President of the Common Council, the Majority Leader of the Common Council, the Minority Leader of the Common Council, and the Chairman of the Finance Committee of the Common Council, or any two of them (the "Committee"), the authority to determine the number of series to be issued, the principal amount of the bonds of each series to be issued, the annual installments of principal, redemption provisions, if any, and other terms, details and particulars of such bonds including the rate or rates of interest payable thereon and the terms of any purchase agreement executed in connection with the sale of the bonds in a negotiated underwriting.

Section 4. Said bonds shall be sold by the Mayor and Director of Finance in a competitive offering or by negotiation, in their 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. If the bonds are sold by negotiation, the purchase agreement shall be signed by the Mayor and the Finance Director, subject to the final approval by the Committee. The Mayor and the Director of Finance are authorized to prepare and distribute preliminary and final Official Statements of the City for use in connection with the offering and sale of any bonds.

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, and be approved as to their legality by Pullman & Comley, LLC 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. In connection with the issuance of any bonds or notes authorized herein, the City may exercise any power delegated to municipalities pursuant to Section 7-370b, as may be approved and executed by the Mayor and the Director of Finance, including the authority to enter into agreements

moderating interest rate fluctuation, provided any such agreement or exercise of authority shall be subject to final approval by the Committee.

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 secured as to both principal and interest by (i) a pledge of revenues to be derived from sewage system use and/or connection charges, benefit assessments, or both, (ii) the full faith and credit of the City, or (iii) any combination of (i) and (ii) above. 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. Any appropriation, or portion thereof, 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 of the City.

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. The Director of Finance is authorized to amend such expression of official intent to bind the City pursuant to such changes he deems necessary or advisable to maintain the continued exemption from federal income taxation of interest on the 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 is 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.



**DEPARTMENT OF FINANCE**  
**Accounting & Treasury**

**MEMORANDUM**

**DATE:** April 28, 2016

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

**FROM:** Frederic Gilden, Comptroller 

**RE:** Authorization for Refunding Bonds

Attached is a resolution prepared by bond counsel necessary to refund certain current bonds. We are currently evaluating several proposals to refund which may or may not finally occur. One has a cash flow savings of \$309,000 on \$11 million of bonds. The other option is cash flow savings of another \$300,000 on \$8.9 million of bonds. Our financial advisor constantly looks at refunding possibilities and we may need to act on refunding opportunities quickly so we are asking for the maximum potential bonds of \$47,500,000 that can be refunded through December 31, 2016.

The resolution provides for the use of a bond sale committee consisting of the President of the Common Council, Majority Leader, Minority Leader, and Finance Committee Chairman to approve all bond sales. This is the same bond sale procedure that has been used in the past.

**RESOLUTION WITH RESPECT TO THE AUTHORIZATION, ISSUANCE  
AND SALE OF UP TO \$47,500,000 CITY OF NORWALK GENERAL  
OBLIGATION REFUNDING BONDS**

**RESOLVED:**

**Section 1.** A maximum amount of \$47,500,000 General Obligation Refunding Bonds (the "Refunding Bonds") of the City of Norwalk, Connecticut (the "City") may be issued and sold, subject to final approval by the Committee (as defined and described below), in one or more series, in such principal amounts, as the Mayor and the Director of Finance shall determine to be in the best interest of the City for the purpose of achieving net present value savings and/or to moderate debt service payments. The Refunding Bonds are hereby authorized to refund all or any portion of any one or more series of the City's outstanding General Obligation Bonds (the "Refunded Bonds"). Subject to final approval by the Committee, each series of Refunding Bonds shall mature in such amounts and on such date or dates as shall be determined by the Mayor and the Director of Finance, provided that no Refunding Bonds shall mature later than the final maturity date of the last maturity of any Refunded Bonds being refunded by such series. The Refunding Bonds shall be executed in the name and on behalf of the City by the manual or facsimile signatures of the Mayor, the Comptroller, and the Director of Finance, bear the City seal or a facsimile thereof, and be approved as to their legality by Pullinan & Comley, LLC, Bond Counsel. The Refunding Bonds shall be general obligations of the City and each of the Refunding 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 principle thereof and interest thereon. The net proceeds of the sale of the Refunding Bonds, after payment of the underwriter's discount and other costs of issuance, shall be deposited in an irrevocable escrow account in an amount sufficient to pay the principal of, interest and redemption premium, if any, due on the Refunded Bonds to maturity or earlier redemption pursuant to the plan of refunding. The Mayor and the Director of Finance are authorized to appoint an escrow agent and other professionals, including the certifying, paying, registrar and transfer agent for the Refunding Bonds, and to execute and deliver any and all escrow, investment and related agreements necessary to provide for any debt service or redemption payments on the Refunded Bonds and to provide for the transaction contemplated hereby. The Common Council hereby delegates to the Mayor and the Director of Finance, subject to the final approval of the President of the Common Council, the Majority Leader of the Common Council, the Minority Leader of the Common Council, and the Chairman of the Finance Committee of the Common Council, or any two of them (the "Committee"), the authority to determine the number of series to be issued, the principal amount of the Refunding Bonds of each series to be issued, the annual installments of principal, redemption provisions, if any, and other terms, details and particulars of such Refunding Bonds including the rate or rates of interest payable thereon and the terms of any purchase agreement executed in connection with the sale of the Refunding Bonds in a negotiated underwriting.

**Section 2.** The Refunding Bonds shall be issued and sold either in a negotiated underwriting or a competitive offering, at such time or times as the Mayor and the Director of Finance shall determine to be the most opportune for the City. If sold in a competitive offering, the Refunding 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. If the Refunding Bonds are sold by negotiation, the purchase agreement shall be signed by the Mayor and the Finance Director, subject to the final approval of the Committee. The Mayor and the Director of Finance, are authorized to prepare and distribute preliminary and final Official Statements of the City for use in connection with the offering and sale of any Refunding Bonds, and they are hereby authorized to execute and deliver on behalf of the City, a continuing disclosure agreement, a tax regulatory agreement, agreements moderating interest rate fluctuation pursuant to Section 7-370b subject to final approval by the Committee, and such other agreements, instruments, documents and certificates necessary or desirable for the issuance of the Refunding Bonds and the debt service or redemption payments on the Refunded Bonds.

**Section 3.** This resolution shall be effective until December 31, 2016.

**Gilden, Frederic**

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**From:** Bill Lindsay <bill.lindsay@ibicllc.com>  
**Sent:** Tuesday, March 08, 2016 1:47 PM  
**To:** Gilden, Frederic  
**Subject:** Refunding Resolution

Hi Fred,

The aggregate amount for the resolution should be \$47,500,000 rounding up for issuance costs. That would include all of the callable maturities of the City's 2012, 2013 and 2014 series. Not all of those maturities are in the money but that amount would provide the most financial flexibility. The breakdown is as follows:

- 2012 Series - \$21,650,000
- 2013 Series - \$15,000,000
- 2014 Series - \$10,600,000

Let me know if you have any questions.

Bill

Bill Lindsay, C.I.P.M.A  
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Email from City's Financial Advisor