

NORWALK DEVELOPMENT AGENCY

CHAIRMAN
Felix R. Serrano

COMMISSIONERS
Lisa M. Cooper
John E. Igneri
William R. Speirs
David G. Westmoreland

EXECUTIVE DIRECTOR
Brian T. Bidolli

TO: MEMBERS, NORWALK REDEVELOPMENT AGENCY

FROM: FELIX R. SERRANO, CHAIRMAN

DATE: July 10, 2020

RE: MEETING NOTICE

The next Meeting of the Norwalk Redevelopment Agency will be held on Wednesday, July 15th, 2020 at 5:30 p.m. at 3 Belden Avenue, First Floor. Due to the ongoing public health situation the regular meeting will be held as a Zoom videoconference via the link provided below:

**July 15th, 2020
5:30 P.M.
REGULAR MEETING
A G E N D A**

ZOOM Link: <https://arizona.zoom.us/j/3195440566>

CALL TO ORDER

ROLL CALL

PUBLIC PARTICIPATION

I. ADMINISTRATION

1. APPROVAL OF MINUTES
 - i. Approve Minutes of the June 9th, 2020 Regular Meeting
2. FINANCE
 - i. Approve Norwalk Redevelopment Agency Revenue and Expenditures Statements for Operating Fund 100 for Year-to-Date May 31, 2020.

II. BUSINESS

1. ELECTION OF OFFICERS
2. STRATEGIC PLAN UPDATE
3. WALL STREET PLACE – PHASE I DEVELOPMENT
 - i. Approve the amended land disposition and development agreement (“LDA”) by and between the city of Norwalk, the Redevelopment Agency of the City of Norwalk and POKO-IWSR Developers, LLC, dated November 14, 2007 (as amended), and the proposed amendment to the loan recognition agreement (“LRA”), by and between POKO-IWSR Developers, LLC, the City of Norwalk, the Redevelopment Agency of the City Norwalk, Citibank, N.A., dated November 14, 2007 (as amended); and authorize the Agency Chairman to execute any and all documents associated with the amended LDA and LRA as necessary to allow for the proposed development by Municipal Holdings, LLC to complete the Phase I construction of the Wall Street Place Project.

III. NEW BUSINESS

IV. OLD BUSINESS

ADJOURNMENT

**NORWALK REDEVELOPMENT
AGENCY
REGULAR MEETING
June 9, 2020**

ATTENDANCE: Felix Serrano, Chair; Lisa Cooper, John Igneri, William Speirs,
David Westmoreland

STAFF: Brian Bidolli, Executive Director; Eugenia Lupinski, Finance
Director

COUNSEL: Marc Grenier, Esq.

CALL TO ORDER

Mr. Serrano called meeting to order at 5:33 p.m.

ROLL CALL

Mr. Serrano noted that quorum was present.

PUBLIC PARTICIPATION

There was no public participation.

I. ADMINISTRATION

1. Approval of Minutes

- i. Approve minutes of the May 12, 2020 Regular Meeting

****MS. COOPER MOTIONED TO APPROVE MINUTES OF THE MAY 12,
2020 REGULAR MEETING**

****MR. IGNERI SECONDED**

**** THE MOTION PASSED UNANIMOUSLY**

2. Finance

- i. Approve Norwalk Redevelopment Agency Revenue and Expenditure Statements
for Operating Fund 100 for Year-to-Date April 30, 2020.

Ms. Lupinski provided an overview of Operating Fund 100 and financial statements for the reporting period. Mr. Speirs requested additional information explaining favorable or

unfavorable variances be included in the staff report moving forward. Ms. Lupinski indicated this would be possible to accommodate.

****MR. SPEIRS MOTIONED TO APPROVE NORWALK REDEVELOPMENT AGENCY REVENUE AND EXPENDITURE STATEMENT AND BALANCE SHEET FOR APRIL 30, 2020**

****MS. COOPER SECONDED**

**** THE MOTION PASSED UNANIMOUSLY**

- ii. Approve FY 2020-2021 Agency Budget

Mr. Bidolli provided an overview of the FY 2020-2021 Agency budget as developed by himself and Ms. Lupinski. He described reductions in personnel and operations expenses, and discussed the need to increase the legal budget as result of expenses incurred during the previous year.

****MR. SPEIRS MOTIONED TO APPROVE THE FY 2020-2021 AGENCY BUDGET**

****MS. COOPER SECONDED**

**** THE MOTION PASSED UNANIMOUSLY**

II. BUSINESS

1. Agency Work Program Status Report

Mr. Bidolli provided an overview of the Agency's work program detailing staff assignments and projected schedules. He discussed adjustments made to the outreach program for the Agency Strategic Plan which would move to an online outreach program given concerns related to COVID-19.

He further discussed the status of the South Norwalk Train Station Planning project indicating a Request for Proposals would be issued sometime next month. He highlighted progress made in the CDBG program, and discussed the public involvement and marketing program for the upcoming year.

III. EXECUTIVE SESSION

****MS. COOPER MOTIONED TO ENTER INTO EXECUTIVE SESSION FOR A DISCUSSION ON THE AGENCY PERSONNEL POLICY AND UPDATE ON LITIGATION TITLED CITY OF NORWALK AND CITY OF NORWALK REDEVELOPMENT AGENCY VS. ILSR OWNERS, LLC AND WALL STREET OPPORTUNITY FUND LLC, WHICH IS CURRENTLY PENDING IN THE STAMFORD-NORWALK JUDICIAL DISTRICT AT STAMFORD**

City of Norwalk
Redevelopment
Agency
May 12, 2020

****MR. WESTMORELAND SECONDED
** THE MOTION PASSED UNANIMOUSLY**

1. Agency Personnel Policy
2. Discussion and update on litigation titled City of Norwalk and City of Norwalk Redevelopment Agency vs. ILSR Owners, LLC and Wall Street Opportunity Fund LLC, which is currently pending in the Stamford-Norwalk Judicial District at Stamford.

The meeting went into executive session at 5:53 pm.

The meeting came out of executive session at 6:18 pm. A discussion was held regarding the items as described.

IV. POSSIBLE ACTION RELATED TO III.1

****MS. COOPER MOVED TO APPROVE THE AGENCY 2020 PERSONNEL POLICY AS DISCUSSED IN EXECUTIVE SESSION.
**MR.IGNERI SECONDED
** THE MOTION PASSED UNANIMOUSLY**

V. POSSIBLE ACTION RELATED TO III.2

****MR. WESTMORELAND MOVED TO APPROVE THE ADDITION OF BARCLAY DAMON TO REPRESENT THE AGENCY AS SPECIAL COUNSEL REGARDING WALL STREET PLAN AREA MATTERS AS DISCUSSED IN EXECUTIVE SESSION.
**MR.IGNERI SECONDED
** THE MOTION PASSED UNANIMOUSLY**

VI. NEW BUSINESS

No new business was discussed.

VII. OLD BUSINESS

No old business was discussed.

ADJOURNMENT

****MR. IGNERI MOTIONED TO ADJOURN THE JUNE 9, 2020 REGULAR MEETING**

****MS> COOPED SECONDED**

**** THE MOTION PASSED UNANIMOUSLY**

The meeting adjourned at 6:23 p.m.

Respectfully submitted,

B. Bidolli
Norwalk Redevelopment Agency

Norwalk Redevelopment Agency
Explanation of Statement of Revenues & Expenditures
Year-To-Date May 31, 2020

- Operating Fund 100 had revenues of \$1,391,422 versus budgeted revenues of \$1,363,787 for a favorable variance of \$27,635 primarily due to a payment of a bridge loan from Canaan Baptist Church which resulted in higher miscellaneous revenue of \$47,011.
- Total actual expenditures of \$1,488,061 versus budgeted total expenditures of \$1,369,603 resulted in an unfavorable variance of \$118,458. This is mainly due to an unfavorable variance in legal expenses of \$291,556 for Wall Street litigation which was mostly offset by a favorable variance in personnel costs of \$131,735 resulting from the Agency reorganization.
- The actual operating deficit of \$96,639 versus a budgeted operating deficit of \$5,816 resulted in an unfavorable variance of \$90,823.

Norwalk Redevelopment Agency Inc.
Statement of Revenues and Expenditures - Board Rev & Exp Comparison-YTD, Budget, Prior YTD
100 - NRA Operating - Fund 100
From 7/1/2019 Through 5/31/2020
(In Whole Numbers)

	<u>YTD Actual</u>	<u>YTD Budget</u>	<u>YTD Variance</u>	<u>Prior YTD Actual</u>	<u>Annual Budget</u>	<u>Annual Budget \$ Remaining</u>
REVENUES						
Grant Revenues						
Grants - City Positions	128,769	132,279	(3,510)	346,269	144,304	15,535
Grants - NRA Project Funds	754,694	754,694	(0)	764,141	823,303	68,609
Grants - CDBG City Neighborhoods	224,495	228,250	(3,755)	239,326	249,000	24,505
Grants - CDBG Program Admin	171,292	164,511	6,781	162,529	179,467	8,175
Grants - Other	3,280	48,550	(45,270)	11,160	52,964	49,684
Total Grant Revenues	<u>1,282,531</u>	<u>1,328,285</u>	<u>(45,754)</u>	<u>1,523,424</u>	<u>1,449,038</u>	<u>166,507</u>
Other Revenues						
Interest Income from Notes	16,702	1,983	14,719	11,952	2,163	(14,539)
Interest Income - Other	20,970	29,950	(8,980)	32,254	32,673	11,703
Miscellaneous Revenues	50,580	3,570	47,011	6,164	3,894	(46,686)
Rental Income	20,639	0	20,639	0	0	(20,639)
Total Other Revenues	<u>108,892</u>	<u>35,503</u>	<u>73,389</u>	<u>50,369</u>	<u>38,730</u>	<u>(70,162)</u>
Total REVENUES	<u>1,391,422</u>	<u>1,363,787</u>	<u>27,635</u>	<u>1,573,793</u>	<u>1,487,768</u>	<u>96,346</u>
EXPENDITURES						
Personnel						
Salaries	713,059	837,469	124,410	928,167	907,258	194,199
Taxes & Benefits	279,390	286,715	7,325	343,146	312,780	33,390
Total Personnel	<u>992,449</u>	<u>1,124,184</u>	<u>131,735</u>	<u>1,271,312</u>	<u>1,220,038</u>	<u>227,589</u>
Administrative Expenses						
Professional Fees - Legal	309,235	17,679	(291,556)	688,272	19,286	(289,949)
Professional Fees - Other	11,458	14,884	3,426	11,000	16,237	4,779
Consultants/Contracted Svcs	27,431	3,382	(24,049)	1,760	3,689	(23,742)
Occupancy	98,873	96,513	(2,359)	0	105,287	6,414
Office Expenses	19,700	31,932	12,232	21,431	34,835	15,135
Insurance	9,059	15,911	6,852	8,534	17,357	8,298
I.T. Expense	6,221	17,645	11,424	9,293	19,249	13,028
Training	5,444	16,026	10,582	11,004	17,483	12,039
Agency Marketing	8,055	27,683	19,628	18,490	30,200	22,145
Miscellaneous	135	3,765	3,630	668	4,107	3,972
Total Administrative Expenses	<u>495,612</u>	<u>245,419</u>	<u>(250,192)</u>	<u>770,451</u>	<u>267,730</u>	<u>(227,882)</u>
Total EXPENDITURES	<u>1,488,061</u>	<u>1,369,603</u>	<u>(118,458)</u>	<u>2,041,763</u>	<u>1,487,768</u>	<u>(293)</u>
NET OPERATING SURPLUS/(DEFICIT)	<u>(96,639)</u>	<u>(5,816)</u>	<u>(90,823)</u>	<u>(467,970)</u>	<u>0</u>	<u>96,639</u>

Norwalk Redevelopment Agency Inc.
Statement of Revenues and Expenditures
100 - NRA Operating - Fund 100
From 5/1/2020 Through 5/31/2020
(In Whole Numbers)

	<u>Month Actual</u>	<u>Month Budget</u>	<u>Month Variance</u>	<u>Prior Year Month</u>
REVENUES				
Grant Revenues				
Grants - City Positions	8,516	12,025	(3,509)	31,479
Grants - NRA Project Funds	68,609	68,609	0	55,831
Grants - CDBG City Neighborhoods	5,355	20,750	(15,395)	21,674
Grants - CDBG Program Admin	7,604	14,956	(7,352)	9,215
Grants - Other	0	4,414	(4,414)	433
Total Grant Revenues	<u>90,083</u>	<u>120,753</u>	<u>(30,670)</u>	<u>118,632</u>
Other Revenues				
Interest Income from Notes	856	180	675	149
Interest Income - Other	99	2,723	(2,624)	3,694
Miscellaneous Revenues	0	325	(325)	130
Rental Income	(45)	0	(45)	0
Total Other Revenues	<u>910</u>	<u>3,228</u>	<u>(2,318)</u>	<u>3,974</u>
Total REVENUES	<u>90,993</u>	<u>123,981</u>	<u>(32,988)</u>	<u>122,605</u>
EXPENDITURES				
Personnel				
Salaries	61,074	69,789	8,715	95,451
Taxes & Benefits	25,892	26,065	173	35,691
Total Personnel	<u>86,966</u>	<u>95,854</u>	<u>8,888</u>	<u>131,142</u>
Administrative Expenses				
Professional Fees - Legal	4,944	1,607	(3,337)	78,727
Professional Fees - Other	1,042	1,353	311	1,000
Consultants/Contracted Svcs	0	307	307	960
Occupancy	9,407	8,774	(633)	0
Office Expenses	1,878	2,903	1,025	935
Insurance	4,389	1,446	(2,943)	396
I.T. Expense	318	1,604	1,286	447
Training	175	1,457	1,282	34
Agency Marketing	595	2,517	1,922	420
Miscellaneous	3	342	339	130
Total Administrative Expenses	<u>22,750</u>	<u>22,311</u>	<u>(439)</u>	<u>83,048</u>
Total EXPENDITURES	<u>109,716</u>	<u>118,165</u>	<u>8,449</u>	<u>214,191</u>
NET OPERATING SURPLUS/(DEFICIT)	<u>(18,723)</u>	<u>5,816</u>	<u>(24,539)</u>	<u>(91,585)</u>

NORWALK DEVELOPMENT AGENCY

TO: MEMBERS, NORWALK REDEVELOPMENT AGENCY
FROM: BRIAN BIDOLLI, EXECUTIVE DIRECTOR
RE: PROPOSAL FOR PHASE I WALL STREET PLACE AND RELATED AGREEMENTS
DATE: July 7th, 2020

Attached is the revised Wall Street Place Phase I proposal as submitted to the City of Norwalk ("City") and the Redevelopment Agency ("Agency") on June 25, 2020 by Municipal Holdings LLC (an affiliate of Citibank) and their recommended Redeveloper the JHM Financial Group, LLC ("JHM"). Also attached are the proposed amendments to the Land Disposition Agreement ("LDA") and Loan Recognition Agreement ("LRA"). The public parties have been in negotiation with Citibank and JHM regarding the Phase I proposal since Municipal Holdings LLC acquired title to the property in July 2017. Those negotiations included a formal mediation process. The terms set forth in the Phase I proposal were negotiated by the public parties.

The Planning Committee conducted a Special Meeting on July 2, 2019 where there was public comment and JHM presented the Phase I proposal and answered questions of the Committee. The Planning Committee also conducted a public hearing regarding the Phase I proposal on July 18, 2019. On July 18, 2019, the Planning Committee approved advancing the Phase I proposal, including the proposed amendments to the LDA and LRA, to the Common Council for its approval. On July 23, 2019, the full Common Council considered the proposal on July 23, 2019. At said meeting, the Council decided to send the proposal back to the Planning Committee after the applicant makes changes to the proposal based upon comments received at the Council's meeting. On July 2, 2020 the Planning Committee approved advancing the revised Phase I proposal and amendments to the LDA and LRA, to the Common Council for consideration. On July 14, 2020 the Common Council is scheduled to consider the revised project in advance of agency consideration of the proposed amendments.

REQUESTED ACTION:

1. Approve the amended land disposition and development agreement ("LDA") by and between the city of Norwalk, the Redevelopment Agency of the City of Norwalk and POKO-IWSR Developers, LLC, dated November 14, 2007 (as amended), and the proposed amendment to the loan recognition agreement ("LRA"), by and between POKO-IWSR Developers, LLC, the City of Norwalk, the Redevelopment Agency of the City Norwalk, Citibank, N.A., dated November 14, 2007 (as amended); and authorize the Agency Chairman to execute any and all documents associated with the amended LDA and LRA as necessary to allow for the proposed development by Municipal Holdings, LLC to complete the Phase I construction of the Wall Street Place Project.