

COURT OF COMMON COUNCIL



AGENDA

MEETING AUGUST 12, 2019

7:00 P.M.



PEACE - RECONCILIATION - HARMONY

**CITY OF HARTFORD
550 MAIN STREET
HARTFORD, CONNECTICUT 06103**

AGENDA
MEETING OF THE COURT OF COMMON COUNCIL
August 12, 2019

Approve minutes 4/8/19, 4/22/19, 5/13/19, 5/15(recessed meeting), 5/28/19, 6/10/19, 6/24/19, 7/8/19 & 7/15/19 (Special Meeting).

ACTION TAKEN

COMMUNICATIONS

1. MAYOR BRONIN, with accompanying resolution authorizing the City to accept a Historic Documents Preservation Grant in the amount of \$10,500.00.
2. MAYOR BRONIN, with accompanying resolution that would transfer funding within the FY 2019 budget in order to support planned capital expenditures in the FY 2020 budget, as previously approved by the City Council and the Municipal Accountability Review Board.
3. MAYOR BRONIN, with accompanying resolution abandoning the City's interest in Ogilby Drive and Dillon Road, which are part of Westbrook Village. As you know, the Housing Authority of the City of Hartford has begun a major redevelopment of Westbrook Village, which, when completed, will create hundreds of units of housing as part of a larger mixed-use development.
4. MAYOR BRONIN, with accompanying authorizing the City to accept a \$100,000 Made to Move Grant from Unilever's Degree Brand and Blue Zones, LLC.
5. MAYOR BRONIN, with accompanying resolution authorizing the City to apply for a 12-month extension to complete work on a three-year HCV/HIV Coinfection Project.
6. MAYOR BRONIN, with accompanying resolution authorizing the City to enter into a license agreement with the Capital Region Development Authority (CRDA) and sign other documents necessary for construction of the Naugatuck Street Extension in conjunction with the Brackett Knoll project.
7. MAYOR BRONIN, with accompanying resolution authorizing the City to accept a \$90,000.00 Operational Assistance grant from the Connecticut Department of Transportation for the city's Dial-a-Ride program.
8. MAYOR BRONIN, with accompanying resolution the appointment of Elijah Lombardi to the Commission on Human Relations.
9. MAYOR BRONIN, with accompanying resolution authorizing the city to apply for and accept \$3,356,404 in Ryan White Part A grant funds to provide medical and support services to individuals living with HIV/AIDS.
10. MAYOR BRONIN, with accompanying resolution authorizing the City of Hartford to accept two two-year grants from the Connecticut State Department of Education's Youth Service Bureau Grant Program. One grant is for approximately \$129,290 per year, and the other is for approximately \$17,440 per year.
11. MAYOR BRONIN, with accompanying resolution which would allow the City to exercise its option to extend the term of the agreement between the City of Hartford and Peter Seaman, LLC for the provision of Golf Professional Services at Goodwin Park Golf Course, on terms that are more financially advantageous to the City.
12. MAYOR BRONIN, with accompanying resolution authorizing the City of Hartford to accept three different funding allocations for FY 2020 from the State of Connecticut Division of Statewide Emergency Telecommunications Enhanced 9-1-1 Telecommunications fund.
13. MAYOR BRONIN, with accompanying resolution allowing the Department of Public Works, The City's Golf Professional, and the City's Golf Oversight Commission to implement a dynamic pricing model at both Keney Park and Goodwin Park Golf Courses, allowing them to reduce prices depending on certain circumstances.
14. MAYOR BRONIN, with accompanying resolution approving the transfer of \$404,513.18 of outstanding delinquent personal property taxes from the 2006 – 2016 Grand Lists to the suspense tax book. The City can still make efforts to collect these taxes, however transferring this amount will improve our accounting processes.

15. MAYOR BRONIN, with accompanying resolution authorizing the City to accept a Family Wellness Healthy Start grant from the Department of Public Works.
16. HEALTH AND HUMAN SERVICES COMMITTEE, communication concerning updates on Health & Human Services issues.
17. QUALITY OF LIFE AND PUBLIC SAFETY COMMITTEE, Communication discharging resolution requesting the establishment of a Fire Department Rescue Task Force to explore the feasibility of the City of Hartford proving its own ambulatory services, from the Quality of Life and Public Safety Committee.
18. LEGISLATIVE AFFAIRS COMMITTEE LEGISLATIVE AFFAIRS COMMITTEE, communication concerning confirming the appointments of Albert Gary and Juan Rivera to the Hartford Golf Course Oversight Commission.
19. LEGISLATIVE AFFAIRS COMMITTEE, communication confirming the appointment of Natasha Lombardi to the LGBTQ+ Commission.
20. LEGISLATIVE AFFAIRS COMMITTEE, communication concerning confirming the appointment of Andrea Hartman to the Civilian Police Review Board (CPRB).

REPORTS

21. OPERATIONS, MANAGEMENT, BUDGET AND GOVERNMENT ACCOUNTABILITY COMMITTEE, with accompanying resolution that would effectively transfer the Board of Education's Fiscal Year 2018-2019 surplus, estimated to be \$2.5 million, back to the Board of Education for Fiscal Year 2019-2020.
22. OPERATIONS, MANAGEMENT, BUDGET AND GOVERNMENT ACCOUNTABILITY COMMITTEE, with accompanying resolution authorizing the Mayor to submit a Section 108 Loan Guarantee Program Application for the renovation of the Hilton Hotel at 315 Trumbull Street.
23. OPERATIONS, MANAGEMENT, BUDGET AND GOVERNMENT ACCOUNTABILITY COMMITTEE, with accompanying resolution authorizing the City of Hartford to amend the existing ground lease with 315 Trumbull Street Associates, LLC for 3 parcels of land located at 315 Trumbull Street.
24. OPERATIONS, MANAGEMENT, BUDGET AND GOVERNMENT ACCOUNTABILITY COMMITTEE, with accompanying resolution authorizing the write off of the following receivables from 2007 or earlier, effective June 30, 2019, which were deemed uncollectible.
25. LABOR, EDUCATION, WORKFORCE AND YOUTH DEVELOPMENT COMMITTEE, with accompanying resolution expressing the Court of Common Council continued support for legislation which leads to everyone having the ability to have a better life after completing all requirements of their release from incarceration and becoming a valuable member of society.
26. LABOR, EDUCATION, WORKFORCE AND YOUTH DEVELOPMENT COMMITTEE, with accompanying resolution requesting that all contractual and payment agreements and on-going monitoring and enforcement be made immediately available from this Administration by regular reporting to Council and the public, and by special request of interested or affected persons or agencies.
27. LABOR, EDUCATION, WORKFORCE AND YOUTH DEVELOPMENT COMMITTEE, with accompanying resolution requesting that the Mayor employ department leadership opportunities to create measures within their department to assess the morale of their workers and create a visible incentive programs.
28. QUALITY OF LIFE AND PUBLIC SAFETY COMMITTEE, with accompanying resolution authorizing the Mayor to apply for and accept a grant in the amount of \$69,751.66 from the State of Connecticut Department of Transportation Highway Safety Office for enforcement of underage drinking.

29. QUALITY OF LIFE AND PUBLIC SAFETY COMMITTEE, with accompanying resolution authorizing the Mayor to apply for and accept a grant in the amount of \$48,709.21 from the State of Connecticut Department of Transportation Highway Safety Office for speed and aggressive driving enforcement.

FOR ACTION

30. Resolution seeking to rename Field #9 in The City's Colt Park as the "Johnny Taylor Field" and also serves as The Hartford City Council's effort to commemorate and permanently recognize one of our hometown heroes.
31. Ordinance amending Chapter Two, Article VIII Section 2-850 Residency Requirements of the Municipal Code.
32. Ordinance amending Chapter 2, Article VI, Division 4, Section 2-352 concerning compensation for nonunion and unclassified executive service classification of the Hartford Municipal Code.
33. Ordinance amending Chapter 29, Article I, to add Section 29-18 relating to the Use of Unmanned Aerial Vehicles by the Hartford Police Department, of the Municipal Code.
34. Ordinance amending Chapter 2, Article II of the Municipal Code of the City of Hartford be amended, adding Section 2-48 and Section 2-49.
35. Ordinance amending Chapter 2, Article XXIII, Section 2-938 Drones of the Municipal Code.
36. Resolution with accompanying report concerning the approval of the regulations governing the use of unmanned aerial vehicles by the Hartford Police Department in accordance with the processes recommended by this resolution.
37. Ordinance amending Chapter 24, Chapter 30, and Chapter 18 of the Municipal Code of Hartford to create the Housing Code.
38. Resolution opposing any continued operation, refurbishment or redevelopment of a trash incineration facility and must immediately restore the annual host payment to the City of Hartford.
39. Resolution confirming the appointments of Albert Gary and Juan Rivera to the Hartford Golf Course Oversight Commission.
40. Resolution confirming the appointment of Natasha Lombardi to the LGBTQ+ Commission.
41. Resolution confirming the appointment of Andrea Hartman to the Civilian Police Review Board (CPRB).
42. Resolution requesting the establishment of a Fire Department Rescue Task Force to explore the feasibility of the City of Hartford proving its own ambulatory services.

PROPOSED ORDINANCES

43. (MAYOR BRONIN) ORDINANCE MAKING GENERAL FUND APPROPRIATIONS TO REFLECT REVISED PROJECT COSTS RELATIVE TO PUBLIC IMPROVEMENTS IN THE MARTIN LUTHER KING SCHOOL PROJECT NO. 064-0310 RNV.

HEARING DATE - Monday, August 19, 2019

RESOLUTIONS

44. (COUNCILMAN DEUTSCH) Resolution requesting the Court of Common Council upholds the Code of Ordinances Chapter 2- Administration Article XVIII sec. 2-850 residency requirements and demands that the employees in violation, no longer receive compensation for the position for which they were appointed.
45. (COUNCILMAN DEUTSCH) Resolution requesting that all staff that have shown to have done the work receive a pay increase which is not to exceed \$20,000 and to be adopted August 1, 2019.

Attest:

John V. Bazzano
City Clerk



ITEM # 1 ON AGENDA

Luke A. Bronin
Mayor

August 12, 2019

Honorable Glendowlyn L.H. Thames, Council President and
Members of the Court of Common Council
City of Hartford
550 Main Street
Hartford, CT 06103

RE: Acceptance of Historic Documents Preservation Grant

Dear Council President Thames,

Attached for your consideration is a resolution authorizing the City to accept a Historic Documents Preservation Grant in the amount of \$10,500.00. This grant is from the Connecticut State Library and is given for the purpose of preserving and managing historic documents.

According to the Clerk's office, this grant will assist in funding a records processing project to organize and create finding aids for a collection of public records. It will also be used to implement a preservation survey to identify historic records and provide recommendations for a strategic plan for record care, preservation, and access.

The Clerk's office is happy to answer any questions you may have. Thank you for your consideration.

Respectfully submitted,

A handwritten signature in black ink, appearing to be "L. Bronin", written in a cursive style.

Luke A. Bronin
Mayor

550 Main Street
Hartford, Connecticut 06103
Telephone (860) 757-9500
Facsimile (860) 722-6606

INTRODUCED BY:
Luke A. Bronin, Mayor

COURT OF COMMON COUNCIL
City of Hartford, August 12, 2019

WHEREAS, The preservation of historic documents is the responsibility of municipal government in order to ensure access to the public; and

WHEREAS, The State Library's Office of the Public Records Administrator administers the Historic Documents Preservation Grant Program for the purpose of preserving and managing historic documents; and

WHEREAS, All Connecticut municipalities are eligible to apply for a Targeted Grant from this program; now, therefore be it

RESOLVED, That the Mayor, through the Office of the Town Clerk, is authorized to accept a grant award of \$10,500.00 to be used in a records processing project to organize and create finding aids for a collection of public records and to implement a preservation survey to identify permanent/historic records and provide recommendations for a strategic plan for records care, preservation and access; and be it further

RESOLVED, That the Mayor is authorized to accept such further sums as may be additionally awarded by the grantor under the same program, for the same authorized contract period, and for the same purposes; and be it further

RESOLVED, That the Mayor is authorized to execute any and all manner of other documents and to take such other actions as he and the Corporation Counsel may deem appropriate and in the best interests of the City in order to receive, contract and expend the above referenced grant funds; and be it further

RESOLVED, That no person or entity shall be entitled to rely on, or otherwise claim any benefit by reason of this resolution should the Mayor fail to execute the aforementioned agreement or other documents, or to take any of the aforesaid actions; and be it further

RESOLVED, That all approvals and authorizations provided hereby are contingent upon, and shall only be effective on and by means of, the parties executing such documents, and taking such actions, all of which shall be, in form and substance, acceptable to the Mayor and the Corporation Counsel.



ITEM # 2 ON AGENDA

Luke A. Bronin
Mayor

August 12, 2019

Honorable Glendowlyn L. H. Thames, Council President, and
Members of the Court of Common Council
City of Hartford
550 Main Street
Hartford, CT 06103

RE: FY 2019 Year-End Pay-As-You-Go Budget Transfers

Dear Council President Thames,

Attached for your consideration is a resolution that would transfer funding within the FY 2019 budget in order to support planned capital expenditures in the FY 2020 budget, as previously approved by the City Council and the Municipal Accountability Review Board.

As you know, the City is currently funding all capital, vehicle, equipment and technology purchases on a pay-as-you-go basis. This resolution would authorize the transfer of approximately \$15 million within the FY 2019 budget for those purposes. The approximately \$15 million comes from costs that have come in lower than budgeted and other savings. This transfer will support previously approved expenditures, not new expenditures.

The Office of Management, Budget, and Grants and the Department of Finance are happy to answer any questions you may have. Thank you for your consideration.

Respectfully submitted,

A handwritten signature in black ink, appearing to be "LB", followed by a horizontal line.

Luke A. Bronin
Mayor

**550 Main Street
Hartford, Connecticut 06103
Telephone (860) 757-9500
Facsimile (860) 722-6606**

INTRODUCED BY:
Luke A. Brónin, Mayor

COURT OF COMMON COUNCIL
City of Hartford, August 12, 2019

WHEREAS, Debt Service and Non-Operating Departments will fund critical capital, vehicle, equipment and technology in Fiscal Year 2019; and

WHEREAS, In accordance with Chapter X Section 7(a) of the City of Hartford Charter, the Mayor has recommended the transfer of \$15,188,378 within the General fund to cover these projected expenditures; and

WHEREAS, Funds are projected to be available in the unencumbered appropriation balances in the Fiscal Year 2019 General Fund Budget in Benefits and Insurances and other General Fund departments for transfer to the departments noted below; now, therefore, be it

RESOLVED, That the Mayor is hereby authorized to make the following transfers in the FY 2019 General Fund Budget:

- Transfer \$15,188,378 from Benefits & Insurances and any other General Fund Departmental appropriations with available unencumbered appropriation balances, and
- Transfer \$10,577,885 to Debt Service (Pay-As-You-Go Capital Expenditure Reserve),
- Transfer \$4,610,493 to Non-Operating; and be it further

RESOLVED, That the Mayor is hereby authorized to modify such transfers up to and including audit adjustments.



ITEM # 3 ON AGENDA

Luke A. Bronin
Mayor

August 12, 2019

Honorable Glendowlyn L.H. Thames, Council President and
Members of the Court of Common Council
City of Hartford
550 Main Street
Hartford, CT 06103

RE: Westbrook Village Road Abandonment

Dear Council President Thames,

Attached for your consideration is a resolution abandoning the City's interest in Ogilby Drive and Dillon Road, which are part of Westbrook Village. As you know, the Housing Authority of the City of Hartford has begun a major redevelopment of Westbrook Village, which, when completed, will create hundreds of units of housing as part of a larger mixed-use development.

As part of the redevelopment, the buildings and streets in Westbrook Village will be removed and replaced. The Department of Development Services is happy to answer any questions you may have. Thank you for your consideration.

Respectfully submitted,

A handwritten signature of Luke A. Bronin in black ink.

Luke A. Bronin
Mayor

550 Main Street
Hartford, Connecticut 06103
Telephone (860) 757-9500
Facsimile (860) 722-6606

INTRODUCED BY:
Luke A. Bronin, Mayor

COURT OF COMMON COUNCIL
City of Hartford, August 12, 2019

WHEREAS, the Housing Authority of the City of Hartford owns Westbrook Village, a housing project dating to the 1950's, in the City's Blue Hills neighborhood; and

WHEREAS, the Housing Authority proposes to redevelop Westbrook Village as a residential development with a mixed-use component located on the southern portion; and

WHEREAS, the first two phases have received site plan approval for a total of 135 units of mixed income rental housing contained in 12 buildings, and the completed project is anticipated to contain a total of 438 units and a mixed-use development component with additional residential units at the southernmost portion of the property; and

WHEREAS, the Planning and Zoning Commission approved (09 July 2019) the modifications to Phase III for building consolidations and relocation of curb cuts, and

WHEREAS, the remaining buildings and streets in Westbrook Village will be removed, including all of Ogilby Drive and all of Dillon Road, and new streets will be created in a different layout and deeded back to the City upon their acceptance as public streets; and

WHEREAS, historically, the City dedicated all or certain portions of Ogilby Drive and Dillon Road as public streets. In order to remove and discontinue them, the City must formally abandon them; and

WHEREAS, the Housing Authority is the owner of all property adjacent to Ogilby Drive and Dillon Road and requests the abandonment of the streets to facilitate the Westbrook Village project; and

WHEREAS, provided the City intends to abandon the public right of way now existing in Ogilby Drive and Dillon Road; and

WHEREAS, provided the City further intends to quitclaim any interest it has in the land underlying those streets to the Housing Authority; and

WHEREAS, provided the City shall quitclaim its interests in Ogilby Drive and Dillon Road to the Housing of Authority of the City of Hartford for one dollar; and

WHEREAS, the proposed plan is consistent with the Plan of Conservation and Development as it will ultimately emphasize complete streets and share the roads with bicycle riders; now, therefore, be it,

RESOLVED, that the City of Hartford hereby abandons any interest it has in Ogilby Drive and Dillon Road, together with all street, building and curb lines therein.



ITEM # 4 ON AGENDA

Luke A. Bronin
Mayor

August 12, 2019

Honorable Glendowlyn L.H. Thames, Council President, and
Members of the Court of Common Council
City of Hartford
550 Main Street
Hartford, CT 06103

RE: \$100,000 Made to Move Grant

Dear Council President Thames,

Attached for your consideration is a resolution authorizing the City to accept a \$100,000 Made to Move Grant from Unilever's Degree Brand and Blue Zones, LLC. This is a highly competitive grant and Hartford is one of the finalists. We expect the final announcement to be made in September.

This grant will enable the City to begin implementation of the bicycle boulevard elements of the Bicycle Plan adopted by the City Council. Bike boulevards are low-speed roadways that are optimized for bicycle traffic. They promote low speeds and low traffic volumes, which provide traffic calming benefits for adjacent properties. Should we receive the grant, we will work with neighborhood groups to select the first three locations for implementation. We believe these will be the first bike boulevards in Connecticut.

Several organizations, including CRCOG, Hartford 2000, BiCi Co. and iQuilt, have agreed to work to support the City in this effort. This grant does not require a match and funds will be provided to the City in two installments, \$10,000 in the first 90 days and the remainder after all planning activities are completed and the projects are ready for implementation.

The Department of Development Services, Planning Division, will manage the grant and work closely with the Department of Public Works and the Department of Health and Human Services as the work proceeds. They are happy to answer any questions you may have. Thank you for your consideration.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Luke A. Bronin", is written over a horizontal line.

Luke A. Bronin
Mayor

550 Main Street
Hartford, Connecticut 06103
Telephone (860) 757-9500
Facsimile (860) 722-6606

INTRODUCED BY:
Luke A. Bronin, Mayor

COURT OF COMMON COUNCIL
City of Hartford, August 12, 2019

WHEREAS, Unilever's Degree Brand and Blue Zones, LLC may award the City of Hartford a grant of \$100,000 through the Made to Move Grant Program; and

WHEREAS, The Made to Move Grant Program is a competitive funding opportunity to assist communities in advancing active transportation through local project development and implementation with the ultimate goal of promoting more walkable, bikeable, transit-friendly environments for all ages, incomes and abilities.

WHEREAS, The application for this funding was filed in June 2019 for the following project: Implementing First-in-the-State Bike Boulevards Equitably & Inclusively; and

WHEREAS, The Grant funds will be used for the planning and installation of bicycle boulevards in three locations in the City; and

WHEREAS, A bicycle boulevard is a roadway that is open to all traffic but is comfortable and convenient for bicyclists because traffic volumes and speeds are low; and

WHEREAS, Bicycle boulevards provide safe, low-speed facilities comfortable for bicyclists of all ages and abilities, and they also provide traffic calming benefits for adjacent properties; and

WHEREAS, Staff will work with neighborhood groups to select bicycle boulevards from the City's adopted Bicycle Plan for implementation; and

WHEREAS, The grant does not require a local match; and

WHEREAS, The Made to Move grant committee is expected to make an announcement regarding a grant award in September 2019; and

WHEREAS, It is important that the City be able to promptly notify the funding agency of its intent to accept the grant funding; now therefore, be it

RESOLVED, that the Mayor is hereby authorized to accept \$100,000 in funds from the Unilever's Degree Brand and Blue Zones, LLC Made to Move Grant Program; and be it further

RESOLVED, That the Mayor is authorized to accept such further sums as may be additionally awarded by the grantor under the same program, for the same authorized contract period, and for the same purposes; and be it further

RESOLVED, that the Mayor is authorized to execute any and all manner of other documents and to take such other actions as he and the Corporation Counsel may deem appropriate and in the best interests of the City in order to receive, contract and expend the above referenced grant funds; and be it further

RESOLVED, that no person or entity shall be entitled to rely on, or otherwise claim any benefit by reason of this resolution should the Mayor fail to execute the aforementioned agreement or other documents, or to take any of the other aforesaid actions; and be it further

RESOLVED, that all approvals and authorizations provided hereby are contingent upon, and only shall be effective on and by means of, the parties executing such documents, and taking such actions, all of which shall be, in form and substance, acceptable to the Mayor and the Corporation Counsel.



ITEM # 5 ON AGENDA

Luke A. Bronin
Mayor

August 12, 2019

Honorable Glendowlyn L. H. Thames, Council President, and
Members of the Court of Common Council
City of Hartford
550 Main Street
Hartford, CT 06103

RE: HCV/HIV Coinfection Resolution

Dear Council President Thames,

Attached for your consideration is a resolution authorizing the City to apply for a 12-month extension to complete work on a three-year HCV/HIV Coinfection Project, which is scheduled to end on September 29, 2019. These funds are used to increase screening for HCV, provide training and education for patients, and increase access to care and treatment, in addition to building the capacity of hospitals and health centers to treat these patients.

Extending the period of the program, which is funded by the U.S. Department of Health and Human Services, will have no revenue or expense impact on the City budget, and will allow the City to use unspent funds estimated at \$134,000 until September 29, 2020.

The Department of Health and Human Services is happy to answer any questions you may have. Thank you for your consideration.

Respectfully submitted,

A handwritten signature of Luke A. Bronin in black ink.

Luke A. Bronin
Mayor

550 Main Street
Hartford, Connecticut 06103
Telephone (860) 757-9500
Facsimile (860) 722-6606

INTRODUCED BY:
Luke A. Bronin, Mayor

COURT OF COMMON COUNCIL
City of Hartford, August 12, 2019

WHEREAS, Since 1996, the City of Hartford has received Ryan White Part A grant funds from the U.S. Department of Health & Human Services which are used to provide medical and support services, through contracts with local service providers, to people living with HIV/AIDS in Hartford, Tolland, and Middlesex counties: and

WHEREAS, On February 27, 2017, the Court of Common Council adopted a resolution authorizing the Mayor to apply for and accept an additional grant of \$1.4 million from the U.S. Department of Health & Human Services covering the period from September 30, 2016 through September 29, 2019, through its Special Projects of National Significance (SPNS) Program to improve health outcomes for racial and ethnic minorities who are co-infected with HIV and the Hepatitis-C virus (HCV); and

WHEREAS, During this 3 year period, these SPNS funds continue to increase screening for HCV, provide training and education of patients, and increase access to care and treatment as well as to build the capacity of hospitals and health centers to provide treatment; and

WHEREAS, The City's Health & Human Services Department, in conjunction with the Procurement Office, has determined that the most efficient and effective way to provide these services is through the Ryan White local service providers currently under contract with the City; and

WHEREAS, The U.S. Department of Health & Human Services, through its Health Resources and Services Administration's (HRSA's) Special Projects of National Significance (SPNS) Program, has allowed the City of Hartford to request a No Cost Extension allowing unspent funds currently estimated at \$134,000 to continue into a 12 month period ending 9/29/2020 in order to complete work on the grant; now, therefore, be it

RESOLVED, That the Court of Common Council hereby authorizes the Mayor to extend the performance period 12 months through September 29, 2020 using unspent funds previously awarded to the City of Hartford from the U.S. Department of Health & Human Services, through its Health Resources and Services Administration's (HRSA's) Special Projects of National Significance (SPNS) Program, and be it further

RESOLVED, That the Mayor is authorized to accept such further sums as may be additionally awarded by the grantor under the same program, for the same authorized contract period, and for the same purposes, and be it further

RESOLVED That the Mayor is authorized to execute any and all manner of other documents and to take such other actions as he and the Corporation Counsel may deem appropriate and in the best interests of the City in order to receive, contract and expend the above referenced grant funds, and be it further

RESOLVED, That no person or entity shall be entitled to rely on, or otherwise claim any benefit by reason of this resolution should the Mayor fail to execute the aforementioned agreement or other documents, or to take any of the aforesaid actions, and be it further

RESOLVED, That all approvals and authorizations provided hereby are contingent upon, and only shall be effective on and by means of, the parties executing such documents, and taking such actions, all of which shall be, in form and substance, acceptable to the Mayor and the Corporation Counsel.



ITEM # 6 ON AGENDA

Luke A. Bronin
Mayor

August 12, 2019

Glendowlyn L.H. Thames, Council President, and
Members of the Court of Common Council
City of Hartford
550 Main Street
Hartford, CT 06103

RE: License Agreement for Construction of Naugatuck Street Extension

Dear Council President Thames,

Attached for your consideration is a resolution authorizing the City to enter into a license agreement with the Capital Region Development Authority (CRDA) and sign other documents necessary for construction of the Naugatuck Street Extension in conjunction with the Brackett Knoll project.

The Council has adopted resolutions approving the sale of land and other actions in furtherance of the Bracket Knoll project on October 26, 2009, March 26, 2018 and July 15, 2019. This resolution will approve a license agreement with CRDA for a term of 12 months, with a possible extension of six months. It will give CRDA a license to enter City owned land that had been part of Naugatuck Street but was abandoned. CRDA will manage and pay for the design and construction of the Naugatuck Street Extension to City and MDC standards. The new extension will be a public street.

The resolution will authorize the City to sign the license agreement and any other necessary agreements, such as utility easements. Thank you for your consideration.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Luke A. Bronin", is written over a horizontal line.

Luke A. Bronin
Mayor

550 Main Street
Hartford, Connecticut 06103
Telephone (860) 757-9500
Facsimile (860) 722-6606

INTRODUCED BY:
Luke A. Bronin, Mayor

COURT OF COMMON COUNCIL
City of Hartford, August 12, 2019

WHEREAS, The City of Hartford owns property known as the Naugatuck Street Extension, located between the corner of Naugatuck and Clark Streets, running easterly to Hampton Street, which property is an abandoned street; and

WHEREAS, The Court of Common Council has approved resolutions authorizing the sale of property and other actions in furtherance of the Bracket Knoll Project on October 26, 2009, March 26, 2018 and July 15, 2019; and

WHEREAS, The construction of the Naugatuck Street Extension will serve the new houses to be built on Naugatuck Street thereunder; and

WHEREAS, CRDA has secured state bond funding to pay for the design and construction of the Naugatuck Street Extension; and

WHEREAS, The work will be done to City and MDC standards and will be a public street; and

WHEREAS, The City and CRDA both desire that CRDA will have access to perform this street construction; now therefore be it

RESOLVED, That the Mayor is hereby authorized to execute a license agreement on behalf of the City; and be it further

RESOLVED, That the Mayor is authorized to execute any and all manner of other documents and to take such other actions as he and the Corporation Counsel may deem appropriate and in the best interests of the City, including documents required by the State of Connecticut, and any utility easements; and be it further

RESOLVED, That no person or entity shall be entitled to rely on, or otherwise claim any benefit by reason of this resolution should the Mayor fail to execute the aforementioned agreement or other documents, or to take any of the other aforesaid actions; and be it further

RESOLVED, That all approvals and authorizations provided hereby are contingent upon, and only shall be effective on and by means of, the parties executing such documents, and taking such actions, all of which shall be, in form and substance, acceptable to the Mayor and the Corporation Counsel.



ITEM # 7 ON AGENDA

Luke A. Bronin
Mayor

August 12, 2019

Honorable Glendowlyn L.H. Thames, Council President and
Members of the Court of Common Council
City of Hartford
550 Main Street
Hartford, CT 06103

RE: State Department of Transportation Funding for Dial-a-Ride Program

Dear Council President Thames,

Attached for your consideration is a resolution authorizing the City to accept a \$90,000.00 Operational Assistance grant from the Connecticut Department of Transportation for the city's Dial-a-Ride program.

As you know, the Dial-a-Ride program is a transportation service offered to Hartford seniors over the age of sixty as well as any resident over the age of eighteen with a permanent disability. Acceptance of this grant requires a 50% City match, which is built into the FY 2020 budget.

The Department of Health and Human Services is happy to answer any questions you may have. Thank you for your consideration.

Respectfully submitted,

A handwritten signature in black ink, appearing to be "LB", is written over a horizontal line.

Luke A. Bronin
Mayor

550 Main Street
Hartford, Connecticut 06103
Telephone (860) 757-9500
Facsimile (860) 722-6606

INTRODUCED BY:
Luke A. Bronin, Mayor

COURT OF COMMON COUNCIL
City of Hartford, August 12, 2019

WHEREAS, The City of Hartford receives funding from the Connecticut Department of Transportation to be used to provide mass transit operating assistance for the benefit of seniors and persons of all ages with disabilities; and

WHEREAS, The City of Hartford provides transportation services to seniors and disabled residents through the Dial-a-ride Program operated under a contract with DATTCO Inc.; and

WHEREAS, DOT will provide financial assistance in the amount of \$90,000.00 to the City of Hartford through an Operating Assistance Grant for the period July 1, 2019 through June 30, 2020; and

WHEREAS, The Project Operating Expenses for the Dial-a-Ride Program for the Department of Health & Human Services includes an allocation of \$531,877.00 which is sufficient to meet the 50% match required by the DOT maintenance of effort; now, therefore be it

RESOLVED, That the Court of Common Council hereby authorizes the City to apply for and accept the Operating Assistance Grant in the amount of \$90,000.00 from the CT Department of Transportation for operation of the City's Dial-a-Ride program for the grant term period July 1, 2019 through June 30, 2020; and be it further

RESOLVED, That the Mayor is authorized to accept such further sums as may be additionally awarded by the grantor under the same program, for the same authorized contract period, and for the same purposes; and be it further

RESOLVED, That the Mayor is authorized to execute any and all manner of other documents and to take such other actions as he and the Corporation Counsel may deem appropriate and in the best interests of the City in order to receive, contract and expend the above referenced grant funds; and be it further

RESOLVED, That the Mayor is authorized to accept such further sums as may be additionally awarded by the grantor under the same program, for the same authorized contract period, and for the same purposes; and be it further

RESOLVED, That no person or entity shall be entitled to rely on, or otherwise claim any benefit by reason of this resolution should the Mayor fail to execute the aforementioned agreement or other documents, or to take any of the aforesaid actions; and be it further

RESOLVED, That all approvals and authorizations provided hereby are contingent upon, and only shall be effective on and by means of, the parties executing such documents and taking such actions, all of which shall be, in form and substance, acceptable to the Mayor and the Corporation Counsel.



ITEM # 8 ON AGENDA

Luke A. Bronin
Mayor

August 12, 2019

Honorable Glendowlyn L.H. Thames, Council President and
Members of the Court of Common Council
City of Hartford
550 Main Street
Hartford, CT 06103

Re: Appointment to the Commission on Human Relations

Dear Council President Thames,

Attached for your consideration is a resolution confirming the appointment of Elijah Lombardi to the Commission on Human Relations.

The Commission on Human Relations consists of twelve members who are appointed by the Mayor and approved by the Court of Common Council for a term of three years. The functions of the Commission include fostering a mutual understanding and respect for all races, religions, ethnic groups, and sexual and gender identities within the city. The Commission encourages equality in city functions and policies by submitting an annual report to the Court of Common Council including data collected and recommendations on how we can become a more inclusive city.

Mr. Lombardi holds a M.S. in Biomolecular Sciences from Central Connecticut State University. He is the recipient of the Bassett Student Achievement Award and actively volunteers with the Connecticut TransAdvocacy Coalition.

A resume for this nominee is attached for your review. Thank you for your consideration.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Luke A. Bronin".

Luke A. Bronin
Mayor

550 Main Street
Hartford, Connecticut 06103
Telephone (860) 757-9500
Facsimile (860) 722-6606

INTRODUCED BY:
Luke A. Bronin, Mayor

COURT OF COMMON COUNCIL
City of Hartford, August 12, 2019

WHEREAS, The Commission on Human Relations works to foster mutual understanding and respect for all races, religions, ethnic groups, and sexual and gender identities within the city; and

WHEREAS, The Commission is composed of twelve members, who shall be appointed by the Mayor and confirmed by the Court of Common Council, for a term of three years; and

WHEREAS, The Mayor has appointed Elijah Lombardi to the Commission on Human Relations; now, therefore be it

RESOLVED, That the Court of Common Council hereby confirms the following appointment:

Elijah Lombardi (D)
461 Washington Street #205, Hartford CT, 06106
For a term expiring August 12, 2022



ITEM # 9 ON AGENDA

Luke A. Bronin
Mayor

August 12, 2019

Honorable Glendowlyn L.H. Thames, Council President and
Members of the Court of Common Council
City of Hartford
550 Main Street
Hartford, CT 06103

RE: Ryan White Grant

Dear Council President Thames,

Attached for your consideration is a resolution authorizing the city to apply for and accept \$3,356,404 in Ryan White Part A grant funds to provide medical and support services to individuals living with HIV/AIDS.

This resolution authorizes the City's Health and Human Services Department to apply for and accept funds available from the U.S. Department of Health and Human Services (HHS), through its Health Resources and Services Administration (HRSA), and to execute contracts and contract amendments in accordance with the Ryan White Part A grant for the period between March 1, 2020 through February 28, 2021.

Accepting this grant will have no revenue or expense impact on the City budget. The Department of Health and Human Services is happy to answer any questions you may have. Thank you for your consideration.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "L. Bronin", is written over a horizontal line.

Luke A. Bronin
Mayor

550 Main Street
Hartford, Connecticut 06103
Telephone (860) 757-9500
Facsimile (860) 722-6606

INTRODUCED BY:
Luke A. Bronin, Mayor

COURT OF COMMON COUNCIL
City of Hartford, August 12, 2019

WHEREAS, The Greater Hartford TGA (Transitional Grant Area), covering fifty-seven (57) towns in Hartford, Middlesex, and Tolland counties had 3,479 persons living with HIV/AIDS as of December 31, 2017; and

WHEREAS, Since 1996, the Ryan White Part A Program has provided medical and support services to individuals with HIV/AIDS whose incomes are 300% or less of the Federal Poverty Level; and

WHEREAS, Ryan White Part A grant funds have been provided to the City by the U.S. Department of Health & Human Services (HHS), through its Health Resources and Services Administration (HRSA), and such funds are managed by the Hartford Department of Health & Human Services; and

WHEREAS, The City will submit a grant application for funding of \$3,356,404 in formula and supplemental financial assistance under Part A of the Ryan White HIV/AIDS Treatment Extension Act of 2009 for the period of March 1, 2020 through February 28, 2021; and

WHEREAS, These funds will be allocated through contracts with various health and support providers selected through the City's procurement process, to provide medical care and support services for low-income families and individuals in the Greater Hartford TGA; now, therefore, be it

RESOLVED, That the Court of Common Council hereby authorizes the Mayor to apply for and accept approximately \$3,356,404 in grant funding from the U.S. Department of Health & Human Services, under Part A of the Ryan White HIV/AIDS Treatment Extension Act of 2009, to implement a program and services for persons living with HIV/AIDS during the period of March 1, 2020 through February 28, 2021; and be it further

RESOLVED, That the Mayor is authorized to accept such further sums as may be additionally awarded by the grantor under the same program, for the same authorized contract period, and for the same purposes; and be it further

RESOLVED, That the Mayor is authorized to execute any and all manner of other documents and to take such other actions as he and the Corporation Counsel may deem appropriate and in the best interests of the City in order to receive, contract and expend the above referenced grant funds; and be it further

RESOLVED, That no person or entity shall be entitled to rely on, or otherwise claim any benefit by reason of this resolution should the Mayor fail to execute the aforementioned agreement or other documents, or to take any of the aforesaid actions; and be it further

RESOLVED, That all approvals and authorizations provided hereby are contingent upon, and shall only be effective on and by means of, the parties executing such documents, and taking such actions, all of which shall be, in form and substance, acceptable to the Mayor and the Corporation Counsel.



ITEM # 10 ON AGENDA

Luke A. Bronin
Mayor

August 12, 2019

Honorable Glendowlyn L.H. Thames, Council President and
Members of the Court of Common Council
City of Hartford
550 Main Street
Hartford, CT 06103

RE: Youth Service Bureau Grants

Dear Council President Thames,

Attached for your approval is a resolution authorizing the City of Hartford to accept two two-year grants from the Connecticut State Department of Education's Youth Service Bureau Grant Program. One grant is for approximately \$129,290 per year, and the other is for approximately \$17,440 per year.

These grants will support positions within the Department of Families, Children, Youth and Recreation's Division for Youth specifically related to the Department's juvenile justice and youth development programs.

For nearly two decades, the State of Connecticut has provided funds for operation of Youth Service Bureau (YSB) programs. State law dictates that services which may be provided with these funds include: general youth development services, new and expanded programming, community involvement, advocacy, and the coordination of services for youth such as juvenile justice programs and crisis intervention.

DCF has indicated that Hartford's FY 2020 grants are expected to be approximately \$129,290 and approximately \$17,440. A City match of \$64,645 is required for YSB funding, and that funding is included in the Department of Families, Children, Youth and Recreation's FY 2020 budget.

The Department of Families, Children, Youth and Recreation is happy to answer any questions you may have. Thank you for your consideration.

Respectfully submitted,

A handwritten signature in black ink, appearing to be "LB", with a long horizontal stroke extending to the right.

Luke A. Bronin
Mayor

550 Main Street
Hartford, Connecticut 06103
Telephone (860) 757-9500
Facsimile (860) 722-6606

INTRODUCED BY:
Luke A. Bronin, Mayor

COURT OF COMMON COUNCIL
City of Hartford, August 12, 2019

WHEREAS, Since the 1960s, Connecticut communities have established and utilized Youth Service Bureaus to advocate for youth and coordinate comprehensive service delivery systems for youth; and

WHEREAS, The Department of Families, Children, Youth and Recreation's Division for Youth serves as Hartford's Youth Service Bureau (YSB) and is responsible, under State statute, for the coordination of programs in such areas as juvenile justice, child welfare, mental health, positive youth development, and others; and

WHEREAS, The State of Connecticut Department of Children and Families has awarded the City of Hartford YSB funding for the period of July 1, 2019 through June 30, 2021 through the Youth Service Bureau Grant Program; and

WHEREAS, An annual cash match of \$64,645 must be provided by the City of Hartford and funds for FY 2020 are included in the General Fund and earmarked in the budget of the Department of Families, Children, Youth and Recreation specifically for this grant; and

WHEREAS, YSB funding will be used to support positions within the DFCYR and may also be awarded to local service providers; now, therefore be it

RESOLVED, That the Mayor, acting through the Department of Families, Children, Youth and Recreation (DFCYR), is hereby authorized to accept YSB and YSB Enhancement grants from the State of Connecticut for the period July 1, 2019 through June 30, 2021 in the amounts of \$129,290 per year through the YSB Grant and approximately \$17,440 per year through the YSB Enhancement Grant, and be it further

RESOLVED, That the Mayor is authorized to accept such further sums as may be additionally awarded by the grantor under the same programs, for the same authorized contract period or any immediate extension thereof, and for the same purposes; and be it further

RESOLVED, That the Mayor is further authorized to execute any and all manner of other documents and to take such other actions as he and the Corporation Counsel may deem appropriate and in the best interests of the City in order to receive, contract, and expend the above referenced grant funds; and be it further

RESOLVED, That no person or entity shall be entitled to rely on, or otherwise claim any benefit by reason of this resolution should the Mayor fail to execute the aforementioned agreement or other documents, or to take any of the aforesaid actions; and be it further

RESOLVED, That all approvals and authorizations provided hereby are contingent upon, and only shall be effective on and by means of, the parties executing such documents, and taking such actions, all of which shall be, in form and substance, acceptable to the Mayor and the Corporation Counsel.



ITEM # 11 ON AGENDA

Luke A. Bronin
Mayor

August 12, 2019

Honorable Glendowlyn L.H. Thames, Council President and
Members of the Court of Common Council
City of Hartford
550 Main Street
Hartford, CT 06103

RE: Peter Seaman, LLC Professional Services Agreement for Goodwin Park Golf Course

Dear Council President Thames,

Attached for your consideration is a resolution which would allow the City to exercise its option to extend the term of the agreement between the City of Hartford and Peter Seaman, LLC for the provision of Golf Professional Services at Goodwin Park Golf Course, on terms that are more financially advantageous to the City.

Peter Seaman, LLC entered into a three-year agreement with the City, beginning with calendar year 2019. However, only the first year of the agreement was guaranteed, and the two subsequent years are contingent on approval from the Court of Common Council.

As part of a review of the financial and operational components of the City's two golf courses, the City decided to rebid these services through our standard RFP process earlier this year. Peter Seaman, LLC was the selected bidder out of two respondents, and the fee structure agreed upon for the next two years is more financially advantageous to the City.

It is the opinion of City staff that Peter Seaman, LLC has performed above expectations, and is in part responsible for Goodwin Park Golf Course operating at a profit for the current year to date. If approved, this service agreement would run through December 31st, 2021. The Department of Public Works is happy to answer any questions you may have.

Thank you for your consideration.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "L. Bronin", followed by a horizontal line.

Luke A. Bronin
Mayor

**550 Main Street
Hartford, Connecticut 06103
Telephone (860) 757-9500
Facsimile (860) 722-6606**

INTRODUCED BY:
Luke A. Bronin, Mayor

COURT OF COMMON COUNCIL
City of Hartford, August 12, 2019

WHEREAS, Peter Seaman, LLC entered into an agreement with the City of Hartford to provide professional golf services at Goodwin Park Golf Course with the first year guaranteed; and

WHEREAS, The first year of the agreement began on January 1st, 2019 and is scheduled to expire December 31st, 2019; and

WHEREAS, The Department of Public Works, as part of their due diligence, submitted a formal RFP for professional golf services for Goodwin Park Golf Course and two providers applied; and

WHEREAS, The new fee structure for years two and three of the agreement are more financially advantageous for the city; and

WHEREAS, The City's Department of Public Works has been and continues to be satisfied with the services of Peter Seaman, LLC; now, therefore be it

RESOLVED, That the Mayor is hereby authorized to exercise the option for the last two (2) years of Services by the Contractor, and to take such other actions as he and the Corporation Counsel may deem appropriate and in the best interests of the City in order to effectuate the extension of said agreement; and be it further

RESOLVED, That no person or entity shall be entitled to rely on, or otherwise claim any benefit by reason of this resolution should the Mayor fail to take any of the other aforesaid actions; and be it further

RESOLVED, That all approvals and authorizations provided hereby are contingent upon, and only shall be effective on and by means of, the parties taking such actions, all of which shall be, in form and substance, acceptable to the Mayor and the Corporation Counsel.



ITEM # 12 ON AGENDA

Luke A. Bronin
Mayor

August 12, 2019

Honorable Glendowlyn L.H. Thames, Council President and
Members of the Court of Common Council
City of Hartford
550 Main Street
Hartford, CT 06103

RE: State of Connecticut 911 Funding Grant

Dear Council President Thames,

Attached for your consideration is a resolution authorizing the City of Hartford to accept three different funding allocations for FY 2020 from the State of Connecticut Division of Statewide Emergency Telecommunications Enhanced 9-1-1 Telecommunications fund. The allocations include a grant in the amount of \$592,057.00 for the operation of the City's Public Safety Answering Point (PSAP); a grant of up to \$74,007.00 to be used for the purchase of equipment for the Department of Emergency Services and Telecommunications; and a grant of up to \$12,340.00 in training funds.

The State of Connecticut provides a financial subsidy to municipalities with populations of more than 40,000 that operate Public Safety Answering Points. State Regulations establish a formula for calculation of the subsidy amount which includes the population of the city, the number of 911 calls received by the PSAP, and the number of emergency services dispatched. Based upon the formula, Hartford is eligible to receive the above outlined funds in FY 2020.

Enhanced 911 funding may be used to assist in the operation of a PSAP, including the cost of salaries, telecommunications equipment, maintenance, training and overtime. The Department of Emergency Services and Telecommunications is happy to answer any questions you may have. Thank you for your consideration.

Respectfully submitted,

A handwritten signature in black ink, appearing to be "L. Bronin", is written over a horizontal line.

Luke A. Bronin
Mayor

550 Main Street
Hartford, Connecticut 06103
Telephone (860) 757-9500
Facsimile (860) 722-6606

INTRODUCED BY:
Luke A. Bronin, Mayor

COURT OF COMMON COUNCIL
City of Hartford, August 12, 2019

WHEREAS, The Enhanced 9-1-1 Telecommunications Fund Regulations of the State of Connecticut (Section 28-24-3) provides that municipalities with populations over 40,000 are eligible to receive funding from the State of Connecticut Division of Statewide Emergency Telecommunications for the purpose of operating their Public Safety Answering Point (PSAP); and

WHEREAS, Based upon the State's formula for calculating the funding, the City is eligible to receive \$592,057.00 in Enhanced 9-1-1 Funding in Fiscal Year 2019-2020 from the State of Connecticut Division of Statewide Emergency Telecommunications, to be used for the operation of the City's PSAP; and

WHEREAS, Based upon the State's formula for calculating the funding, the City is eligible to receive up to \$12,340.00 in Training Funds for Fiscal Year 2019-2020 from the State of Connecticut Division of Statewide Emergency Telecommunications to be used for the training of the Department Emergency Services and Telecommunications personnel; and

WHEREAS, Based upon the State's formula for calculating the funding, the City is eligible to receive up to \$74,007.00 in a Capital Expenditure Grant to be used for the purchase of equipment for the Department of Emergency Services and Telecommunications; and

WHEREAS, The City of Hartford operates a Primary Public Safety Answering Point (PSAP) which meets the criteria specified in Public Act 96-150 within the City's Department of Emergency Services and Telecommunications; now therefore, be it

RESOLVED, That the Court of Common Council hereby authorizes the Mayor to accept the FY 2019-2020 State of Connecticut Division of Statewide Emergency Telecommunications Enhanced 9-1-1 Telecommunications Funding in the amount of \$592,057.00 to operation the City's Public Safety Answering Point (PSAP); and it be further

RESOLVED, That the Court of Common Council hereby authorizes the Mayor is to accept the FY 2019-2020 State of Connecticut Division of Statewide Emergency Telecommunications Enhanced 9-1-1 Telecommunications Funding in the amount of \$12,340.00 to train Department of Emergency Services and Telecommunications personnel; and it be further

RESOLVED, That the Court of Common Council hereby authorizes the Mayor is to accept the FY 2019-2020 State of Connecticut Division of Statewide Emergency Telecommunications Enhanced 9-1-1 Telecommunications Funding in the amount of \$74,007.00 to purchase equipment for the Department of Emergency Services and Telecommunications; and it be further

RESOLVED, That the Mayor is authorized to accept such further sums as may be additionally awarded by the grantor under the same program, for the same authorized contract period, for the same purposes; and it be further

RESOLVED, That the Mayor is authorized to execute any and all manner of other documents and to take such actions as he and the Corporation Council may deem appropriate and in the best interests of the City in order to receive, contract and expand the above referenced funding; and it be further

RESOLVED, That no person or entity shall be entitled to rely on, or otherwise claim any benefit by reason of this resolution should the Mayor fail to execute the aforementioned agreement or the other documents, or to take any of the aforesaid actions; and be it further

RESOLVED, That all approvals and authorizations provided hereby are contingent upon, and only shall be effective on or by the parties executing such documents, and taking such action, all of which shall be, in form and substance, acceptable to the Mayor and the Corporation Council.



ITEM # 13 ON AGENDA

Luke A. Bronin
Mayor

August 12, 2019

Honorable Glendowlyn L.H. Thames, Council President and
Members of the Court of Common Council
City of Hartford
550 Main Street
Hartford, CT 06103

RE: Dynamic Pricing Model for Keney Park and Goodwin Park Golf Courses

Dear Council President Thames,

Attached for your consideration is a resolution allowing the Department of Public Works, The City's Golf Professional, and the City's Golf Oversight Commission to implement a dynamic pricing model at both Keney Park and Goodwin Park Golf Courses, allowing them to reduce prices depending on certain circumstances.

According to analysis by the Department of Public Works, during inclement weather, certain times of the day, certain days of the week, and certain seasons, the price to play at Keney Park and Goodwin Park Golf Courses could be more competitive when compared to other golf courses in the region.

Therefore, the Department of Public Works, the Golf Professional, and the City's Golf Oversight commission are recommending that the rates passed by the Court of Common Council on March 11th, 2019 be set as maximum rates at the courses, and that they be given the latitude to lower the prices at their discretion in order to attract more golfers during the scenarios mentioned above, among others.

The City's Golf Course Oversight Commission, at a meeting on June 26, 2019, reviewed and unanimously approved recommending that the Court of Common Council amend the rates and fees in a manner that allows dynamic pricing. The Department of Public Works is happy to answer any questions you may have. Thank you for your consideration.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Luke A. Bronin", is written over a horizontal line.

Luke A. Bronin
Mayor

550 Main Street
Hartford, Connecticut 06103
Telephone (860) 757-9500
Facsimile (860) 722-6606

INTRODUCED BY:
Luke A. Bronin, Mayor

COURT OF COMMON COUNCIL
City of Hartford, August 12, 2019

WHEREAS, The City has taken the necessary steps to provide its residents and visitors a high-quality golf experience at both Keney and Goodwin Park Golf courses, and the adoption of reasonable rates and fees is essential to the successful financial operation of the golf courses; and

WHEREAS, A review of golf pricing at other golf venues open to public play has shown there is a need to adjust pricing in a dynamic fashion in order to attract individuals due to seasonal, weather, time-of-day, day-of-week and competition between golf venues; and

WHEREAS, The City's Department of Public Works, its consultant on golf operations, the Connecticut Section, PGA of America, Inc., and the City's Golf Professional, Peter Seaman, have completed an analysis of the revenue impacts of allowing dynamic pricing of rates and fees; and

WHEREAS, The analysis of the revenue impacts of allowing dynamic pricing of rates and fees shows a potential increase in revenue without a decrease in course use during historically peak use periods; and

WHEREAS, The City's Golf Course Oversight Commission, at a Special Meeting on June 26, 2019, reviewed and unanimously approved recommending that the Court of Common Council amend the rates and fees in a manner that allows dynamic pricing; now, therefore be it

RESOLVED, That the City's Court of Common Council, in accordance with Chapter IV, Section 2(e) of the City's Charter and Sections 26-4 and 2-330.64(f) of the City's Municipal Code, hereby accepts the above recommendation of the City's Golf Course Oversight Commission to allow dynamic pricing as follows:

- 1) The resolution concerning rates and fees at the Golf Course that was passed at the March 11, 2019 meeting of the Court of Common Council is amended to reflect that "new rates" is deleted and in its place is substituted "maximum rates and fees"; and
- 2) The rates and fees as approved at the March 11, 2019 meeting of the Court of Common Council are maximum rates and fees to allow the use of dynamic pricing as determined by the City's Golf Course Oversight Commission, based solely on data provided by the City's Department of Public Works, the City's Golf Professional and the City's consultant on golf operations, and which rates and fees, including those that are dynamically priced, shall be applied in a uniform, fair, and non-discriminatory manner; and
- 3) The dynamic pricing adjustments to rates and fees will be posted on the course web sites, www.keneyparkgolfcourse.com and www.goodwinparkgolfcourse.com, as far in advance of their implementation as practicable in order to attract business, but in all cases not later than the close of business the day before they take effect.



ITEM # 14 ON AGENDA

Luke A. Bronin
Mayor

August 12, 2019

Honorable Glendowlyn L.H. Thames, Council President and
Members of the Court of Common Council
City of Hartford
550 Main Street
Hartford, CT 06103

Re: 2006 – 2016 Uncollectible Property Taxes

Dear Council President Thames,

Attached for your consideration is a resolution approving the transfer of \$404,513.18 of outstanding delinquent personal property taxes from the 2006 – 2016 Grand Lists to the suspense tax book. The City can still make efforts to collect these taxes, however transferring this amount will improve our accounting processes.

These outstanding taxes have been certified by the Tax Collector as unlikely to be collected. The process of moving delinquent taxes to the suspense tax book is an accounting function that reduces the tax receivables, which in turn provides a more accurate reflection of the municipality's actual tax receivables. The amounts due remain obligations of the individual taxpayer and may be placed with the City's collection agency. These bills will continue to accrue interest at the statutory rate of eighteen percent annually until paid by the taxpayer.

Thank you for your consideration of this resolution.

Respectfully submitted,

A handwritten signature in black ink, appearing to be "L. Bronin", is written over a horizontal line.

Luke A. Bronin
Mayor

550 Main Street
Hartford, Connecticut 06103
Telephone (860) 757-9500
Facsimile (860) 722-6606

INTRODUCED BY:
Luke A. Bronin, Mayor

COURT OF COMMON COUNCIL
City of Hartford, August 12, 2019

WHEREAS, There is on file in the Office of the Town and city Clerk, and in the Office of the Tax Collector a detailed listed of certain personal property taxes that are due to the City of Hartford, but which have not been paid, and

WHEREAS, The Tax Collector is required, at least annually, to certify as to the doubtful collection of taxes that have remained unpaid for some time, pursuant to Connecticut General Statutes 12-165, and

WHEREAS, The Tax Collector has been unable to collect these taxes, despite making demand for payment upon the taxpayer at the last known address on record; and

WHEREAS, In some instances, the businesses associated with the tax have closed and the owner cannot be located; and

WHEREAS, These accounts may be referred to a collection agency for further collection effort and the Tax Collector may pursue collection of these taxes in the future, should new information be discovered that could aid in enforcement or collection of these taxes; and

WHEREAS, Interest on any outstanding tax bill that is transferred to the suspense tax book will continue to accrue at a statutory rate of eighteen percent annually; and

WHEREAS, Nothing herein contained shall be construed as an abatement of any tax transferred to the suspense tax book, but any such tax, as it shall have been increased by interest or penalty, fees and charges, may still be collected, as provided by law; and

WHEREAS, The following is the total outstanding tax liability of years of levy in accordance with the above mentioned Collector's file, as set for in the certification:

Property Type	Grant List(s)	Taxes Owed
Personal Property	2006-2016	\$404,513.18
<u>Total amount to be moved to the suspense tax book</u>		<u>\$404,513.18</u>

WHEREAS, Approval of this transfer is required before the end of the fiscal year; now therefore be it

RESOLVED, That the aggregate sum of \$404,513.18 in outstanding personal property taxes, and the same hereby is, transferred to the Municipal suspense tax book effective as of June 30, 2019, in accordance with Section 12-165 of the State of Connecticut General Statutes.



ITEM # 15 ON AGENDA

Luke A. Bronin
Mayor

August 12, 2019

Honorable Glendowlyn L.H. Thames, Council President and
Members of the Court of Common Council
City of Hartford
550 Main Street
Hartford, CT 06103

RE: DPH Family Wellness Healthy Start (FWHS) Grant

Dear Council President Thames,

Attached for your consideration is a resolution authorizing the city to accept a \$75,000 Family Wellness Healthy Start grant from the Department of Public Health.

The Department of Public Health, through the Family Wellness Healthy Start (FWHS) Grant, administers a five-year cooperative agreement (05/30/2019 - 03/31/2024) making funding available to communities to improve women's health, support high risk prenatal women and their families, and to increase adequate prenatal care and inter-conception care. The City of Hartford's Department of Health and Human Services was awarded \$75,000 in initial funding through this grant program to cover program development and implementation from May 30, 2019 through May 31, 2020. All future years of funding will be based on satisfactory programmatic progress and the availability of funds.

The population primarily served by the FWHS grant will be Hartford residents.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Luke A. Bronin".

Luke A. Bronin
Mayor

550 Main Street
Hartford, Connecticut 06103
Telephone (860) 757-9500
Facsimile (860) 722-6606

INTRODUCED BY:
Luke A. Bronin, Mayor

COURT OF COMMON COUNCIL
City of Hartford, August 12, 2019

WHEREAS, The State of Connecticut Department of Public Health (DPH) through the Family Wellness Healthy Start (FWHS) grant, has made available funding to improve women's health, improve family health and wellness to low-income high risk prenatal women and their families and to increase adequate prenatal care and inter-conception care, provide health education, assessments and screenings to pregnant women and their families; and

WHEREAS, The City of Hartford's Department of Health and Human Services was awarded \$75,000.00 by the DPH to implement the HFWS the first year, which covers May 30, 2019 through March 31, 2020. All future years funding will be based on satisfactory programmatic progress and the availability of funds; and

WHEREAS, The FWHS will focus on residents (primarily African American and Hispanic Americans) living in Hartford; now, therefore be it

RESOLVED, That the Hartford Court of Common Council hereby authorizes the Mayor of the City of Hartford to accept \$75,000.00 in HFWS grant funding to the City of Hartford, Department of Health and Human Services for the first year of the HFWS, which cover May 30, 2019 through March 31, 2020; and be it further

RESOLVED, That the Mayor is authorized to accept such further sums as may be additionally awarded by the grantor under the same program, for the five-year grant funding period May 30, 2019 through March 31, 2024, and for the same purposes; and be it further

RESOLVED, That the Council hereby authorizes the City to execute yearly contracts for the five-year grant funding period of May 30, 2019 through March 31, 2024; and be it further

RESOLVED, That the Mayor is hereby authorized to execute any and all manner of documents and to take such other actions as he and the Corporation Counsel may deem appropriate and in the best interests of the City in order to receive, contract, and expend the above referenced grant funds; and be it further

RESOLVED, That no person or entity shall be entitled to rely on, or otherwise claim, any benefit by reason of this resolution should the Mayor fail to execute the aforementioned agreements or other documents, or to take any of the other aforesaid actions; and be it further

RESOLVED, That all approvals and authorizations provided hereby are contingent upon, and only shall be effective on and by means of, the Mayor executing such agreements and documents, and taking such actions, all of which shall be, in form and substance, acceptable to the Mayor and the Corporation Counsel.

ITEM# 16 ON AGENDA

Court of Common Council

CITY OF HARTFORD
550 MAIN STREET
HARTFORD, CONNECTICUT 06103



Glendowlyn L. H. Thames, Council President
James Sánchez, Majority Leader
John Q. Gale, Assistant Majority Leader
Wildaliz Bermúdez, Minority Leader

Thomas J. Clarke II, Councilman
Larry Deutsch, Councilman
Claudine Fox, Councilwoman
Maly D. Rosado, Councilwoman
rJo Winch, Councilwoman

John V. Bazzano, Town and City Clerk

COMMUNICATION

August 12, 2019

Honorable Glendowlyn Thames, Council President and City Council Members
550 Main Street room 208
Hartford, Connecticut 06103

Dear Council President and City Council Members:

The Health and Human Services Committee held its regularly scheduled meeting on Monday, August 5, 2019 at 5:30 pm in the Council Chambers. The following were present:

Health and Human Services Committee Chair Larry Deutsch, committee member rJo Winch, Health and Human Services' Epidemiologist Tung Nguyen, Corporation Counsel's Demar Osbourne, Commission on Refugee and Immigration Affairs' Janet Bauer, Department of Family, Children, Youth and Recreation's Edward Doughtie, Amaldo Perez and Jane Crowell

Items for discussion:

Public comment:

The Chairman recognized Counselor Osbourne for his role in bringing "Tobacco 21" into fruition. He also stated that Hartford was the first city in Connecticut to officially raise the age of youths who wish to purchase tobacco products. This ordinance was then shared and adopted by other cities and then the State of Connecticut introduced it into law.

Other Business:

Summertime Update:

Cooling Centers: Epidemiologist Nguyen of the Health department, explained to the committee that there was a 2-tier activation system for opening the cooling centers. After 3 consecutive days of extreme heat and/or humidity, the first tier is activated which includes all senior centers, Arroyo Center, Parker Memorial, and the Hispanic Health Council. When the second tier is activated, the libraries and churches will serve as cooling centers as well. To date, there have been 2 activations, one in July and one in August.

Senior Centers: Epidemiologist Nguyen explained to the committee that the contracts for the senior centers have all been renewed. The North end center is run by Blue Hills Civic Association and the South end center is run by Catholic Charities. The centers are well utilized by the seniors. As far as recreation for the seniors, most of them are utilizing the pools. The recreation facilities at Parker Memorial and Pope park are frequented by seniors at Parker Memorial since the water temperature is 85 degree and they can spend more time exercising in the warm water. The senior Rideshare has been renewed with DATTCO. These buses are assisting the seniors to get about town for various appointments and shopping. The busses run five days a week for six and a half hours per day.

Pools: Mr. Doughtie, of Family, Children, Youth & Recreation, explained to the committee that the pools are being used by all. During the summer hours and heatwaves, there are family swim times. The City pools are open Monday through Friday and offer free swimming lessons and a toddler swim class. The splash pads have been updated and is very popular with City residents. Councilwoman Winch asked if it were possible to use these splash pads for special occasions, like birthday parties? Mr. Doughtie replied that most people were already doing this, but it may be possible to set aside some time. It would be like renting out one of the centers or the Atrium at City Hall.

Summer lunch: Mr. Doughtie explained that since the Hartford Board of Education's food system is now running the program and that it is doing better. For example, the day camps are now serving hot meals. Also, the summer program has teamed up with Hartford Food share and they give out kiddie meals for the City day campers to take home at the end of the day. Also, as a supplemental, the Food share truck parks at Pope park once a month for the neighborhood. Committee Chairman Deutsch inquired about Batterson Park and how it needs to be addressed with the new administration.

Commission on Refugee and Immigrant Affairs (CRIA) - Janet Bauer gave a brief update on the commission. The commission has established a newsletter and collaborated with the city's efforts with the upcoming census. But they are continually concerned about the safety and welfare of the immigrant and refugee population especially since the deportation orders. As such, many members of CRIA sit on boards and commissions like The Emergency Deportation in Hartford. Recently, CRIA conducted a health needs assessment with results mostly in the 50 to 60 percentiles. For example, about 60% of the immigrant population believe to be in "good" health but at least 50% of the population find it difficult interacting and 60% of the population believes that there are no safe and affordable activities in the city. Most of the respondents are legal permanent residents, ¼ are documented and the rest have refugee status. The commission will present the completed report in a few months.

With no further business the meeting was then adjourned.

Respectfully submitted by

Larry Deutsch
Larry Deutsch
Chairman of Health and Human Services Committee

Court of Common Council

ITEM#

17

ON AGENDA

ITEM#

CITY OF HARTFORD
550 MAIN STREET
HARTFORD, CONNECTICUT 06103



Glendowlyn L. H. Thames, Council President
James Sánchez, Majority Leader
John Q. Gale, Assistant Majority Leader
Wildaliz Bermúdez, Minority Leader

Thomas J. Clarke II, Councilman
Larry Deutsch, Councilman
Claudine Fox, Councilwoman
Maly D. Rosado, Councilwoman
Jo Winch, Councilwoman

John V. Bazzano, Town and City Clerk

COMMUNICATION

August 12, 2019

Honorable Glendowlyn L. H. Thames, Council President
City of Hartford
550 Main Street, Room 208
Hartford, CT 06103

Dear Members of the Court of Common Council:

Requested by Chairs the item below to be discharge from the Quality of Life and Public Safety Committee.

(COUNCILWOMAN WINCH) (MAJORITY LEADER SANCHEZ) Resolution requesting the establishment of a Fire Department Rescue Task Force to explore the feasibility of the City of Hartford proving its own ambulatory services. (ITEM 44 ON AGENDA 6/24/19)

Thomas T. J. Clarke II.

Thomas J. Clarke, II
Co-Chairman of QL&PS

James Sánchez
James Sánchez
Co-Chairman of QL&PS (H)

ITEM# 18 ON AGENDA

Court of Common Council

CITY OF HARTFORD
550 MAIN STREET
HARTFORD, CONNECTICUT 06103



Glendowlyn L. H. Thames, Council President
James Sánchez, Majority Leader
John Q. Gale, Assistant Majority Leader
Wildaliz Bermúdez, Minority Leader

Thomas J. Clarke II, Councilman
Larry Deutsch, Councilman
Claudine Fox, Councilwoman
Maly D. Rosado, Councilwoman
rJo Winch, Councilwoman

John V. Bazzano, Town and City Clerk

COMMUNICATION

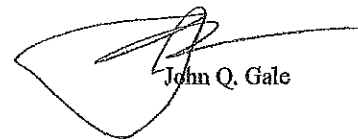
August 12, 2019

Honorable Glendowlyn L. H. Thames, Council President
City of Hartford
550 Main Street, Room 208
Hartford, CT 06103

Dear Members of the Court of Common Council:

Requested by Chair Assistant Majority Leader Gale, the item below is to be respectfully discharged from the Legislative Affairs Committee. Albert Gary appeared before the chair and is highly recommended.

- 3. COMMUNICATION FROM MAYOR BRONIN, with accompanying resolution confirming the appointments of Albert Gary and Juan Rivera to the Hartford Golf Course Oversight Commission. (ITEM #5 ON AGENDA OF JUNE 24, 2019)**



John Q. Gale

Chairman of the Legislative Affairs Committee

Court of Common Council

ITEM#

19

ON AGENDA

CITY OF HARTFORD
550 MAIN STREET
HARTFORD, CONNECTICUT 06103



Glendowlyn L. H. Thames, Council President
James Sánchez, Majority Leader
John Q. Gale, Assistant Majority Leader
Wildalíz Bermúdez, Minority Leader

Thomas J. Clarke II, Councilman
Larry Deutsch, Councilman
Claudine Fox, Councilwoman
Maly D. Rosado, Councilwoman
rJo Winch, Councilwoman

John V. Bazzano, Town and City Clerk

COMMUNICATION

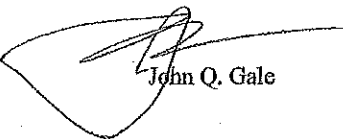
August 12, 2019

Honorable Glendowlyn L. H. Thames, Council President
City of Hartford
550 Main Street, Room 208
Hartford, CT 06103

Dear Members of the Court of Common Council:

Requested by Chair Assistant Majority Leader Gale, the item below is to be respectfully discharged from the Legislative Affairs Committee. Natasha Lombardi appeared before the chair and is highly recommended.

2. **COMMUNICATION FROM MAYOR BRONIN, with accompanying resolution confirming the appointment of Natasha Lombardi to the LGBTQ+ Commission. (ITEM #4 ON AGENDA OF JUNE 24, 2019)**



John Q. Gale

Chairman of the Legislative Affairs Committee

ITEM# 20 ON AGENDA
Court of Common Council

CITY OF HARTFORD
550 MAIN STREET
HARTFORD, CONNECTICUT 06103



Glendowlyn L. H. Thames, Council President
James Sánchez, Majority Leader
John Q. Gale, Assistant Majority Leader
Wildaliz Bermúdez, Minority Leader

Thomas J. Clarke II, Councilman
Larry Deutsch, Councilman
Claudine Fox, Councilwoman
Maly D. Rosado, Councilwoman
rJo Winch, Councilwoman

John V. Bazzano, Town and City Clerk

COMMUNICATION

August 12, 2019

Honorable Glendowlyn L. H. Thames, Council President
City of Hartford
550 Main Street, Room 208
Hartford, CT 06103

Dear Members of the Court of Common Council:

Requested by Chair Assistant Majority Leader Gale, the item below is to be respectfully discharged from the Legislative Affairs Committee. Andrea Hartman appeared before the chair and is highly recommended.

5. **COMMUNICATION FROM MAYOR BRONIN, with accompanying resolution confirming the appointment of Andrea Hartman to the Civilian Police Review Board (CPRB). (ITEM #10 ON AGENDA OF JUNE 24, 2019)**

A handwritten signature in black ink, appearing to be "John Q. Gale", is written over a horizontal line.

John Q. Gale

Chairman of the Legislative Affairs Committee

Court of Common Council

CITY OF HARTFORD
550 MAIN STREET
HARTFORD, CONNECTICUT 06103



Glendowlyn L. H. Thames, Council President
James Sánchez, Majority Leader
John Q. Gale, Assistant Majority Leader
Wildaliz Bermúdez, Minority Leader

Thomas J. Clarke II, Councilman
Larry Deutsch, Councilman
Claudine Fox, Councilwoman
Maly Rosado, Councilwoman
rJo Winch, Councilwoman

John V. Bazzano, Town and City Clerk

Report

August 12, 2019

Honorable Glendowlyn L. H. Thames, Council President
City of Hartford
550 Main Street, Room 208
Hartford, CT 06103

Dear Members of the Court of Common Council:

The Operations, Management, Budget, and Government Accountability Committee held a meeting on July 15, 2019 at 5:30pm in Council Chambers to discuss the following referred item as reflected on the committee agenda.

Item #8

Communication from Mayor Bronin with accompanying resolution that would effectively transfer the Board of Education's Fiscal Year 2018-2019 surplus, estimated to be \$2.5 million, back to the Board of Education for Fiscal Year 2019-2020.

The following were present: Committee Co-Chairwoman Glendowlyn L. H. Thames, Co-Chairman Thomas J. Clarke II, Majority Leader James Sánchez, Minority Leader Wildaliz Bermudez, non-committee council members, Assistant Majority Leader John Gale and Councilman Larry Deutsch.

Also present were, Howard Rifkin, Corporation Counsel, Erik Johnson, Director of Development Services, Jolita Lazauskas, Acting Director of Management, Budget & Grants, Erin Howard, Director of Economic Development Services, Rajpaul Singh, Accounting Supervisor, Finance Department,

Albert Gary, Principal, Toraal Development, LLC. Frank Appicelli, Attorney, 315 Trumbull Street, Nick Lorusso, General Manager, Hilton Hartford, Chris Chiappa, Glenn Jette and Mark Wolman, representatives of Waterford Hotel Group LLC. and other concerned citizens.

Jolita Lazauskas, Acting Director of Management, Budget & Grants, explained the purpose of the resolution concerning the authorization of the City to transfer the Board of Education's Fiscal Year 2018-2019 surplus, estimated to be \$2.5 million, back to the Board of Education for Fiscal Year 2019-2020.

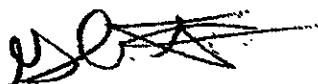
A discussion ensued amongst the OMBGA committee members and Ms. Lazauskas regarding the desire of the City to support the Board of Education's Fiscal 20 Budget.

A motion was made by Councilman Thomas J. Clarke II and seconded Minority Leader Wildaliz Bermudez to send this item to full Council with a favorable recommendation.

Vote Taken: (3-0-2-Absent- 0-Recused- Pass)

Co-Chairwoman Thames: Yes
Co-Chairman Clarke II: Yes
Councilman Sánchez: Absent
Councilwoman Bermúdez: Yes
Councilwoman Rosado: Absent

Respectfully Submitted,



Glendowlyn L. H. Thames
Co-Chairwoman of OMBGA

Thomas J. Clarke II
Co-Chairman of OMBGA



Luke A. Bronin
Mayor

May 13, 2019

Honorable Glendowlyn Thames, Council President
Members of the Court of Common Council
City of Hartford
550 Main Street
Hartford, CT 06103

RE: Transfer of Board of Education Surplus Back to the Board of Education

Dear Council President Thames,

Attached for your consideration is a resolution that would effectively transfer the Board of Education's Fiscal Year 2018-2019 surplus, estimated to be \$2.5 million, back to the Board of Education for Fiscal Year 2019-2020.

As you know, we have made it a priority to protect funding for the Board of Education as we have confronted our fiscal crisis. In addition to maintaining funding for education in my Recommended Budget, I proposed allocating any additional education funding from the State to the Board of Education even if the State allows us to use half of that funding for non-education operating expenses, as is proposed in the Governor's budget. The Governor's proposed budget would give Hartford \$3.2 million in additional funding.

This \$2.5 million would be in addition to that funding. Corporation Counsel's office is happy to answer any questions you may have. Thank you for your consideration.

Respectfully submitted,

A handwritten signature in black ink, appearing to be "LB", followed by a horizontal line.

Luke A. Bronin
Mayor

550 Main Street
Hartford, Connecticut 06103
Telephone (860) 757-9500
Facsimile (860) 722-6606

INTRODUCED BY:
Luke A. Bronin, Mayor

COURT OF COMMON COUNCIL
City of Hartford, May 13, 2019

WHEREAS, The Hartford Board of Education estimates that there will be approximately a \$2.5 million surplus in the current Fiscal Year '19 Budget; and

WHEREAS, Under current finance policies any surplus of a department or board of the City are transferred to the City Fund Balance for the following fiscal year; and

WHEREAS, It is the desire of the City to support the Board of Education's Fiscal '20 Budget to the greatest extent possible; and

WHEREAS, Said finance policies contemplate the ability to commit Fund Balance from the previous Fiscal Year for specific purposes with approval of the Court of Common Council; now therefore be it,

RESOLVED, That the Court of Common Council hereby authorizes the commitment of Fund Balance in Fiscal Year '19 of an amount equal to the audited surplus funds in the Board of Education Budget to be spent in Fiscal Year '20; and be it further

RESOLVED, Such commitment of funds shall be used by the Board of Education in the provision of education services to the school children of Hartford.

Court of Common Council

CITY OF HARTFORD
550 MAIN STREET
HARTFORD, CONNECTICUT 06103



Glendowlyn L. H. Thames, Council President
James Sánchez, Majority Leader
John Q. Gale, Assistant Majority Leader
Wildaliz Bermúdez, Minority Leader

Thomas J. Clarke II, Councilman
Larry Deutsch, Councilman
Claudine Fox, Councilwoman
Maly Rosado, Councilwoman
rJo Winch, Councilwoman

John V. Bazzano, Town and City Clerk

Report

August 12, 2019

Honorable Glendowlyn L. H. Thames, Council President
City of Hartford
550 Main Street, Room 208
Hartford, CT 06103

Dear Members of the Court of Common Council:

The Operations, Management, Budget, and Government Accountability Committee held a meeting on July 15, 2019 at 5:30pm in Council Chambers to discuss the following referred item as reflected on the committee agenda.

Item #5

Communication from Mayor Bronin with accompanying resolution authorizing the Mayor to submit a Section 108 Loan Guarantee Program Application for the renovation of the Hilton Hotel at 315 Trumbull Street.

The following were present: Committee Co-Chairwoman Glendowlyn L. H. Thames, Co-Chairman Thomas J. Clarke II, Majority Leader James Sánchez, Minority Leader Wildaliz Bermudez, non-committee council members, Assistant Majority Leader John Gale and Councilman Larry Deutsch.

Also present were, Howard Rifkin, Corporation Counsel, Erik Johnson, Director of Development Services, Jolita Lazauskas, Acting Director of Management, Budget & Grants, Erin Howard, Director of Economic Development Services, Rajpaul Singh, Accounting Supervisor, Finance Department,

Albert Gary, Principal, Toraal Development, LLC. Frank Appicelli, Attorney, 315 Trumbull Street, Nick Lorusso, General Manager, Hilton Hartford, Chris Chiappa, Glenn Jette and Mark Wolman, representatives of Waterford Hotel Group LLC. and other concerned citizens.

Erin Howard, Director of Economic Development Services, Erik Johnson, Director of Development Services, Frank Appicelli, Attorney, 315 Trumbull Street and Mark Wolman Representative of Waterford Hotel Group LLC. explained the purpose of the resolution concerning the authorization of the City to submit a Section 108 Loan Guarantee Program Application for the renovation of the Hilton Hotel at 315 Trumbull Street Housing and Urban Development (HUD) under the Community Development Block Grant Program (CDBG).

Ms. Howard and Mr. Johnson shared that the loan funds would be used for renovation of 393 guestrooms and suites which would in turn supports approximately 130 low to moderate-income jobs and that the owners have invested \$1 million for capital improvements and” Herb N Kitchen” a food and beverage concept (please see attached PPT).


A lengthy discussion ensued amongst the OMBGA committee members Ms. Howard, Mr. Johnson, Mr. Appicelli, and Mr. Wolman regarding the Job Retention Agreement, Capital Improvement Agreement, renovations, capital reserve, Community Benefits Agreement and safeguarding the funds through HUD.

A motion was made by Councilman Thomas J. Clarke II and seconded Minority Leader Wildaliz Bermudez to send this item to full Council with a favorable recommendation.

Vote Taken: (3-0-2-Absent- 0-Recused- Pass)

Co-Chairwoman Thames: Yes
Co-Chairman Clarke II: Yes
Councilman Sánchez: Absent
Councilwoman Bermúdez: Yes
Councilwoman Rosado: Absent

Respectfully Submitted,



Glendowlyn L. H. Thames
Co-Chairwoman of OMBGA

Thomas J. Clarke II
Co-Chairman of OMBGA



Luke A. Bronin
Mayor

June 10, 2019

Honorable Glendowlyn Thames, Council President and
Members of the Court of Common Council
City of Hartford
550 Main Street
Hartford, CT 06103

RE: 108 Loan Application -- Hilton Hotel

Dear Council President Thames,

Enclosed is a resolution for consideration by the Court of Common Council (the "Council") which would authorize the Mayor to submit a Section 108 Loan Guarantee Program Application for the renovation of the Hilton Hotel at 315 Trumbull Street to the United States Department of Housing and Urban Development under the Community Development Block Grant Program (CDBG).

Under the CDBG program and consistent with the City's FY 2019-2020 annual action plans goals and objectives, the City is able to utilize some of its entitlement funds as guarantee funds to support economic growth and development that support low to moderate-income citizens.

The Hartford Hilton is a full-service hotel located in downtown Hartford and includes 393 guestrooms and suites, 15,000 square feet of flexible, meeting space, wireless internet access, as well as a bar and restaurant and employs approximately 130 low to moderate-income citizens.

In 2010, the City successfully submitted an application and secured a \$7,000,000 Section 108 Loan on behalf of the Hilton Hotel that preserved jobs and supported the new ownership group. As part of this deal, the City amended an air rights agreement and ground lease as well as required the new ownership to maintain the Hilton flagship. To date, the existing loan is in good standing and the new owners have complied with the obligations under the existing loan and agreement with the City.

Today, the hotel is in need of guestroom renovations as required by the Hilton brand and licensing agreement. The additional Section 108 funds are essential to the funding of the required renovation projects. The owner of the project has contributed \$1 million in additional equity for the capital requirements of the new "Herb N' Kitchen" food and beverage concept which is part of the Hilton brand renovation requirements.

Therefore, The Hilton is looking for the City to support an additional \$4.75 million dollars in financial assistance to meet the brand requirements by way of a second 108 Loan Application to the United States Department of Housing and Urban Development. Thank you for your consideration.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Luke A. Bronin", is written over a horizontal line.

Luke A. Bronin
Mayor

550 Main Street
Hartford, Connecticut 06103
Telephone (860) 757-9500
Facsimile (860) 722-6606

INTRODUCED BY:
Luke A. Bronin, Mayor

COURT OF COMMON COUNCIL
City of Hartford, June 10, 2019

WHEREAS, the City of Hartford is designated as an Entitlement City under the U. S. Department of Housing and Urban Development (HUD) Community Development Block Grant (CDBG) Program; and

WHEREAS, the CDBG Program allows municipalities to use a portion of their CDBG entitlement funds as guarantee funds to support Section 108 loan financing for economic development projects, and

WHEREAS, in accordance with the City's FY2019-2020 CDBG Annual Action Plan, the City of Hartford proposes to apply for a HUD Section 108 Loan Guarantee for the renovation of the Hilton Hotel at 315 Trumbull Street; and

WHEREAS, the Hilton Hotel is a unionized hotel that employs approximately 130 jobs that support low to moderate income persons within the City of Hartford; and

WHEREAS, the Hilton Hotel is required to perform brand renovations under its brand licensing agreement; and

WHEREAS, the City of Hartford desires to facilitate economic growth and job preservation of low to moderate income jobs within the city of Hartford, and

WHEREAS, the City of Hartford desires to make application to HUD on behalf of the hotel project for a Section 108 Loan Guarantee in the amount of \$4.75 million, with the intent to loan the funds to a third-party developer; and

WHEREAS, the loan funds will be used for renovation of 393 guestrooms which in turn supports approximately 130 low to moderate-income jobs; and

WHEREAS, federal regulations require the City to make certain certifications and assurances to HUD as a part of the City's Section 108 Loan application; be it

RESOLVED, That the Court of Common Council hereby authorizes the Mayor, subject to his review and approval of a Term Sheet for the loan and amendments to the existing ground lease, to submit a HUD Section 108 Loan Guarantee application for \$4.75 million for the proposed hotel project at 315 Trumbull Street, as part of its housing and community development goals, objectives and strategies for fiscal year 2019-2020; and be it further

RESOLVED, that the Mayor is hereby authorized to execute any and all manner of other documents and to take such other actions as he and the Corporation Counsel may deem appropriate and in the best interest of the City in order to effectuate the above transaction, upon approval of the Term Sheet and associated ground lease amendments, and be it further

RESOLVED, that no person or entity shall be entitled to rely on, or otherwise claim any benefit by reason of this resolution should the Mayor fail to execute the aforementioned agreements or other documents, or to take any of the other aforesaid actions, and be it further

RESOLVED, that all approvals and authorizations provided hereby are contingent upon, and only shall be effective on and by means of, the Mayor executing such application and taking such actions, all of which shall be, in form and substance, acceptable to the Mayor and the Corporation Counsel.

Court of Common Council

CITY OF HARTFORD
550 MAIN STREET
HARTFORD, CONNECTICUT 06103



Glendowlyn L. H. Thames, Council President
James Sánchez, Majority Leader
John Q. Gale, Assistant Majority Leader
Wildaliz Bermúdez, Minority Leader

Thomas J. Clarke II, Councilman
Larry Deutsch, Councilman
Claudine Fox, Councilwoman
Maly Rosado, Councilwoman
rJo Winch, Councilwoman

John V. Bazzano, Town and City Clerk

Report

August 12, 2019

Honorable Glendowlyn L. H. Thames, Council President
City of Hartford
550 Main Street, Room 208
Hartford, CT 06103

Dear Members of the Court of Common Council:

The Operations, Management, Budget, and Government Accountability Committee held a meeting on July 15, 2019 at 5:30pm in Council Chambers to discuss the following referred item as reflected on the committee agenda.

Item #4

Communication from Mayor Bronin with accompanying resolution authorizing the City of Hartford to amend the existing ground lease with 315 Trumbull Street Associates, LLC for 3 parcels of land located at 315 Trumbull Street.

The following were present: Committee Co-Chairwoman Glendowlyn L. H. Thames, Co-Chairman Thomas J. Clarke II, Majority Leader James Sánchez, Minority Leader Wildaliz Bermudez, non-committee council members, Assistant Majority Leader John Gale and Councilman Larry Deutsch.

Also present were, Howard Rifkin, Corporation Counsel, Erik Johnson, Director of Development Services, Jolita Lazauskas, Acting Director of Management, Budget & Grants, Erin Howard, Director of Economic Development Services, Rajpaul Singh, Accounting Supervisor, Finance Department. Albert Gary, Principal, Toraal Development, LLC. Frank Appicelli, Attorney, 315 Trumbull Street, Nick Lorusso, General Manager, Hilton Hartford, Chris Chiappa, Glenn Jette and Mark Wolman, representatives of Waterford Hotel Group LLC. and other concerned citizens.

Erin Howard, Director of Economic Development Services, Erik Johnson, Director of Development Services, Frank Appicelli, Attorney, 315 Trumbull Street and Mark Wolman representative of Waterford Hotel Group LLC. explained the purpose of the resolution concerning the authorization of the City to amend the existing ground lease with 315 Trumbull Street Associates, LLC for 3 parcels of land located at 315 Trumbull Street.

Ms. Howard and Mr. Johnson shared that the loan funds would be used for renovation of 393 guestrooms and suites. However, the ground lease needs to be re-negotiated to reflect an additional loan and any loan terms associated with the new agreement according to HUD requirements (please see attached PPT).

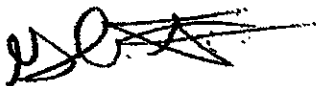
A lengthy discussion ensued amongst the OMBGA committee members Ms. Howard, Mr. Johnson, Mr. Appicelli, and Mr. Wolman regarding the new ground Lease terms, Job Retention Agreement, Capital Improvement Agreement, renovations, capital reserve, Community Benefits Agreement and safeguarding the funds through HUD.

A motion was made by Councilman Thomas J. Clarke II and seconded Minority Leader Wildaliz Bermudez to send this item to full Council with a favorable recommendation.

Vote Taken: (3-0-2-Absent- 0-Recused- Pass)

Co-Chairwoman Thames: Yes
Co-Chairman Clarke II: Yes
Councilman Sánchez: Absent
Councilwoman Bermúdez: Yes
Councilwoman Rosado: Absent

Respectfully Submitted,



Glendowlyn L. H. Thames
Co-Chairwoman of OMBGA

Thomas J. Clarke II
Co-Chairman of OMBGA



Luke A. Bronin
Mayor

June 10, 2019

Honorable Glendowlyn Thames, Council President and
Members of the Court of Common Council
City of Hartford
550 Main Street
Hartford, CT 06103

RE: Ground Lease – Hilton Hotel

Dear Council President Thames:

Enclosed is a resolution for consideration by the Court of Common Council (the "Council") which would authorize the Mayor to amend the existing ground lease with 315 Trumbull Street Associates, LLC for 3 parcels of land located at 315 Trumbull Street.

In 2010, the City successfully submitted an application and secured a \$7,000,000 Section 108 Loan on behalf of the Hilton Hotel that preserved jobs and supported a new ownership group. As part of this deal, the City amended an air rights agreement and ground lease associated with the property that reflected the original terms of the loan.

Today, the hotel is in need of guestroom renovations as required by the Hilton brand and licensing agreement. The owners of the Hilton Hotel are seeking a second Section 108 Loan from the United States Department of Housing and Urban Development under the Community Development Block Grant Program (CDBG). Please refer to the 108 Loan Application resolution that is being submitted at the same time as this request.

However, per the terms of the lease agreement, an amendment to the ground lease is required to allow for more debt against the property as well as extending the lease terms that also reflect the terms of the second loan.

The specific terms of the ground lease with the owner are more particularly set forth in a detailed term sheet that is forthcoming to Council. Thank you for your consideration.

Respectfully submitted,

A handwritten signature in dark ink, appearing to read "Luke A. Bronin", is written over a horizontal line.

Luke A. Bronin
Mayor

550 Main Street
Hartford, Connecticut 06103
Telephone (860) 757-9500
Facsimile (860) 722-6606

INTRODUCED BY:
Luke A. Bronin, Mayor

COURT OF COMMON COUNCIL
City of Hartford, June 10, 2019

WHEREAS, the City of Hartford entered into a ground lease and space agreement with 315 Trumbull Street Associates, LLC, for 3 parcels of land located at 315 Trumbull Street; and

WHEREAS, the current owners are looking to secure a second Section 108 Loan on the property in order to renovate the Hilton Hotel located on the premises as required by the Hilton brand; and

WHEREAS, Per the terms of the existing ground lease and space agreement, the ground lease needs to be re-negotiated to reflect an additional loan and any loan terms associated; and

WHEREAS, the specific terms of the ground lease are more particularly set forth in the forthcoming term sheet; and

WHEREAS, the renegotiated ground lease will allow for the renovation of the 393 guestrooms and suites; and therefore, be it

RESOLVED, That the Court of Common Council hereby authorizes the Mayor, subject to his review and approval of the Loan Term sheet, amend the existing ground and space lease with 315 Trumbull Street Associates, LLC.

RESOLVED, that the Mayor is hereby authorized to execute any and all manner of other documents and to take such other actions as he and the Corporation Counsel may deem appropriate and in the best interest of the City in order to effectuate the above transaction, and be it further

RESOLVED, that no person or entity shall be entitled to rely on, or otherwise claim any benefit by reason of this resolution should the Mayor fail to execute the aforementioned agreements or other documents, or to take any of the other aforesaid actions, and be it further

RESOLVED, that all approvals and authorizations provided hereby are contingent upon, and only shall be effective on and by means of, the Mayor executing such application and taking such actions, all of which shall be, in form and substance, acceptable to the Mayor and the Corporation Counsel.

Court of Common Council

CITY OF HARTFORD
550 MAIN STREET
HARTFORD, CONNECTICUT 06103



Glendowlyn L. H. Thames, Council President
James Sánchez, Majority Leader
John Q. Gale, Assistant Majority Leader
Wildaliz Bermúdez, Minority Leader

Thomas J. Clarke II, Councilman
Larry Deutsch, Councilman
Claudine Fox, Councilwoman
Maly Rosado, Councilwoman
rJo Winch, Councilwoman

John V. Bazzano, Town and City Clerk

Report

August 12, 2019

Honorable Glendowlyn L. H. Thames, Council President
City of Hartford
550 Main Street, Room 208
Hartford, CT 06103

Dear Members of the Court of Common Council:

The Operations, Management, Budget, and Government Accountability Committee held a meeting on July 15, 2019 at 5:30pm in Council Chambers to discuss the following referred item as reflected on the committee agenda.

Item #1

Communication from Mayor Bronin with accompanying resolution authorizing the write off of the following receivables from 2007 or earlier, effective June 30, 2019, which were deemed uncollectible.

The following were present: Committee Co-Chairwoman Glendowlyn L. H. Thames, Co-Chairman Thomas J. Clarke II, Majority Leader James Sánchez, Minority Leader Wildaliz Bermudez, non-committee council members, Assistant Majority Leader John Gale and Councilman Larry Deutsch.

Also present were, Howard Rifkin, Corporation Counsel, Erik Johnson, Director of Development Services, Jolita Lazauskas, Acting Director of Management, Budget & Grants, Erin Howard, Director of Economic Development Services, Rajpaul Singh, Accounting Supervisor, Finance Department,

Albert Gary, Principal, Toraal Development, LLC. Frank Appicelli, Attorney, 315 Trumbull Street, Nick Lorusso, General Manager, Hilton Hartford, Chris Chiappa, Glenn Jette and Mark Wolman, representatives of Waterford Hotel Group LLC. and other concerned citizens.

Jolita Lazauskas, Acting Director of Management, Budget & Grants and Rajpaul Singh, Accounting Supervisor, Finance Department, explained the purpose of the resolution concerning the authorization of the City to write off outstanding receivables from Licenses & Inspection in the amount of \$217,090.00 and Finance in the amount of \$115,038.08 that have been deemed uncollectible by the Finance Department effective June 30, 2019.

Ms. Lazauskas and Mr. Singh shared with the OMBGA Committee that the Licenses & Inspection and Finance receivables date back to 2007 or earlier and that efforts have been made to collect the outstanding receivable for many years.

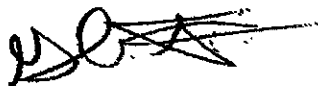
A lengthy discussion ensued amongst the OMBGA committee members Ms. Lazauskas and Mr. Singh regarding improved collection procedures and how the process has increase collections of outstanding receivables and the Internal Audit review.

A motion was made by Councilman Thomas J. Clarke II and seconded Minority Leader Wildaliz Bermudez to send this item to full Council with a favorable recommendation.

Vote Taken: (3-0-2-Absent- 0-Recused- Pass)

Co-Chairwoman Thames: Yes
Co-Chairman Clarke II: Yes
Councilman Sánchez: Absent
Councilwoman Bermúdez: Yes
Councilwoman Rosado: Absent

Respectfully Submitted,



Glendowlyn L. H. Thames
Co-Chairwoman of OMBGA

Thomas J. Clarke II
Co-Chairman of OMBGA



Luke A. Bronin
Mayor

July 8, 2019

Honorable Glendowlyn L.H. Thames, Council President and
Members of the Court of Common Council
City of Hartford
550 Main Street
Hartford, CT 06103

RE: Long Term Uncollectible Receivables From 2007 or Earlier

Dear Council President Thames,

As part of the Finance Department's review of outstanding receivables, in accordance with the City's current write off policy, attached for your consideration is a resolution authorizing the write off of the following receivables from 2007 or earlier, effective June 30, 2019, which were deemed uncollectible.

- (1) Licenses & Inspection – \$217,090.00. These are unenforceable receivables dating back to 2001 and older because no liens were filed on behalf of the City for L&I remediation expenses. These 3 charges stem from activities such as board-ups, demolitions, and other actions deemed necessary to render private properties safe in accordance with the City's Municipal Code. The City is unable to collect on these receivables which are made up of \$62,200.00 against 149 Buckingham Street; \$69,400.00 against 194-196 Hillside Avenue; and \$85,490.00 against 200 Sigourney Street.
- (2) Finance – \$115,038.08. As noted in internal audit report 1912, these receivables are uncollectable invoices that were issued for police private duty services prior to fiscal year 2007. These bills include Eddie's Evergreen Mobile for \$57,516.00 and Funchal Properties LLC for \$57,522.08.

The Finance Department will be able to answer any questions you may have. Thank you for your consideration.

Respectfully submitted,

A handwritten signature in black ink, appearing to be "L. Bronin", written over a horizontal line.

Luke A. Bronin
Mayor

550 Main Street
Hartford, Connecticut 06103
Telephone (860) 757-9500
Facsimile (860) 722-6606

INTRODUCED BY:
Luke A. Bronin, Mayor

COURT OF COMMON COUNCIL
City of Hartford, July 8, 2019

WHEREAS, There are on file in the Finance Department receivables for the following departments: (1) Licenses & Inspection - \$217,090.00 in unenforceable bills from 2001 and older that were issued for remediation expenses such as board-ups and demolitions to render properties safe in accordance with the City's Municipal Code; (2) Finance - \$115,038.08 in uncollectible bills that were issued for police private duty prior to fiscal year 2007; all of which are certified by the Finance Department to be uncollectible; and

WHEREAS, Research has determined that the receivables have been settled through sale, foreclosure, City acquired property or have otherwise been invalidated; and

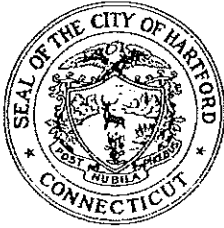
WHEREAS, There is no further action that can be taken to collect these balances; and

WHEREAS, Nothing herein contained shall be construed as an abatement of these accounts receivable; now, therefore, be it

RESOLVED, That the aggregate sum of these outstanding receivables for (1) Licenses & Inspection - \$217,090.00; (2) Finance - \$115,038.08; be deemed uncollectible and be written off effective June 30, 2019 and hereby adjusted in the General Ledger of the City of Hartford.

Court of Common Council

CITY OF HARTFORD
550 MAIN STREET
HARTFORD, CONNECTICUT 06103



Glendowlyn L. H. Thames, Council President
James Sánchez, Majority Leader
John Q. Gale, Assistant Majority Leader
Wildaliz Bermúdez, Minority Leader

Report

Thomas J. Clarke II, Councilman
Larry Deutsch, Councilman
Claudine Fox, Councilwoman
Maly D. Rosado, Councilwoman
rJo Winch, Councilwoman

John V. Bazzano, Town and City Clerk

August 12, 2019

Honorable Glendowlyn L.H. Thames, Council President &
Members of the Court of Common Council
City of Hartford
550 Main Street, Suite 208
Hartford, Ct 06103

Dear Council President and Members of the Court of Common Council:

The Labor, Education, Workforce, & Youth Development Committee held a special meeting on July 11, 2019, at 6:00 p.m. in the Council Chambers to discuss the following:

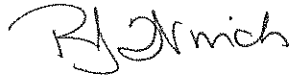
Present: Chairwoman Winch and Councilman Deutsch.

Referred Item:

1. RESOLUTION EXPRESSING THE COURT OF COMMON COUNCIL CONTINUED SUPPORT FOR LEGISLATION WHICH LEADS TO EVERYONE HAVING THE ABILITY TO HAVE A BETTER LIFE AFTER COMPLETING ALL REQUIREMENTS OF THEIR RELEASE FROM INCARCERATION AND BECOMING A VALUABLE MEMBER OF SOCIETY. (COUNCILWOMAN WINCH) (ITEM #30 ON THE JUNE 10TH AGENDA).

- Motion made by Councilwoman Winch (Second: Councilman Deutsch) to send this item with a favorable report to the full Council for their approval.
- Roll Call Vote:
2 – Yes; 0 – No; 0 – Abstain; 2 – Absent.
Motion Carries.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "RJo Winch". The signature is stylized with a large, looped "R" and a cursive "Winch".

Councilwoman RJo Winch
Chair of the Labor, Education, Workforce, & Youth Development Committee

INTRODUCED BY:
Councilwoman Rjo Winch

COURT OF COMMON COUNCIL
City of Hartford
June 10, 2019

Eliminate Obstacles to Employment Opportunities

Whereas: Several residents of the City of Hartford often express the desire to work for their local government; and

Whereas: Many are denied this opportunity because of past negative experiences with the law; and

Whereas: The State of Connecticut has deemed itself at State of a Second chance. Therefore, be it

Resolved: That the Court of Common Council expresses its continued support for legislation such as "Band the Box" and "2nd chance legislation" which lead to everyone having the ability to have a better life after completing all requirements of their release from incarceration and becoming valuable members of society.

ITEM #

ON AGENDA

Court of Common Council

CITY OF HARTFORD
550 MAIN STREET
HARTFORD, CONNECTICUT 06103



Glendowlyn L. H. Thames, Council President
James Sánchez, Majority Leader
John Q. Gale, Assistant Majority Leader
Wildaliz Bermúdez, Minority Leader

Report

Thomas J. Clarke II, Councilman
Larry Deutsch, Councilman
Claudine Fox, Councilwoman
Maly D. Rosado, Councilwoman
rJo Winch, Councilwoman

John V. Bazzano, Town and City Clerk

August 12, 2019

Honorable Glendowlyn L.H. Thames, Council President &
Members of the Court of Common Council
City of Hartford
550 Main Street, Suite 208
Hartford, Ct 06103

Dear Council President and Members of the Court of Common Council:

The Labor, Education, Workforce, & Youth Development Committee held a special meeting on July 11, 2019, at 6:00 p.m. in the Council Chambers to discuss the following:

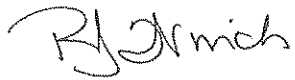
Present: Chairwoman Winch and Councilman Deutsch.

Referred Item:

1. Resolution requesting that all contractual and payment agreements and on-going monitoring and enforcement be made immediately available from this Administration by regular reporting to Council and the public, and by special request of interested or affected persons or agencies. (COUNCILMAN DEUTSCH) (ITEM #42 ON THE JUNE 24TH AGENDA).
 - Motion made by Councilwoman Winch (Second: Councilman Deutsch) to send this item with no recommendation to the full Council for their approval.

- Roll Call Vote:
2 – Yes; 0 – No; 0 – Abstain; 2 – Absent.
Motion Carries.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "RJo Winch". The signature is fluid and cursive, with the first letters of the first and last names being capitalized and prominent.

Councilwoman rJo Winch
Chair of the Labor, Education, Workforce, & Youth Development Committee

INTRODUCED BY
Larry Deutsch, Councilperson

COURT OF COMMON COUNCIL
24 June 2019

WHEREAS, those who are Hartford residents and conduct business with City agencies may expect security and accountability for storage and use of their protected information, and

WHEREAS, measures for storing, utilizing, and protecting information held by City agencies and by business entities with outsourced work, and payment received for their services, must be detailed through sharing and payment contracts authorized by Court of Common Council and with public disclosure and monitoring, all in accordance with federal and state regulations for protecting private information (such as for personal financial documents and for protected health information such as required in Health Insurance Portability and Accountability Act (HIPAA), and availability through Freedom of Information Act) and

WHEREAS, evidence apparently has been lacking or unavailable through Mayor's offices or departments in City administration for details of certain business relationships for privacy protection* or monitoring** through formal authorized signed contracts for gathering and utilization of personal or surveillance data, and with accountability for protecting that data particularly through such outsourced business relationships, and liability for failure to adhere, therefore be it

RESOLVED, that all contractual and payment agreements and on-going monitoring and enforcement be made immediately available from this Administration by regular reporting to Council and the public, and by special request of interested or affected persons or agencies.

* Secova, Inc: company was formerly known as UltraLink, Inc. and changed its name to Secova Inc. in October 2006. Secova Inc. was founded in 1989 and is based in Newport Beach, California, with additional offices and delivery centers in California; New Jersey; and Chennai, India. Secova Inc. operates as a subsidiary of Unum Group. According to S&P Global Market Intelligence and Bloomberg, for five principal financial officers there is no Stock Options or Total Compensation data, nor Board Memberships, data available.

** Vulcan Security Technologies, Inc, South Windsor, CT.:

Court of Common Council

ITEM#

27

ON AGENDA

CITY OF HARTFORD
550 MAIN STREET
HARTFORD, CONNECTICUT 06103



Glendowlyn L. H. Thames, Council President
James Sánchez, Majority Leader
John Q. Gale, Assistant Majority Leader
Wildaliz Bermúdez, Minority Leader

Report

Thomas J. Clarke II, Councilman
Larry Deutsch, Councilman
Claudine Fox, Councilwoman
Maly D. Rosado, Councilwoman
Jo Winch, Councilwoman

John V. Bazzano, Town and City Clerk

August 12, 2019

Honorable Glendowlyn L.H. Thames, Council President &
Members of the Court of Common Council
City of Hartford
550 Main Street, Suite 208
Hartford, Ct 06103

Dear Council President and Members of the Court of Common Council:

The Labor, Education, Workforce, & Youth Development Committee held a special meeting on July 11, 2019, at 6:00 p.m. in the Council Chambers to discuss the following:

Present: * Chairwoman Winch and Councilman Deutsch.

Referred Item:

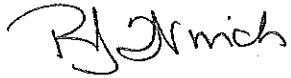
1. RESOLUTION REQUESTING THAT THE MAYOR EMPLOY DEPARTMENT LEADERSHIP OPPORTUNITIES TO CREATE MEASURES WITHIN THEIR DEPARTMENT TO ASSESS THE MORALE OF THEIR WORKERS AND CREATE A VISIBLE INCENTIVE PROGRAMS. (COUNCILWOMAN WINCH) (ITEM #29 ON THE JUNE 10TH AGENDA).

- Motion made by Councilwoman Winch (Second: Councilman Deutsch) to send this item with a favorable recommendation to the full Council for their approval. Prior to the vote Councilwoman Winch along with the Director and Deputy Director agreed to do an outside

anomalous survey of the entire Department of Public Works and also agreed to the resolve in this resolution

- Roll Call Vote:
2 – Yes; 0 – No; 0 – Abstain; 2 – Absent.
Motion Carries.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "RJo Winch". The signature is stylized with a large, looped "R" and a cursive "Winch".

Councilwoman RJo Winch
Chair of the Labor, Education, Workforce, & Youth Development Committee

INTRODUCED BY:
Councilwoman rJo Winch

COURT OF COMMON COUNCIL
City of Hartford
June 10, 2019

Create Incentive Programs to Increase Morale

- Whereas:** Several City of Hartford employees have expressed their feelings of devalued and not appreciated by management; and
- Whereas:** Opportunities that may currently be available have not been disseminated in a common place where employees may be aware of promotional and advancement opportunities, and
- Whereas:** Workers who feel appreciated by recognition or compensation perform their assigned duties in an exemplary manner and provide exceptional services to the residents of the city Hartford, who then also feel valued. Therefore, be it
- Resolved:** That the Court of Common Council requests the Mayor to employ Department leadership to create measures within their departments to assess the morale of their workers and create visible incentive programs.

Court of Common Council

CITY OF HARTFORD
550 MAIN STREET
HARTFORD, CONNECTICUT 06103



Glendowlyn L. H. Thames, Council President
James Sánchez, Majority Leader
John Q. Gale, Assistant Majority Leader
Wildaliz Bermúdez, Minority Leader

Thomas J. Clarke II, Councilman
Larry Deutsch, Councilman
Claudine Fox, Councilwoman
Maly D. Rosado, Councilwoman
rJo Winch, Councilwoman

John V. Bazzano, Town and City Clerk

Report

August 12, 2019

Honorable Glendowlyn L. H. Thames, Council President
City of Hartford
550 Main Street, Room 208
Hartford, CT 06103

Dear Members of the Court of Common Council:

The Quality of Life and Public Safety Committee held its special meeting on July 16th, 2019 at 5:30 pm at Parker Memorial to discuss the following referred item as reflected on the committee agenda.

Item #1

MAYOR BRONIN, with accompanying resolution authorizing the Mayor to apply for and accept a grant in the amount of \$69,751.66 from the State of Connecticut Department of Transportation Highway Safety Office for enforcement of underage drinking. (ITEM 1 ON AGENDA 6/24/19)

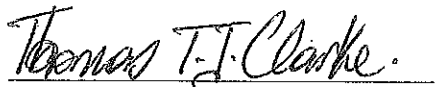
The following were present: Committee Co-Chairman Thomas J. Clarke, II, Co-Chairman James Sánchez, Councilwoman Rjo and Councilwoman Fox. Also present were, Interim Chief Thody, Chief Freeman HFD.

A motion was made by Majority Leader Sánchez to move item with a favorable recommendation to full council; Second by Councilman Clarke II.

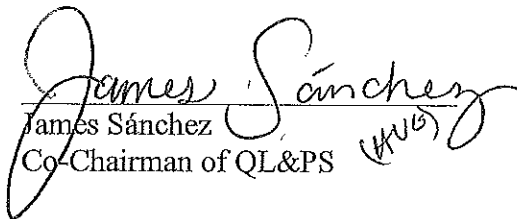
Vote Taken (4-0. 1Absent. Pass)

Councilman Thomas J. Clarke II: Yes
Councilman James Sánchez: Yes
Councilwoman Rjo Winch: Yes
Councilwoman Claudine Fox: Yes
Councilwoman Maly Rosado: Absent

Respectfully Submitted,



Thomas J. Clarke, II
Co-Chairman of QL&PS



James Sánchez
Co-Chairman of QL&PS (HUB)



Luke A. Bronin
Mayor

June 24, 2019

Honorable Glendowlyn L.H. Thames, President and
Members of the Court of Common Council
City of Hartford
550 Main Street
Hartford, CT 06103

RE: FY 2019 Underage Drinking Enforcement Program

Dear Council President Thames,

Attached for your consideration is a resolution authorizing the Mayor to apply for and accept a grant in the amount of \$69,751.66 from the State of Connecticut Department of Transportation Highway Safety Office for enforcement of underage drinking.

The purpose of this grant is to fund annual high visibility enforcement efforts by the Hartford Police Department to decrease underage drinking. The enforcement will focus on concert venues identified to have higher rates of underage drinking, disorderly conduct, and assaults as a result of underage intoxication. This grant covers 100% of overtime costs dedicated to enforcement and provides full fringe costs, for total funding of \$69,751.66.

The Hartford Police Department is available to answer any questions you may have. Thank you for your consideration.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Luke A. Bronin", is written over a horizontal line.

Luke A. Bronin
Mayor

550 Main Street
Hartford, Connecticut 06103
Telephone (860) 757-9500
Facsimile (860) 722-6606

INTRODUCED BY:
Luke Bronin, Mayor

COURT OF COMMON COUNCIL
City of Hartford June 24, 2019

WHEREAS, The State of Connecticut Department of Transportation Highway Safety Office awards grants to municipalities for underage drinking enforcement, and

WHEREAS, The City of Hartford has traditionally partnered with the State of Connecticut Department of Transportation to decrease underage drinking, drug overdoses, and injuries as a result caused by underage intoxication, and

WHEREAS, Funds from the Underage Drinking Enforcement Program will allow the Hartford Police Department to conduct high visibility enforcement focused on decreasing underage drinking, disorderly conduct, and assaults as a result of underage intoxication, and

WHEREAS, The federal grant funds cover 100% of the wage and fringe costs, now, therefore be it

RESOLVED, That the Mayor is hereby authorized to apply for and accept a grant for enforcement in the amount of \$69,751.66 for overtime from the State of Connecticut Department of Transportation Highway Safety Office, and be it

RESOLVED, That the Mayor is authorized to apply for and accept such further sums as may be additionally awarded by the grantor under the same program, for the same authorized contract period, and for the same purposes, and be it further

RESOLVED, That the Mayor is authorized to execute any and all manner of other documents and to take such other actions as he and the Corporation Counsel may deem appropriate and in the best interests of the City in order to receive, contract and expend the above referenced grant funds, and be it further

RESOLVED, That no person or entity shall be entitled to rely on, or otherwise claim any benefit by reason of this resolution should the Mayor fail to execute the aforementioned agreement or other documents, or to take any of the aforesaid actions, and be it further

RESOLVED, That all approvals and authorizations provided hereby are contingent upon, and only shall be effective on and by means of, the parties executing such documents, and taking such actions, all of which shall be, in form and substance, acceptable to the Mayor and the Corporation Counsel.

Court of Common Council

CITY OF HARTFORD
550 MAIN STREET
HARTFORD, CONNECTICUT 06103



Glendowlyn L. H. Thames, Council President
James Sánchez, Majority Leader
John Q. Gale, Assistant Majority Leader
Wildaliz Bermúdez, Minority Leader

Thomas J. Clarke II, Councilman
Larry Deutsch, Councilman
Claudine Fox, Councilwoman
Maly D. Rosado, Councilwoman
rJo Winch, Councilwoman

John V. Bazzano, Town and City Clerk

Report

August 12, 2019

Honorable Glendowlyn L. H. Thames, Council President
City of Hartford
550 Main Street, Room 208
Hartford, CT 06103

Dear Members of the Court of Common Council:

The Quality of Life and Public Safety Committee held its special meeting on July 16th, 2019 at 5:30 pm at Parker Memorial to discuss the following referred item as reflected on the committee agenda.

Item #2

MAYOR BRONIN, with accompanying resolution authorizing the Mayor to apply for and accept a grant in the amount of \$48,709.21 from the State of Connecticut Department of Transportation Highway Safety Office for speed and aggressive driving enforcement. (ITEM 2 ON AGENDA 6/24/19)

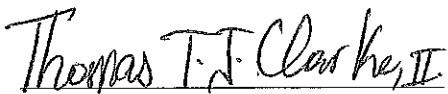
The following were present: Committee Co-Chairman Thomas J. Clarke, II, Co-Chairman James Sánchez, Councilwoman Rjo and Councilwoman Fox. Also present were, Interim Chief Thody, Chief Freeman HFD.

A motion was made by Majority Leader Sánchez to move item with a favorable recommendation to full council; Second by Councilman Clarke II.

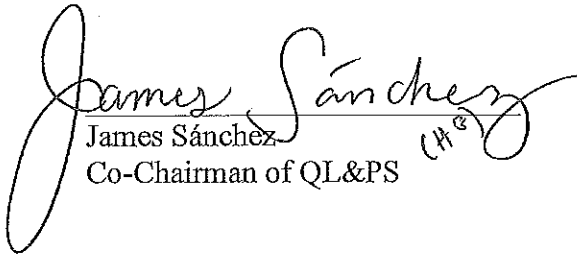
Vote Taken (4-0. 1Absent. Pass)

Councilman Thomas J. Clarke II: Yes
Councilman James Sánchez: Yes
Councilwoman Rjo Winch: Yes
Councilwoman Claudine Fox: Yes
Councilwoman Maly Rosado: Absent

Respectfully Submitted,



Thomas J. Clarke, II
Co-Chairman of QL&PS



James Sánchez
Co-Chairman of QL&PS



Luke A. Bronin
Mayor

June 24, 2019

Honorable Glendowlyn L.H. Thames, President and
Members of the Court of Common Council
City of Hartford
550 Main Street
Hartford, CT 06103

RE: FY 2019 Speed and Aggressive Driving Enforcement Program

Dear Council President Thames,

Attached for your consideration is a resolution authorizing the Mayor to apply for and accept a grant in the amount of \$48,709.21 from the State of Connecticut Department of Transportation Highway Safety Office for speed and aggressive driving enforcement.

The purpose of this grant is to fund annual enforcement efforts by the Hartford Police Department related to speed and aggressive driving in high traffic areas with low posted speed limits. The enforcement will focus in areas identified to have high rates of fatal and injury crashes. This grant covers 100% of overtime costs dedicated to enforcement and provides full fringe costs, for total funding of \$48,709.21.

The Hartford Police Department is available to answer any questions you may have. Thank you for your consideration.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "L. Bronin", is written over a horizontal line.

Luke A. Bronin
Mayor

550 Main Street
Hartford, Connecticut 06103
Telephone (860) 757-9500
Facsimile (860) 722-6606

INTRODUCED BY:
Luke A. Bronin, Mayor

COURT OF COMMON COUNCIL
City of Hartford June 24, 2019

WHEREAS, The State of Connecticut Department of Transportation Highway Safety Office awards grants to municipalities for traffic safety enforcement, and

WHEREAS, The City of Hartford has traditionally partnered with the State of Connecticut Department of Transportation to decrease fatalities and injuries as a result of motor vehicle crashes caused by speeding and aggressive driving, and

WHEREAS, Funds from the Speed and Aggressive Driving Enforcement Program will allow the Hartford Police Department to conduct high visibility enforcement focused on decreasing fatalities and injuries as a result of speeding and aggressive driving, and

WHEREAS, The federal grant funds cover 100% of the wage and fringe costs, now, therefore be it

RESOLVED, That the Mayor is hereby authorized to apply for and accept a grant for enforcement in the amount of \$48,709.21 for overtime from the State of Connecticut Department of Transportation Highway Safety Office, and, be it further

RESOLVED, That the Mayor is authorized to apply for and accept such further sums as may be additionally awarded by the grantor under the same program, for the same authorized contract period, and for the same purposes, and be it further

RESOLVED, That the Mayor is authorized to execute any and all manner of other documents and to take such other actions as he and the Corporation Counsel may deem appropriate and in the best interests of the City in order to receive, contract and expend the above referenced grant funds, and be it further

RESOLVED, That no person or entity shall be entitled to rely on, or otherwise claim any benefit by reason of this resolution should the Mayor fail to execute the aforementioned agreement or other documents, or to take any of the aforesaid actions, and be it further

RESOLVED, That all approvals and authorizations provided hereby are contingent upon, and only shall be effective on and by means of, the parties executing such documents, and taking such actions, all of which shall be, in form and substance, acceptable to the Mayor and the Corporation Counsel.



ITEM# 30 ON AGENDA
Court of Common Council

CITY OF HARTFORD
550 MAIN STREET
HARTFORD, CONNECTICUT 06103



Glendowlyn L. H. Thames, Council President
James Sánchez, Majority Leader
John Q. Gale, Assistant Majority Leader
Wildaliz Bermúdez, Minority Leader

Thomas J. Clarke II, Councilman
Larry Deutsch, Councilman
Claudine Fox, Councilwoman
Maly D. Rosado, Councilwoman
rJo Winch, Councilwoman

John V. Bazzano, Town and City Clerk

Report

June 24, 2019

Honorable Glendowlyn L.H. Thames, Council President
City of Hartford
550 Main Street, Room 208
Hartford, CT 06103

Dear Members of the Court of Common Council:

The Public Works, Parks and Environment Committee held a meeting on June 5, 2019 at 5:30pm in Council Chambers to discuss the following referred item as reflected on the committee agenda.

The following were present: Committee Chairwoman Wildaliz Bermúdez, Assistant Majority Leader John Q. Gale, Councilwoman rJo Winch, and Councilman Thomas J. Clarke.

Also present were, Lynette Taylor Grande a retired educator and daughter of Johnny Taylor, Michael Looney from DPW, James del Visco from Corporation Counsel, Donna Swarr from PRAC, Tom Swarr from ACOTE, Grace Yi from the City of Hartford, Patricia Kelly from Ebony Horsewomen and other concerned citizens.

Item #2

RESOLUTION SEEKING TO RENAME FIELD #9 IN THE CITY'S COLT PARK AS THE "JOHNNY TAYLOR FIELD". AND ALSO SERVES AS THE HARTFORD CITY COUNCIL'S EFFORT TO COMMEMORATE AND PERMANENTLY RECOGNIZE

ONE OF OUR HOMETOWN HEROES. (COUNCILMAN CLARKE II) (ITEM 29 ON
AGENDA OF MAY 13, 2019).

Councilman Clarke expressed that Johnny Taylor was the first professional baseball player from the City of Hartford. And Michael Looney from DPW mentioned that the item has the full support of DPW.

A motion was made by Councilwoman Jo Winch and seconded by Councilman Thomas J. Clarke to send this item to full Council with a favorable recommendation.

Votes Taken:

Chairwoman Bermúdez: Yes

Councilman Gale: Yes

Councilman Clarke II: Yes

Councilman Sánchez: Absent

Councilwoman Winch: Yes

Respectfully submitted,



Wildaliz Bermúdez

Chairwoman of Public Works, Parks and Environment Committee

INTRODUCED BY:
Thomas J. Clarke II, Councilman

COURT OF COMMON COUNCIL
City of Hartford, May 13, 2019.

WHEREAS, The Court of Common Council stays committed to the development and preservation of The Capital City and Its legacy. It is also at this juncture that we acknowledge Johnny "Schoolboy" Taylor, Hartford Connecticut's first professional black athlete and His remarkable impact on the sport of baseball, this region and beyond; and

WHEREAS, Johnny Taylor was born 2/4/1916 in Hartford, Connecticut and attended Bulkeley High School where he dominated the Hartford Twilight League at Colt Park. Johnny Taylor further became an all-star in the Negro Leagues, Mexican League and Cuban League. These accomplishments were made amidst the racial segregation and tensions of the 1930's and 1940's. The Court of Common Council strongly believes that the acknowledgment of our rich past undoubtedly fosters healthier and wealthier communities; and

WHEREAS, The prestige of our great city and this region continues to be charted through time to that of nobility, integrity, mixed with a sense of pride. These accolades have far more fundamental values to the people who occupies this region today, and to be reminded or even rebranded of the great impact those before us have sacrificed to leave behind this rich legacy, be it

RESOLVED, The Court of Common Council hereby seek to rename Field #9 in The City's Colt Park as the "**Johnny Taylor Field**". This resolution also serves as The Hartford City Council's effort to commemorate and permanently recognize one of our hometown heroes from a family make up reflective today of our own and who prevailed in the face of racial segregation and all other adversities of that time.

Introduced
by:

Councilman Thomas J. Clarke II

HEADING
AND
PURPOSE

**AN ORDINANCE AMENDING CHAPTER 2, SECTION 850 OF THE
HARTFORD MUNICIPAL CODE**

COUNCIL,

COURT OF COMMON
CITY OF HARTFORD
Date July 9, 2018

Be It Ordained by the Court of Common Council of the City of Hartford:

That Chapter Two, Article VIII of the Municipal Code be amended by changing Section 2-850 as follows:

Sec. 2-850. - Residency requirements.

(A) All council and Mayor appointees and Unclassified Employees employed by the City, shall maintain a continuous residence in the City during the period of such appointment or employment. This section shall not apply to new employees or appointees during the first six (6) months of such employment or appointment. If such individual ceases to be a bona fide resident of the City once the residency has been established or fails to become a bona fide resident within six (6) months of the appointment or employment, the Council shall, by a vote of seven (7) members, send notice to the mayor that pursuant to the provisions of Chapter V, section 3(c) of the Hartford Charter, the office or position of the individual who has failed to remain a bona fide resident of Hartford shall thereupon become vacant, and such appointment or employment shall terminate.

(B) Definitions.

"Bona fide resident" is defined as [(1) An employee] a person who has a [Hartford] mailing address which is a street address in Hartford, not [A] a post office address; [does not qualify as a bona fide Hartford address;] is. [(2) Be] a registered Hartford voter; and [(3) I] if the [employee] person owns a motor vehicle, has registered said motor vehicle [must be registered] at an address in the City of Hartford.

"Residence" is defined as the actual principal residence of the person, where he or she normally and usually eats and sleeps and maintains his or her normal personal household effects.

[(B)]C) The provisions of subsections (A) and (B) above shall not apply to individuals who were employees and appointees at the time of the effective date of this section.

(D) The Department of Human Resources shall be responsible for determining and verifying the residence of employees.

This ordinance shall take effect upon adoption.

Introduced by: THOMAS J. CLARKE II, COUNCILMAN

HEADING
AND
PURPOSE

AN ORDINANCE AMENDING CHAPTER 2, ARTICLE VI, DIVISION 4,
SECTION 2-352¹ OF THE HARTFORD MUNICIPAL CODE

COURT OF COMMON COUNCIL,
CITY OF HARTFORD

February 13, 2018

Be It Ordained by the Court of Common Council of the City of Hartford:

That Chapter 2, Article VI, Division 4, Section 2-352, of the Municipal Code of the City of Hartford be amended as follows:

Sec. 2-352. - Compensation for nonunion and unclassified executive service classification.

(A) That there be a new nonunion and unclassified executive service, including elected officials, classification and compensation plan that is authorized under City Charter Chapters IV, V, and VII and new nonunion compensation plan for specified administrative series and public safety series classifications.

(B) The classification and compensation plans have been developed to expand the salary structure and ranges to accommodate future increments that may be necessary to recognize accomplishment, growth, recruitment and/or retainment of qualified individual for these positions.

(C) The compensation plan has been expanded to include four (4) additional classifications: Chief information officer, director of emergency services and telecommunications, director of families, children, youth, and recreation and the City Treasurer.

(D) Effective July 1, 2018, the positions of Fire Chief, Police Chief and City Treasurer shall be paid the same annual rate of pay, which rate shall be fixed and included in the annual budget as approved by the Court of Common Council.

Ordinance shall take effect upon adoption.

¹ Ord. No. 19-08, 7-14-08; Ord. No. 17-11, 5-23-11.

HEADING
AND
PURPOSE

Minority Leader Wildaliz Bermudez

AN ORDINANCE AMENDING CHAPTER 29 OF THE HARTFORD MUNICIPAL CODE.

COURT OF COMMON COUNCIL,
CITY OF HARTFORD

January 22, 2018

Be It Hereby Ordained by the Court of Common Council of the City of Hartford:

That Chapter 29, Article I of the Municipal Code of the city of Hartford be amended, adding Section 29-18, as follows:

Section 29-18. Use of unmanned aerial vehicles by the Hartford department of police.

- (a) The following words, terms and phrases, when used in this section, shall have the meanings ascribed to them in this section:

Law enforcement officer means a member of the Hartford department of police, as described in section 29-1.

Unmanned aerial vehicle means any contrivance used or designed for navigation of or flight in air that is power-driven and operated without the possibility of direct human intervention from within or on the contrivance.

- (b) Except as provided in subsections (c) and (d) of this act or otherwise provided by law, no person, except a person performing his or her duties as a law enforcement officer, shall operate or use any computer software or other technology, including, but not limited to, an unmanned aerial vehicle, that allows a person, when not physically present, to release tear gas or any like or similar deleterious agent or to remotely control a deadly weapon, as defined in Chapter 950 Sec. 53a-3 of the general statutes, or an explosive or incendiary device, as defined in Chapter 943 Sec. 53-206b of the general statutes. Any person who violates this subsection may be issued a municipal citation. A person who is issued a citation shall be subject to a fine of one thousand dollars (\$ 1,000). Any person issued a citation for violating this subsection may within ten (10) days of receipt of the citation, appeal in writing to a citation hearing officer in accordance with section 1-5. This subsection shall be enforced by the Hartford chief of police.
- (c) No person who, as part of his or her duties as a law enforcement officer, operates an unmanned aerial vehicle, shall operate any such vehicle if such vehicle is equipped with tear gas or any like or similar deleterious agent or a deadly weapon, as defined in Chapter 950 Sec. 53a-3 of the Connecticut General Statutes, including, but not limited to, any explosive or incendiary device, as defined in Chapter 943 Sec. 53-206b of the Connecticut General Statutes. The provisions of this subsection shall not apply to a person who, as part of his or her duties as a law enforcement officer, operates an unmanned aerial vehicle that is equipped with explosive detection, detonation or disposal equipment, provided such law enforcement officer is authorized by the federal or state government to detect, detonate and dispose of explosives and is engaged in

such detection, detonation or disposal.

(d) No law enforcement officer shall operate an unmanned aerial vehicle, unless:

(1) A judge of the Superior Court or judge trial referee has issued a warrant in accordance with Chapter 959 Sec. 54-33a of the Connecticut General Statutes authorizing the use of an unmanned aerial vehicle;

(2) The individual who will be the subject of the information collected by the operation of an unmanned aerial vehicle has given advance written consent to such operation, provided such individual is on property that is not owned or operated by a governmental entity that is open for public use, including, but not limited to, parks, streets or sidewalks;

(3) The owner of the property that will be the subject of the information collected by the operation of an unmanned aerial vehicle has given advance written consent to such operation;

(4) The law enforcement officer has probable cause to believe that a criminal offense has been, is being or will be committed and exigent circumstances exist that make it unreasonable for the law enforcement officer to obtain a warrant authorizing the use of an unmanned aerial vehicle;

(5) The operation is pursuant to training activities conducted by the law enforcement officer while on land owned or leased by the federal or state government and does not occur in an area that is substantially populated; or

(6) The operation is used to reconstruct or document a specific crime or accident scene.

(e) An individual or privately owned property shall be considered to be the subject of information collected by the operation of an unmanned aerial vehicle if the information allows the identity of the person or the privately owned property to be ascertained or if the law enforcement officer operating the unmanned aerial vehicle acknowledges such individual or such property was the subject of the information.

(f) Information that was collected through the operation of an unmanned aerial vehicle that concerns an individual or privately owned property that was the subject of a warrant may be retained pursuant to the warrant.

(g) Information that was collected through the operation of an unmanned aerial vehicle pursuant to subdivision (2) or (3) of subsection (d) of this section that concerns an individual or privately owned property may be retained pursuant to the terms specified in such advance written consent.

(h) (1) Information that was collected through the operation of an unmanned aerial vehicle pursuant to subdivision (4), (5) or (6) of subsection (d) of this section that concerns an individual or privately owned property shall be reviewed by the Hartford department of police not later than thirty days from the date of collection. The collected information shall be destroyed or modified pursuant to subdivision (2) of this subsection or retained pursuant to subdivision (3) of this subsection.

(2) If such information allows the identity of an individual or privately owned property to be ascertained and there is no probable cause to believe that an offense was committed by the individual or on the property, the Hartford department of police (A) shall destroy such information not later than forty-eight hours after such review, or (B) shall permanently modify such information so that the identity of such individual or such property cannot be ascertained, and, after such modification, may retain the modified information for a period of not more than five years from the date of

collection and, after such retention, shall destroy the modified information.

(3) If such information allows the identity of an individual or privately owned property to be ascertained and there is probable cause to believe that an offense was committed by the individual or on the property, the Hartford department of police may retain such information for a period of not more than five years from the date of collection and, after such retention, shall destroy such information, except that, if a warrant is issued in accordance with Chapter 959 Sec. 54-33a of the Connecticut General Statutes of the general statutes based in part on such information, such information may be retained pursuant to the warrant.

(4) No information subject to the provisions of this subsection that is not destroyed, modified or retained in accordance with subdivision (2) or (3) of this subsection, shall be admitted into evidence or otherwise considered by any court or agency, body or committee of this state or any political subdivision thereof.

(i) (1) Not later than ninety days after the Court of Common Council of the City of Hartford's adoption of this section, the Hartford department of police shall adopt and maintain a written policy that meets or exceeds the policies set forth in this section:

(2) Not later than ninety days after the Court of Common Council of the City of Hartford's adoption of this section, the Hartford department of police shall promulgate an unmanned aerial vehicle incident report form, which shall include, but not be limited to, the collection of the following data: (1) The date the unmanned aerial vehicle was operated, (2) the type of such operation as categorized in the policy adopted pursuant to subsection (i) of this section, (3) the zip code or zip codes where the unmanned aerial vehicle was operated, (4) whether the unmanned aerial vehicle was operated pursuant to a warrant, (5) whether a property owner gave advance written consent to such operation, (6) whether the type of information collected through the operation of the unmanned aerial vehicle provided reasonable and articulable suspicion that a criminal offense was being committed, and (7) whether an arrest or arrests were made. The unmanned aerial vehicle incident report shall be completed each time an unmanned aerial vehicle is used by a law enforcement officer.

(j) Not later than January thirty-first of each year, the Hartford department of police shall prepare a report that includes, but need not be limited to: (1) The number of times the Hartford department of police operated an unmanned aerial vehicle in the preceding calendar year, (2) the type of such operation as categorized in the policy adopted pursuant to subsection (i) of this section, (3) the zip code or zip codes where the unmanned aerial vehicle was operated, (4) whether the unmanned aerial vehicle was operated pursuant to a warrant, (5) whether a property owner gave advance written consent to such operation, (6) the number of times the type of information collected through the operation of an unmanned aerial vehicle provided reasonable and articulable suspicion that a criminal offense was being committed, and (7) the number of times an arrest was made during or after the operation of an unmanned aerial vehicle in direct response to the operation of an unmanned aerial vehicle by a law enforcement officer. The Hartford department of police shall make such report available on the Hartford department of police's Internet web site not later than January thirty-first of each year.

(k) The Hartford department of police shall make any application to acquire surveillance technology, including, but not limited to, unmanned aerial vehicles, or to acquire funds to purchase surveillance technology, including but not limited to, unmanned aerial vehicles, available for review by the Court of Common Council of the City of Hartford and the public no less than thirty days prior to a public hearing on such application.

Such applications shall include, but not be limited to, applications to acquire surveillance technology from the program authorized by Section 1033 of the National Defense Authorization Act of 1997, and for funds under the Edward Byrne Memorial Justice Assistance Grant program to acquire surveillance technology. The Court of Common Council of the City of Hartford shall hold such public hearing not fewer than thirty days prior to the department's submission of the application and shall provide legal notice, published at least once not less than two weeks prior to such hearing in a newspaper having general circulation in the City of Hartford, of such hearing. Approval of the application by the Court of Common Council of the City of Hartford is required prior to submission of the application.

Ordinance shall take effect upon adoption.

Introduced
by:

HEADING
AND
PURPOSE

ITEM#

34

ON AGENDA

Minority Leader Wildaliz Bermudez
Councilman Thomas J. Clarke II
Councilwoman Claudine Fox
Councilwoman rJo Winch
Councilman Larry Deutsch

AN ORDINANCE AMENDING CHAPTER 2 OF THE HARTFORD MUNICIPAL
CODE.

COURT OF COMMON COUNCIL,
CITY OF HARTFORD

November 13, 2018

Be It Hereby Ordained by the Court of Common Council of the City of Hartford:

That Chapter 2, Article II of the Municipal Code of the City of Hartford be amended, adding Section 2-48 and Section 2-49, as follows:

Section 2-48. Establishing the power of the City Council to protect city residents.

- (a) The following words, terms and phrases, when used in this section, shall have the meanings ascribed to them in this section:

Discriminatory shall mean (1) disparate treatment of any individual(s) because of any real or perceived traits, characteristics, or status as to which discrimination is prohibited under the Constitution or any law of the United States, the constitution or any law of the State of Connecticut, or the City Charter or any law of the City of Hartford, or because of their association with such individual(s), or (2) disparate impact on any such individual(s) having traits, characteristics, or status described in subsection (1).

Disparate impact shall mean an adverse effect that is disproportionately experienced by individual(s) having any traits, characteristics, or status as to which discrimination is prohibited under the Constitution or any law of the United States, the constitution or any law of the State of Connecticut, or the City Charter or any law of the City of Hartford than by similarly situated individual(s) not having such traits, characteristics, or status.

Municipal entity shall mean any municipal government, agency, department, bureau, division, or unit of this city.

Surveillance data shall mean any electronic data collected, captured, recorded, retained, processed, intercepted, analyzed, or shared by surveillance technology.

Surveillance technology shall mean any electronic surveillance device, hardware, or software that is capable of collecting, capturing, recording, retaining, processing, intercepting, analyzing, monitoring, or sharing audio, visual, digital, location, thermal,

biometric, or similar information or communications specifically associated with, or capable of being associated with, any specific individual or group; or any system, device, or vehicle that is equipped with an electronic surveillance device, hardware, or software.

1. Surveillance technology includes, but is not limited to: (a) unmanned aerial vehicles; (b) international mobile subscriber identity (IMSI) catchers and other cell site simulators; (c) automatic license plate readers; (d) electronic toll readers; (e) closed-circuit television cameras; (f) biometric surveillance technology, including facial, voice, iris, and gait-recognition software and databases; (g) mobile DNA capture technology; (h) gunshot detection and location hardware and services; (i) x-ray vans; (j) video and audio monitoring and/or recording technology, such as surveillance cameras, wide-angle cameras, and wearable body cameras; (k) surveillance enabled or capable lightbulbs or light fixtures; (l) tools, including software and hardware, used to gain unauthorized access to a computer, computer service, or computer network; (m) social media monitoring software; (n) through-the-wall radar or similar imaging technology; (o) passive scanners of radio networks; (p) long-range Bluetooth and other wireless-scanning devices; (q) radio-frequency I.D. (RFID) scanners; and (r) software designed to integrate or analyze data from surveillance technology, including surveillance target tracking and predictive policing software. The enumeration of surveillance technology examples in this subsection shall not be interpreted as an endorsement or approval of their use by any municipal entity.
2. Surveillance technology does not include the following devices or hardware, unless they have been equipped with, or are modified to become or include, a surveillance technology as defined in subsection (a): (a) routine office hardware, such as televisions, computers, and printers, that is in widespread public use and will not be used for any surveillance or surveillance-related functions; (b) Parking Ticket Devices (PTDs); (c) manually-operated, non-wearable, handheld digital cameras, audio recorders, and video recorders that are not designed to be used surreptitiously and whose functionality is limited to manually capturing and manually downloading video and/or audio recordings; (d) surveillance devices that cannot record or transmit audio or video or be remotely accessed, such as image stabilizing binoculars or night vision goggles; (e) municipal agency databases that do not and will not contain any data or other information collected, captured, recorded, retained, processed, intercepted, or analyzed by surveillance technology; and (f) manually-operated technological devices that are used primarily for internal municipal entity communications and are not designed to surreptitiously collect surveillance data, such as radios and email systems.

Unmanned aerial vehicle means any contrivance used or designed for navigation of or flight in air that is power-driven and operated without the possibility of direct human intervention from within or on the contrivance.

Viewpoint-based shall mean targeted at any community or group or its members because of their exercise of rights protected under the First Amendment of the United States Constitution.

(b) A municipal entity must obtain City Council approval, subsequent to a mandatory, properly-noticed, germane, public City Council hearing at which the public is afforded a fair and adequate opportunity to provide written and oral testimony, prior to engaging in any of the following:

1. Seeking funds for new surveillance technology, including but not limited to applying for a grant, or soliciting or accepting state or federal funds or in-kind or other donations;
2. Acquiring or borrowing new surveillance technology, whether or not that acquisition is made through the exchange of monies or other consideration;
3. Using new or existing surveillance technology for a purpose or in a manner not previously approved by the City Council in accordance with this ordinance, including the sharing of surveillance data therefrom; or
4. Soliciting proposals for or entering into an agreement with any other person or entity to acquire, share or otherwise use surveillance technology or surveillance data.

If City Council does not hold a public hearing regarding a municipal entity's request to engage in the aforementioned actions within one hundred and twenty (120) days of the municipal entity commencing the process of seeking City Council approval, the City Council's inaction shall be deemed a rejection of the proposal. City Council may request additional information from a municipal entity at any point before giving approval.

(c) To commence the process of seeking City Council approval, pursuant to subsection (b), to fund, acquire, or use surveillance technology or to enter into an agreement concerning such funding, acquisition, or use, a municipal entity shall submit to the City Council and make publicly available a Surveillance Impact Report and Surveillance Use Policy concerning the technology at issue.

1. No use of surveillance technology by a municipal entity pursuant to subsection (b) shall be permitted without the City Council's express approval of the related Surveillance Impact Report and Surveillance Use Policy submitted by the municipal entity pursuant to subsection (c).
2. Use of an unmanned aerial vehicle management platform may be used by a municipal entity to provide rapid deployment software for unmanned aerial vehicles and track relevant unmanned aerial vehicle flight data for use in the Surveillance Impact Report and Surveillance Use Policy.
3. Prior to approving or rejecting a Surveillance Impact Report or Surveillance Use Policy submitted pursuant to subsection (c), the City Council may request revisions be made by the submitting municipal entity.

(d) Surveillance Impact Report: A Surveillance Impact Report submitted pursuant to subsection (c) shall be a publicly-released, legally enforceable written report that

includes, at a minimum, the following:

1. Information describing the surveillance technology and how it works, including product descriptions from manufacturers;
2. Information on the proposed purpose(s) of the surveillance technology;
3. If the surveillance technology will not be uniformly deployed or targeted throughout the city, information concerning the factors will be used to determine where, when and how the technology is deployed or targeted;
4. Results and Information gathered with unmanned aerial vehicle Management Software on unmanned aerial vehicle flight data;
5. The fiscal impact of the surveillance technology; and
6. An assessment identifying with specificity:
 - A. Any potential adverse impacts the surveillance technology, if deployed, might have on civil rights, civil liberties, and individuals privacy; and
 - B. What specific, affirmative measures will be implemented to safeguard the public from the potential adverse impacts identified pursuant to subsection (d)(5)(A).

(e) Surveillance Use Policy: A Surveillance Use Policy submitted pursuant to subsection (c) shall be a publicly-released, legally enforceable written policy governing the municipal entity's use of the surveillance technology that, at a minimum, includes and addresses the following:

1. Purpose: What specific purpose(s) the surveillance technology is intended to advance.
2. Authorized Use: For what specific capabilities and uses of the surveillance technology is authorization being sought, and
 - A. What legal and procedural rules will govern each authorized use;
 - B. What potential uses of the surveillance technology will be expressly prohibited, such as the warrantless surveillance of public events and gatherings and warrantless surveillance at or near venues that house children under the age of eighteen, such as schools, playgrounds, day care centers or group homes; and
 - C. How and under what circumstances will surveillance data that was collected, captured, recorded, or intercepted by the surveillance technology be analyzed and reviewed.

3. Data Collection:

- A. What types of surveillance data will be collected, captured, recorded, intercepted, or retained by the surveillance technology;
- B. What surveillance data may be inadvertently collected during the authorized uses of the surveillance technology, and what measures will be taken to minimize the inadvertent collection of data; and
- C. How inadvertently collected surveillance data will be expeditiously identified and deleted. Any inadvertently collected surveillance data containing the identity of children under eighteen should be immediately deleted absent a youth being specifically listed in an authorized warrant. In the case of a warrant specifically listing a youth, the identity of other children and youth under eighteen must be protected.

4. Data Protection: What safeguards will be used to protect surveillance data from unauthorized access, including encryption and access control mechanisms.

5. Data Retention: Insofar as the privacy of the public can be severely compromised by the long-term storage of mass surveillance data, what rules and procedures will govern the retention of surveillance data, including those governing:

- A. For what limited time period, if any, surveillance data will be retained. Such information shall include a statement explaining why the designated retention period is no greater than that which is absolutely necessary to achieve the specific purpose(s) enumerated in the Surveillance Use Policy;
- B. What specific conditions must be met to retain surveillance data beyond the retention period stated in subsection (e)(5)(A); and
- C. By what process surveillance data will be regularly deleted after the retention period stated in subsection (e)(5)(A) elapses and what auditing procedures will be implemented to ensure data is not improperly retained.

6. Surveillance Data Sharing: If a municipal entity is seeking authorization to share access to surveillance technology or surveillance data with any other governmental agencies, departments, bureaus, divisions, or units, it shall detail:

- A. How it will require that the collection, retention, and storage of surveillance data be conducted in compliance with the principles set forth in 28 C.F.R. Part 23, including but not limited to 28 C.F.R. Part 23.20(a), which states that a government entity operating a surveillance program "shall collect and maintain criminal intelligence information concerning an individual only if there is reasonable suspicion that the individual is involved in criminal conduct or activity and the information is relevant to that criminal conduct or activity."
- B. Which governmental agencies, departments, bureaus, divisions, or units

will be approved for (i) surveillance technology sharing, and for (ii) surveillance data sharing;

- C. How such sharing is necessary for the stated purpose and use of the surveillance technology, including any unmanned aerial vehicle management platform utilized;
 - D. How it will ensure any entity's sharing access to the surveillance technology or surveillance data complies with the applicable Surveillance Use Policy and does not further disclose the surveillance data to unauthorized persons and entities; and
 - E. What processes will be used to seek approval of future surveillance technology or surveillance data sharing agreements from the municipal entity and City Council.
- 7. Demands for Access to Surveillance Data: What legal standard must be met by government entities or third parties seeking or demanding access to surveillance data.
 - 8. Auditing and Oversight: What mechanisms will be implemented to ensure the Surveillance Use Policy is followed, including what independent persons or entities will be given oversight authority, and what legally enforceable sanctions will be put in place for violations of the policy.
 - 9. Complaints: What procedures will be put in place by which members of the public can register complaints or concerns, or submit questions about the deployment or use of a specific surveillance technology, and how the municipal entity will ensure each question and complaint is responded to in a timely manner.
 - 10. Children and Youth: What specific procedures shall be employed to ensure that the confidentiality and privacy rights of children and youth under the age of eighteen are not violated.
- (f) No later than one hundred twenty (120) days following the effective date of this ordinance, any municipal entity seeking to continue the use of any surveillance technology that was in use prior to the effective date of this ordinance, or the sharing of surveillance data therefrom, must commence a City Council approval process in accordance with subsection (b). If the City Council has not approved the continuing use of the surveillance technology, including the Surveillance Impact Report and Surveillance Use Policy submitted pursuant to subsection (c), within one hundred eighty (180) days of their submission to the City Council, the municipal entity shall cease its use of the surveillance technology and the sharing of surveillance data therefrom until such time as City Council approval is obtained in accordance with this ordinance.
 - (g) If more than one municipal entity will have access to the surveillance technology or surveillance data, a lead municipal entity shall be identified. The lead municipal entity shall be responsible for maintaining the surveillance technology and ensuring compliance with all related laws, regulations and protocols.

- (h) The City Council shall only approve a request to fund, acquire, or use a surveillance technology if it determines the benefits of the surveillance technology outweigh its costs, that the proposal will safeguard civil liberties and civil rights, and that the uses and deployments of the surveillance technology will not be based upon discriminatory or viewpoint-based factors or have a disparate impact on any community or group. To assist the public in participating in such an analysis, all approved Surveillance Impact Reports and Surveillance Use Policies shall be made available to the public, at a designated page on the relevant municipal entity's public website, for as long as the related surveillance technology remains in use. An approval for the funding, acquisition and/or use of a surveillance technology by the City Council, where the risk of potential adverse impacts on civil liberties or civil rights has been identified in the Surveillance Impact Report pursuant to subsection (d)(5)(A), shall not be interpreted as an acquiescence to such impacts, but rather as an acknowledgement that a risk of such impacts exists and must be affirmatively avoided.
- (i) A municipal entity that obtains approval for the use of a surveillance technology must submit to the City Council, and make available on its public website, an Annual Surveillance Report for each specific surveillance technology used by the municipal entity within twelve (12) months of City Council approval, and annually thereafter on or before March 15. The Annual Surveillance Report shall, at a minimum, include the following information for the previous calendar year:
1. A summary of how the surveillance technology was used; drone flight data as recorded through any drone management platform utilized;
 2. Whether and how often collected surveillance data was shared with any external persons or entities, the name(s) of any recipient person or entity, the type(s) of data disclosed, under what legal standard(s) the information was disclosed, and the justification for the disclosure(s);
 3. Where applicable, a breakdown of where the surveillance technology was deployed geographically, by individual census tract as defined in the relevant year by the United States Census Bureau, and whether the surveillance took place at or near a venue likely to house children and youth (such as a school, park, daycare center, community center, or the like). For each census tract, the municipal entity shall report how many individual days the surveillance technology was deployed and what percentage of those daily-reported deployments were subject to (A) a warrant, and (B) a non-warrant form of court authorization;
 4. Where applicable, and with the greatest precision that is reasonably practicable, the amount of time the surveillance technology was used to monitor Internet activity, the number of people affected, including the number of children and youth under the age of eighteen, and what percentage of the reported monitoring was subject to (A) a warrant, and (B) a non-warrant form of court authorization;
 5. A summary of complaints or concerns that were received about the surveillance technology;
 6. The results of any internal audits, any information about violations of the

Surveillance Use Policy, and any actions taken in response;

7. An analysis of any discriminatory, disparate, and other adverse impacts the use of the technology may have had on the public's civil liberties and civil rights, including but not limited to those guaranteed by the First, Fourth, and Fourteenth Amendments to the United States Constitution; and
8. Total annual costs for the surveillance technology, including personnel and other ongoing costs, and what source of funding will fund the technology in the coming year.
- (j) Within thirty (30) days of submitting and publicly releasing an Annual Surveillance Report pursuant to subsection (i), the municipal entity shall hold one or more well-publicized and conveniently located community engagement meetings at which the general public is invited to discuss and ask questions regarding the Annual Surveillance Report and the municipal agency's use of surveillance technologies.
- (k) The City Council shall review each Annual Surveillance Report within three (3) months of its submission. Based upon information provided by the unmanned aerial vehicle management platform, if one is utilized, and in the Annual Surveillance Report, the City Council shall determine whether each surveillance technology identified in response to subsection (i), as used by the report-submitting entity, has met the standard for approval set forth in subsection (h) and, if not, whether the use of the surveillance technology shall be discontinued or if City Council will require modifications to the Surveillance Use Policy that will resolve the observed failures. These determinations shall be made by a majority vote of City Council members at the next City Council meeting, at which there is quorum, after the date the review of the report is required. The president or majority leader of City Council shall then direct the Hartford Corporation Counsel's Office to send a letter, within seven (7) days of City Council's vote, to the municipal entity notifying the entity that it may continue to use the surveillance technology, it shall discontinue the use of the surveillance technology, or it shall make modifications to the Surveillance Use Policy that will resolve the observed failures.
- (l) Not later than January 31 of each year, the City Council or its appointed designee shall release an annual public report, in print and on its public website, containing the following information for the preceding calendar year:
 1. The number of requests for approval submitted to the City Council under this ordinance for the funding, acquisition, or new use of surveillance technology;
 2. The number of times the City Council approved requests submitted under this ordinance for the funding, acquisition, or new use of surveillance technology;
 3. The number of times the City Council rejected requests submitted under this ordinance for the funding, acquisition, or new use of surveillance technology;
 4. The number of times the City Council requested modifications be made to Surveillance Impact Reports and Surveillance Use Policies before approving the funding, acquisition, or new use of surveillance technology; and

5. All Annual Surveillance Reports submitted pursuant to subsection (i). Printed copies of the public report may contain pinpoint references to online locations where the Annual Surveillance Reports are located, in lieu of reprinting the full reports.
 6. Data provided through any unmanned aerial vehicle management platform utilized, including but not limited to flight logs, number of deployments, and equipment maintenance.
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- (m) Municipal employees or agents, except in response to a declared municipal, state, or federal state of emergency, shall not use any surveillance technology except in a manner consistent with policies approved pursuant to the terms of this ordinance, and may in no circumstances utilize surveillance technology in a manner which is discriminatory, viewpoint-based, or violates the City Charter, State Constitution, or United States Constitution. Any municipal employee who violates the provisions of this ordinance, or any implementing rule or regulation, may be subject to disciplinary proceedings and punishment. Any violation of the provisions of this ordinance shall be noted in the employee's human resources record.
 - (n) No municipal entity or anyone acting on behalf of a municipal entity may take or fail to take, or threaten to take or fail to take, a personnel action with respect to any employee or applicant for employment, including but not limited to discriminating with respect to compensation, terms, conditions, access to information, restrictions on due process rights, privileges of employment, or civil or criminal liability, because the employee or applicant was perceived to, about to, or assisted in any lawful disclosure of information concerning the funding, acquisition, or use of a surveillance technology or surveillance data to any relevant municipal agency, municipal law enforcement, prosecutorial, or investigatory office, or City Council Member, based upon a good faith belief that the disclosure evidenced a violation of this ordinance.
 - (o) It shall be unlawful for the city or any municipal entity to enter into any contract or other agreement that conflicts with the provisions of this ordinance, and any conflicting provisions in such contracts or agreements, including but not limited to non-disclosure agreements, shall be deemed void and legally unenforceable. Conflicting provisions in contracts or agreements signed prior to the enactment of this ordinance shall be deemed void and legally unenforceable to the extent permitted by law. This section shall not apply to collective bargaining agreements and related memorandums of agreement or understanding that pre-date this ordinance.
 - (p) It shall be unlawful for the city or any municipal entity to enter into any contract or other agreement that facilitates the receipt of surveillance data from, or provision of surveillance data to any non-governmental entity in exchange for any monetary or any other form of consideration from any source, including the assessment of any additional fees, interest, or surcharges on unpaid fines or debts. Any contracts or agreements signed prior to the enactment of this ordinance that violate this section shall be terminated as soon as is legally permissible.
 - (q) The provisions in this ordinance are severable. If any part or provision of this

ordinance, or the application of this ordinance to any person or circumstance, is held invalid, the remainder of this ordinance, including the application of such part or provisions to other persons or circumstances, shall not be affected by such holding and shall continue to have force and effect.

- (r) This ordinance shall take effect upon adoption.

Section 2-49. Use of unmanned aerial vehicles by City employees.

- (a) The following words, terms and phrases, when used in this section, shall have the meanings ascribed to them in this section:

Employee means any person employed by the City in any capacity whether elected or appointed, whether as a classified employee, unclassified employee, or on a contractual basis, permanent or temporary, full-time or part-time and all employees of the board of education. Employee also includes any person employed by any City department, office or agency, and any person, whether appointed or under contract, who provides services for the City, or any other political subdivision of the City for which a pension is provided.

Employee of the Hartford Fire Department means the fire chief, fire marshal, and the officers and members of the Hartford Fire Department.

Law enforcement officer means a member of the Hartford department of police, as described in section 29-1.

Municipal entity shall mean any municipal government, agency, department, bureau, division, or unit of this City.

Unmanned aerial vehicle means any contrivance used or designed for navigation of or flight in air that is power-driven and operated remotely or without the possibility of direct human intervention from within or on the contrivance.

- (b) Except as provided in subsections (c) and (d) of this act or otherwise provided by law, no person, except a person performing his or her duties as a law enforcement officer, shall operate or use any computer software or other technology, including, but not limited to, an unmanned aerial vehicle, that allows a person, when not physically present, to release tear gas or any like or similar deleterious agent or to remotely control a deadly weapon, as defined in Chapter 950 Sec. 53a-3 of the general statutes, or an explosive or incendiary device, as defined in Chapter 943 Sec. 53-206b of the general statutes. Any person who violates this subsection may be issued a municipal citation. A person who is issued a citation shall be subject to a fine of one thousand dollars (\$ 1,000). Any person issued a citation for violating this subsection may within ten (10) days of receipt of the citation, appeal in writing to a citation hearing officer in accordance with section 1-5 of the City Charter. This subsection shall be enforced by the Hartford chief of police.

- (c) No person who, as part of his or her duties as a City employee, operates an unmanned aerial vehicle, shall operate any such vehicle if such vehicle is equipped with tear gas or any like or similar deleterious agent or a deadly weapon, as defined in Chapter 950

Sec. 53a-3 of the Connecticut General Statutes, including, but not limited to, any explosive or incendiary device, as defined in Chapter 943 Sec. 53-206b of the Connecticut General Statutes. The provisions of this subsection shall not apply to a person who, as part of his or her duties as a law enforcement officer, operates an unmanned aerial vehicle that is equipped with explosive detection, detonation or disposal equipment, provided such law enforcement officer is authorized by the federal or state government to detect, detonate and dispose of explosives and is engaged in such detection, detonation or disposal.

(d) No City employee shall operate an unmanned aerial vehicle, unless:

(1) The City employee is a law enforcement officer; and

A. A judge of the Superior Court or judge trial referee has issued a warrant in accordance with Chapter 959 Sec. 54-33a of the Connecticut General Statutes authorizing the use of an unmanned aerial vehicle; or

B. The law enforcement officer has probable cause to believe that a criminal offense has been, is being or will be committed and exigent circumstances exist that make it unreasonable for the law enforcement officer to obtain a warrant authorizing the use of an unmanned aerial vehicle.

(i) The Hartford Police Department must provide the City Council with a credible risk report within thirty (30) days in all incidences involving the operation of an unmanned aerial vehicle due to an exigent circumstance exemption. A credible risk report shall include the date the Hartford Police Department operated an unmanned aerial vehicle without a warrant; the facts leading the law enforcement officer to have probable cause to believe that a criminal offense was committed, was being committed, or would be committed; the facts the law enforcement officer relied upon to determine that exigent circumstances existed; and a narrative that offers the law enforcement officer's justification for using an unmanned aerial vehicle without a warrant; and unmanned aerial vehicle flight data.

(2) The City employee is a law enforcement officer, employee of the Hartford Fire Department, or a designated employee of the Hartford City Tax Collector's Office; and

A. The operation is pursuant to training activities conducted by the employee while on land owned or leased by the federal or state government and does not occur in an area that is substantially populated;

B. The operation is used to reconstruct or document a specific crime or accident scene, motor vehicle accident, or hazardous materials accident;

C. The operation is used to assist and manage pre-fire planning, high-rise fires, commercial and residential fires, and post-fire investigations; or

D. The operation is used to assist in and manage severe weather emergencies, flood events, or search and rescue missions involving

missing person investigations, AMBER Alerts, and Silver Alerts; or

E. The operation is used to take photos of property for the purposes of assessing the value of real property for local real estate taxation purposes.

(3) The individual who will be the subject of the information collected by the operation of an unmanned aerial vehicle has given advance written consent to such operation, provided such individual is on property that is not owned or operated by a governmental entity that is open for public use, including, but not limited to, parks, streets or sidewalks.

(4) The owner of the property that will be the subject of the information collected by the operation of an unmanned aerial vehicle has given advance written consent to such operation.

(5) Any public event that has filed for a permit with the City of Hartford has requested public safety assistance and has over ten thousand (10,000) registered event participants.

(A) Event promoters and organizers must notify all registered participants at least one (1) day in advance of the event that the City of Hartford will deploy unmanned aerial vehicles during the event to surveille the public.

(6) Operation of an unmanned aerial vehicle shall not take place at or near venues that house children under the age of eighteen, such as schools, playgrounds, day care centers, or group homes unless there is a warrant for a specific individual. In the event that there is a warrant, steps must be taken to protect the confidentiality of all other individuals under the age of eighteen.

(7) The operation will not be used to replace a member of the civil service sector.

(e) An individual or privately owned property shall be considered to be the subject of information collected by the operation of an unmanned aerial vehicle if the information allows the identity of the person or information concerning parts of private property not visible from public property, to be ascertained or if the City employee operating the unmanned aerial vehicle acknowledges such individual or such property was the subject of the information.

(f) Information that was collected through the operation of an unmanned aerial vehicle that concerns an individual or privately owned property that was the subject of a warrant may be retained pursuant to the warrant.

(g) Information that was collected through the operation of an unmanned aerial vehicle pursuant to subdivision (3) or (4) of subsection (d) of this section that concerns an individual or privately owned property may be retained pursuant to the terms specified in such advance written consent.

(h) (1) Information that was collected through the operation of an unmanned aerial vehicle pursuant to subdivision (1)(B), (2)(A), (2)(B), (2)(C), (2)(D), (2)(E) or (5) of subsection (d) of this section that concerns an individual or privately owned property shall be reviewed by the municipal entity that operated the unmanned

aerial vehicle not later than thirty (30) days from the date of collection. The collected information shall be destroyed or modified pursuant to subdivision (2) of this subsection or retained pursuant to subdivision (3) of this subsection.

(2) If such information allows the identity of an individual or privately owned property to be ascertained and there is no probable cause to believe that an offense was committed by the individual or on the property, the municipal entity (A) shall destroy such information not later than forty-eight (48) hours after such review, or (B) shall permanently modify such information so that the identity of such individual or such property cannot be ascertained, and, after such modification, may retain the modified information for a period of not more than five (5) years from the date of collection and, after such retention, shall destroy the modified information.

(3) If such information was collected through the operation of an unmanned aerial vehicle pursuant to subdivision (1)(B), (2)(A), (2)(B), (2)(C), (2)(D), or (5) of subsection (d) of this section and allows the identity of an individual or privately owned property to be ascertained and there is probable cause to believe that an offense was committed by the individual or on the property, the municipal entity may retain such information for a period of not more than five (5) years from the date of collection and, after such retention, shall destroy such information, except that, if a warrant is issued in accordance with Chapter 959 Sec. 54-33a of the Connecticut General Statutes of the general statutes based in part on such information, such information may be retained pursuant to the warrant. If such information was collected through the operation of an unmanned aerial vehicle pursuant to subdivision (2)(E) and allows the identity of an individual or privately owned property to be ascertained, the municipal entity (A) shall destroy such information not later than forty-eight (48) hours after its review, or (B) shall permanently modify such information so that the identity of such individual or such property cannot be ascertained, and, after such modification, may retain the modified information for a period of not more than five (5) years from the date of collection and, after such retention, shall destroy the modified information. Information collected through the operation of an unmanned aerial vehicle pursuant to subdivision (2)(E) shall not be used in the prosecution of a crime.

(4) No municipal entity or City employee shall, by using facial recognition software, appearance similarity video synopsis software, or any similar technology, analyze information that was collected through the operation of an unmanned aerial vehicle.

(i) Not later than ninety (90) days after the Court of Common Council of the City of Hartford's adoption of this section, each municipal entity shall adopt and maintain a written policy that meets the policies set forth in this section. Each municipal entity's policy shall require all City employees who operate unmanned aerial vehicles to complete a Federal Aviation Administration approved training program to ensure proper use and operations. Prior to deploying or operating an unmanned aerial vehicle, each municipal entity shall obtain all applicable authorizations, permits, and/or certifications required by the Federal Aviation Administration, and these authorizations, permits, and certificates shall be maintained and current, as required by the Small Unmanned Aircraft Systems federal regulations, C.F.R. § T. 14, Ch. I, Subch. F, Pt. 107.

(j) Not later than ninety (90) days after the Court of Common Council of the City of Hartford's adoption of this section, the City of Hartford Corporation Counsel's office

will make accessible a standard incident report form for all applicable municipal entities, to promulgate an unmanned aerial vehicle incident report form, which shall include, but not be limited to, the collection of the following data: (1) The date the unmanned aerial vehicle was operated, (2) the type of such operation as categorized in the policy adopted pursuant to subsection (i) of this section, (3) the zip code or zip codes where the unmanned aerial vehicle was operated, (4) whether the unmanned aerial vehicle was operated pursuant to a warrant, (5) whether a property owner gave advance written consent to such operation, (6) whether the type of information collected through the operation of the unmanned aerial vehicle provided reasonable and articulable suspicion that a criminal offense was being committed or had been, and (7) whether an arrest or arrests were made. The unmanned aerial vehicle incident report shall be completed, within seven (7) days of a City employee's use of an unmanned aerial vehicle, each time an unmanned aerial vehicle is used by a City employee. One hundred and eighty (180) days after the adoption of this section, a municipal entity that completed any unmanned aerial vehicle incident reports subsequent to the adoption of this section shall submit those reports to the City Council. After the first submission of reports one hundred and eighty (180) days after the adoption of this section, a municipal entity that completed any unmanned aerial vehicle incident reports since its last submission of reports to the City Council shall submit those reports to the City Council on March 15, June 15, September 15, and December 15 of each year. In addition to these biannually reports (every six months), a municipal entity that has completed any unmanned aerial vehicle incident reports subsequent to the adoption of this section shall provide, within seven (7) days, individual or multiple incident reports to the City Council if requested to do so by a City Council member.

- (k) Each municipal entity that operates unmanned aerial vehicles must include in its Annual Surveillance Report, as required by subsection (i) of Section 2-48 of the City Charter, a report that includes, but need not be limited to: (1) The number of times the municipal entity operated an unmanned aerial vehicle in the preceding calendar year, (2) the type of such operation as categorized in the policy adopted pursuant to subsection (i) of this section, (3) the zip code or zip codes where the unmanned aerial vehicle was operated, (4) whether the unmanned aerial vehicle was operated pursuant to a warrant, (5) whether a property owner gave advance written consent to such operation, (6) the number of times the type of information collected through the operation of an unmanned aerial vehicle provided reasonable and articulable suspicion that a criminal offense was being committed, (7) the number of times an arrest was made during or after the operation of an unmanned aerial vehicle in direct response to the operation of an unmanned aerial vehicle by a City employee, (8) whether the unmanned aerial vehicle was used to assist in and manage pre-fire planning, high-rise fires, commercial and residential fires, and post-fire investigations, (9) whether the unmanned aerial vehicle was used to assist in and manage severe weather emergencies, flood events, or search and rescue missions involving missing person investigations, AMBER Alerts, and Silver Alerts, (10) all credible risk reports for all incidents under which an unmanned aerial vehicle was operated due to exigent circumstances, and (11) whether the public was given notice for each incident in which a city agency operated a unmanned aerial vehicle.
- (l) Required liability insurance for unmanned aerial vehicles will be purchased by the City of Hartford, in accordance with state law, federal law, and any applicable regulations.
- (m) This ordinance shall take effect upon adoption.

Sec. 2-48. – City Council’s power to protect city residents regarding surveillance technology.

Subsection (a) - Definitions

Provides definitions for the entire section. “Discriminatory,” “disparate impact,” “municipal entity,” “surveillance data,” “surveillance technology,” “unmanned aerial vehicle,” and “viewpoint-based” are defined. The word “contrivance,” as used in the definition of “unmanned aerial vehicle,” means device.

Subsection (b) – City Council Approval of Surveillance Technology and Public Hearings

Requires a municipal entity to get approval from City Council before seeking funds for, preparing to acquire, or borrowing new surveillance technology or using new or existing surveillance technology in a way that has not been approved by City Council.

Requires City Council to hold a public hearing before giving approval to a municipal entity. If City Council doesn’t hold a hearing within 120 days of the start of the approval process, the inaction is deemed a rejection.

Allows City Council to ask for more information at any time before giving approval.

Subsection (c) – Surveillance Impact Reports and Surveillance Use Policies

Requires a municipal entity to submit and make publicly available a Surveillance Impact Report and a Surveillance Use Policy regarding the surveillance technology for which it is seeking City Council’s approval before using the technology.

Allows City Council to request that the municipal entity make revisions to its report or policy before it approves or rejects them.

Subsection (d) – Surveillance Impact Reports

Lists components that a municipal entity must include in a Surveillance Impact Report. Components include the description, purpose, and cost of technology; where it will be used; and an assessment of potential impacts on civil liberties and rights and how the public will be safeguarded.

Subsection (e) - Surveillance Use Policies

Lists components that a municipal entity must include in a Surveillance Use Policy, a written policy governing the municipal entity’s use of the surveillance technology. Components include the purpose, specific uses of the technology, data collection, data protection, data retention, surveillance data sharing and access, auditing and oversight, and complaints.

Subsection (f) – Continued Use of Surveillance Technology Acquired before Effective Date

Requires a municipal entity to commence a City Council approval process within 120 days of the ordinance’s effective date if it wants to continue to use surveillance technology that was in use prior to the ordinance’s effective date.

Requires a municipal entity to stop using surveillance technology and sharing surveillance data if City Council does not approve its continued use of the technology, including the Surveillance Impact Report and Surveillance Use Policy, within 180 days of their submission to City Council. A municipal entity may use the technology once it has City Council’s approval.

Subsection (g) – Lead Municipal Entity

Requires the identification of a lead municipal entity if more than one entity will have access to the surveillance technology or data. The lead entity is responsible for maintaining the technology and ensuring compliance with laws, regulations, and protocols.

Subsection (h) – City Council's Approval

Allows City Council to approve requests regarding surveillance technology only if (1) the benefits of the technology outweigh the costs, (2) the proposal will safeguard civil liberties and rights, and (3) the surveillance technology will not be used in a discriminatory manner that causes a disparate impact on any community or group.

Makes clear that City Council's approval of a proposal that identifies potential civil liberties or rights impacts is an acknowledgement that the risk exists and must be proactively avoided.

Subsection (i) – Annual Surveillance Report

Requires a municipal entity with approval to use surveillance technology to submit an Annual Surveillance Report for each specific surveillance technology used in the year after City Council's approval to City Council and annually before March 15.

Lists required Annual Surveillance Report components, including a summary of how the technology was used, information about the sharing of data, where the technology was deployed geographically, information about the technology's use to monitor Internet activity, complaints received, internal audits, an analysis of discriminatory impacts the use may have had on the public's civil liberties and rights, and the total annual costs for the technology.

Subsection (j) – Engagement Meetings

Requires the municipal entity, within 30 days of submitting and publicly releasing its Annual Surveillance Report, to hold one or more community engagement meetings where the general public can discuss and ask questions about the Annual Surveillance Report and the use of the technologies.

Subsection (k) – Annual Surveillance Reports Approval

Requires City Council to review each Annual Surveillance Report within 3 months of its submission. After the date by which the review is required, City Council must take a vote at the next meeting where there is quorum to determine, based on an Annual Surveillance Report, whether surveillance technology has met the standard for approval. If it has not met the standard for approval, City Council must determine by a vote whether the use of the surveillance technology should be discontinued or if it will require modifications to the Surveillance Use Policy to resolve the issues. All determinations must be made by a majority vote of City Council.

The president or majority leader of City Council must direct the Hartford Corporation Counsel's Office to send a letter, within 7 days, notifying the entity to that it may continue its use of the technology, it must stop using the technology, or it must make modifications to its Surveillance Use Policy.

Subsection (l) – City Council Annual Report

Requires City Council to release, not later than January 31 of each year, an annual public report that contains the number of requests submitted, the number of approvals and rejections, the number of requested modifications of Surveillance Impact Reports and Surveillance Use Policies, and all Annual Surveillance Reports submitted to the City Council.

Subsection (o) – Use of Surveillance Technology by Municipal Employees or Agents

Prohibits municipal employees or agents from using the technology in a manner that is inconsistent with the policies City Council approved and prohibits the use of the technology in a manner that is discriminatory, viewpoint-based, or violates the Hartford Charter, CT Constitution, or U.S. Constitution. An employee who violates the ordinance may be subject to disciplinary proceedings and punishment.

Subsection (q) – Whistleblower Protection

Prohibits a municipal entity from retaliating against an employee or applicant because they assist in disclosing information to a municipal agency about a violation of the ordinance.

Subsection (r) – Contracts/Agreements in Conflict with Ordinance

Prohibits Hartford or a municipal entity from entering into a contract or agreement that conflicts with the ordinance. Deems void and legally unenforceable any such contract or agreement, whether signed before or after the effective date of the ordinance.

Subsection (s) – Selling Data

Prohibits Hartford or a municipal entity from entering into a contract or agreement to receive money or other forms of consideration for providing surveillance data to non-governmental entities.

Subsection (t) – Severability

States that if any part of the ordinance is found to be invalid, the other parts of it will continue to be valid.

Subsection (u) – Effective Date

Requires ordinance to take effect upon adoption.

Sec. 2-49. -- Use of drones by City employees.

Subsection (a) - Definitions

Provides definitions for the entire section. "Employee," "employee of the Hartford Fire Department," "law enforcement officer," "municipal entity," and "unmanned aerial vehicle" are defined. The word "contrivance," as used in the definition of "unmanned aerial vehicle," means device.

Subsection (b) -- Individual Prohibitions, Municipal Citation for Violation

Prohibits an individual, unless otherwise provided by law, from operating or using any computer software or other technology, including a drone, to (1) release tear gas or a similar deleterious agent or (2) remotely control a deadly weapon, explosives, or an incendiary device. An exception is given for a person performing their duties as a law enforcement officer.

Allows the issuance of a municipal citation to a person who violates this subsection and requires that any person issued such a citation be subject to a fine of \$1,000. Allows a person issued such a citation to appeal the citation to a hearing officer within 10 days of receipt. Requires the Hartford chief of police to enforce this subsection.

Subsection (c) -- City Employee Prohibitions

Prohibits a city employee from operating a drone to (1) release tear gas or a similar deleterious agent or (2) remotely control a deadly weapon, explosives, or an incendiary device.

An exception is given for a law enforcement officer who operates a drone equipped with explosive detection, detonation, or disposal equipment, if the officer is authorized by the federal or state government to detect, detonate, and dispose of explosives and the officer is engaged in that activity.

Subsection (d) -- City Employee Drone Use Exceptions

Prohibits a city employee's use of a drone unless:

(1) The city employee is a law enforcement officer, and

(A) A judge of the Superior Court or judge trial referee has issued a warrant authorizing the use; or

(B) The law enforcement officer has probable cause to believe that a criminal offense has been, is being or will be committed and exigent circumstances exist that make it unreasonable for the law enforcement officer to obtain a warrant authorizing the use of a drone. The Hartford Police Department must submit a credible risk report to the City Council within 30 days if a drone is used under the exigent circumstances exception.

(2) The city employee is a law enforcement officer or Hartford Fire Department employee, and

(A) The operation is pursuant to training activities conducted by the employee while on land owned or leased by the federal or state government and does not occur in an area that is substantially populated;

(B) The operation is used to reconstruct or document a specific crime or accident scene, motor vehicle accident, or hazardous materials accident;

(C) The operation is used to assist and manage pre-fire planning, high-rise fires, commercial and residential fires, and post-fire investigations; or

(D) The operation is used to assist in and manage severe weather emergencies, flood events, or search and rescue missions involving missing person investigations, AMBER Alerts, and Silver Alerts.

(3) The individual who will be the subject of the information collected by the operation of a drone has given advance written consent, if the person is on property that is not owned or operated by a governmental entity that is open for public use, including, but not limited to, parks, streets or sidewalks.

(4) The owner of the property that will be the subject of the information collected by the operation of the drone has given advance written consent to its use.

(5) The operation is used for a permitted public event that has requested public safety assistance and has over 10,000 registered participants. Event promoters and organizers must notify registered participants at least 1 day in advance that the city will use drones during the event.

(6) Prohibits the operation of drones at or near venues that house children under 18 unless there is a warrant for a specific individual. If there is such a warrant, the entity is required to take steps to protect the confidentiality of all others under 18.

Subsection (e) -- Individual or Property as Subject of Information

Provides that an individual or privately owned property is considered to be the subject of information collected by the operation of a drone when (1) the information collected allows the identity of the person or property to be ascertained or (2) the city employee operating the drone acknowledges that the person or property was the subject.

Subsection (f) -- Retention of Information Collected Pursuant to Warrant

Allows information collected through drone use that concerns a person or privately owned property that was the subject of a warrant [(d)(1)(A)] to be retained pursuant to the warrant.

Subsection (g) -- Retention of Information Collected Pursuant to Written Consent

Allows information collected through drone use where the individual who is the subject or the owner of property that is the subject gave advance written consent [(d)(3) and (d)(4)] to be retained pursuant to the advance written consent.

Subsection (h) -- Review, Retention, and Modification of Information

- (1) Requires information collected through drone use where the officer had probable cause to believe that a criminal offense had been, was being or would be committed and exigent circumstances made it unreasonable to obtain a warrant [(d)(1)(B)]; the operation was pursuant to training activities [(d)(2)(A)]; the operation was used to reconstruct or document a specific crime or accident scene, motor vehicle accident, or hazardous materials accident [(d)(2)(B)]; the operation was used to assist and manage pre-fire planning, high-rise fires, commercial and residential fires, and post-fire investigations [(d)(2)(C)]; the operation was used to assist in and manage severe weather emergencies, flood events, or search and rescue missions involving missing person investigations, AMBER Alerts, and Silver Alerts [(d)(2)(D)]; or the operation was used for a permitted public event that had requested public safety assistance and had over 10,000 registered participants [(d)(5)], that concerns an individual or privately owned property to be reviewed by the municipal entity within 30 days after its collection.
- (2) The information must be destroyed within 48 hours of the review or must be modified so that the identity cannot be ascertained if the identity of a person or privately owned property can be ascertained and there is no probable cause to believe an offense was committed by the person or on the property. If the information is modified, the information may be retained for no more than 5 years after collection and then must be destroyed.
- (3) The information may be retained for no more than 5 years after collection and then must be destroyed if the identity of a person or privately owned property can be ascertained and there is probable cause to believe an offense was committed by the person or on the property. If a warrant is issued based in part on such information, though, it may be retained pursuant to the warrant.
- (4) Prohibits municipal entities and city employees from analyzing information a drone collected by using facial recognition or appearance similarity video synopsis software.

Review, Retention, and Modification of Information

Drone Use Exception	Information Collected	Review	Retention	Modification
Warrant, Exception (d)(1)(A)	Concerns an individual or privately owned property that is subject of warrant, Subsection (f)	Not applicable, unless specified in warrant	Pursuant to warrant, Subsection (f)	Not applicable, unless specified in warrant
Advance written consent by individual or property owner, Exceptions (d)(3), (d)(4)	Concerns an individual or privately owned property, Subsection (g)	Not applicable, unless specified in advance written consent	Pursuant to advance written consent, Subsection (g)	Not applicable, unless specified in advance written consent
Exigent circumstances, Exception (d)(1)(B) Training activities, Exception (d)(2)(A) Reconstruction of scenes and accidents, Exception (d)(2)(B) Pre-fire planning, fires, and post-fire investigations, Exception (d)(2)(C) Severe weather emergencies and search and rescue missions, Exception (d)(2)(D) Public event, Exception (d)(5)	Concerns an individual or privately owned property, Subsection (h)	Not later than 30 days after collection, Subsection (h)	<p>If identity of individual or privately owned property can be ascertained</p> <p>AND</p> <p>(1) No probable cause to believe offense was committed by individual or on property: (a) Destroy within 48 hours of review (within 32 days after collection)</p> <p>OR</p> <p>(b) Modify permanently so identity can't be ascertained (then can retain for 5 years from date of collection before destroying)</p> <p>(2) Probable cause to believe offense was committed by individual or on property: (a) Retain for 5 years from date of collection before destroying,</p> <p>Subsection (h)</p>	

Subsection (i) – Municipal Entity Policies and Employee Training

Requires all Hartford municipal entities to develop and maintain a written policy that meets or exceeds the ordinance's policies within 90 days of the ordinance's adoption.

Requires all city employees who operate drones to complete a Federal Aviation Administration (FAA) approved training program, and requires a municipal entity to obtain all applicable authorizations, permits, and/or certifications required by the FAA before using drones.

Subsection (j) – Incident Report Form

Requires each municipal entity to create a drone incident report form within 90 days of the ordinance's adoption and lists required components of the form. A form must be completed within 7 days of each city employee's use of a drone.

Requires a municipal entity that completed any drone incident reports after the adoption of the ordinance to submit its reports to the City Council 180 days after the adoption of the ordinance. Requires a municipal entity to submit its reports quarterly to City Council after the first submission of reports.

Requires a municipal entity to provide, within 7 days, an incident report or reports to the City Council if a City Council member requests the report or reports.

Subsection (k) – Annual Surveillance Reports

Requires each municipal entity that uses a drone to include specific information about its drone use for the previous year in its Annual Surveillance Report, which is required earlier in the ordinance by (i) of Section 2-48.

Subsection (l) – Liability insurance

Requires the City of Hartford to acquire a liability insurance for the unmanned aerial vehicles.

Subsection (m) – Effective Date

Requires ordinance to take effect upon adoption.

Introduced by:

James Sánchez, Majority Leader

HEADING
AND
PURPOSEAN ORDINANCE AMENDING CHAPTER 2 OF THE MUNICIPAL CODE OF
HARTFORDCOURT OF COMMON COUNCIL,
CITY OF HARTFORDNovember 13, 2018

Be It Ordained by the Court of Common Council of the City of Hartford:

That Chapter 2 of the Municipal Code of Hartford be amended, adding Article XXIII, Section 2-938, as follows:

ARTICLE XXIII. - DRONES

Sec. 2-938. – Drone Use by Police and Fire Departments.

Not later than ninety (90) days from the date of the enactment of this ordinance, the City of Hartford Police Department and the City of Hartford Fire Department shall each promulgate a written policy governing the use of drones in the respective operations of their respective departments. The aforementioned policies shall be promulgated solely in accordance with applicable State and Federal rules, laws, codes, regulations, rulings, requirements, policies and orders, and, with the exception of this ordinance, and to the extent allowed by law, to the exclusion of any and all municipal laws. The aforementioned City of Hartford departments shall use drones in their respective operations in strict compliance with the respective written policies promulgated hereunder and solely in accordance with applicable State and Federal rules, laws, codes, regulations, rulings, requirements, policies and orders, and, with the exception of this ordinance, and to the extent allowed by law, to the exclusion of any and all municipal laws. As used herein, the term "drone," or language of similar import, shall be construed to apply to any Unmanned Aircraft System as the same is defined by Federal law. As used herein, the term "operations" shall be construed to apply to the ordinary and/or necessary activities of the department in question, including, but not limited to, the recording and storage of images and/or sounds. Where this ordinance and any other City of Hartford ordinance deal with the same subject matter, this ordinance shall prevail, to the exclusion of the other ordinance, so far as they conflict.

This ordinance shall take effect upon enactment.

ITEM# 36 ON AGENDA
Court of Common Council

CITY OF HARTFORD
550 MAIN STREET
HARTFORD, CONNECTICUT 06103



Legislative Affairs Committee

John Q. Gale, Chair

James Sanchez

Maly D. Rosado

Larry Deutsch

Claudine Fox

Glendowlyn L. H. Thames, Council President
James Sánchez, Majority Leader
John Q. Gale, Assistant Majority Leader
Wildaliz Bermúdez, Minority Leader

Thomas J. Clarke II, Councilman
Larry Deutsch, Councilman
Claudine Fox, Councilwoman
Maly D. Rosado, Councilwoman
Jo Winch, Councilwoman

John V. Bazzano, Town and City Clerk

REPORT

November 26, 2018

Honorable Glendowlyn L. H. Thames, Council President
City of Hartford
550 Main Street, Room 208
Hartford, CT 06103

Dear Members of the Court of Common Council:

The Legislative Affairs Committee meeting of the Court of Common Council of the City of Hartford met on November 14, 2018 at 5:30 pm in Council Chambers. Present were John Q. Gale and Majority Leader Councilman James Sanchez.

The following action was taken:

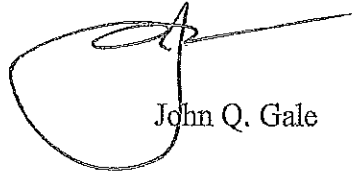
Motion by Councilman Gale and seconded by Councilman Sanchez to send the following Agenda item back to Council with a favorable recommendation:

7. **RESOLUTION CONCERNING THE APPROVAL OF THE REGULATIONS GOVERNING THE USE OF UNMANNED AERIAL VEHICLES BY THE HARTFORD POLICE DEPARTMENT IN ACCORDANCE WITH THE PROCESSES RECOMMENDED BY THIS RESOLUTION. (ITEM #17 ON AGENDA of May 14, 2018)**

Vote 2-0 in favor of motion taken as follows:

Gale	- yes
Sanchez	- yes
Deutsch	- absent
Fox	- absent
Rosado	- absent

Your chair,

A handwritten signature in black ink, consisting of a large, stylized 'J' followed by a horizontal line and a vertical stroke.

John Q. Gale

INTRODUCED BY:
Councilman James Sanchez

COURT OF COMMON COUNCIL
City of Hartford, April 23, 2018

WHEREAS, The City has recently accepted funds from the Connecticut Department of Economic and Community Development (DECD). These funds have been allocated to the Police Department's Capital City Crime Center (C4). A portion of these funds will allow the C4 to purchase two (2) unmanned aircraft systems (drones) that will be used to limit police pursuits, assist police in apprehending fleeing criminals, and provide both surveillance and traffic calming measures for large scale events such as, but not limited to, parades, marathons, and festivals; and

WHEREAS, Drones will help decrease City liability by reducing the need for police vehicles to be involved in police pursuits, Drones will also be capable of following ATVs and dirt bikes so that location information can be provided to officers in the area once the vehicle(s) have stopped and the operators can be detained safely; now, therefore, be it

RESOLVED, That not later than ninety days after the Court of Common Council of the City of Hartford's approval of this resolution, the Hartford Police Department shall adopt and maintain a written policy that shall be consistent with both Federal and State of Connecticut statutes, protections afforded under the United States Constitution and State of Connecticut Constitution, relevant case law, and National best practices. Such policy shall be designed to protect citizens' civil rights and their right to privacy. In the interest of transparency, this policy will be posted on the Police Department's web site for public viewing; and be it further

RESOLVED, That not later than ninety days after the Court of Common Council of the City of Hartford's adoption of this resolution, the Hartford Police Department shall promulgate an unmanned aerial vehicle incident report form, which shall include, but not be limited to: the flight time; the reason for the flight, the time, date, and location of the flight; the name of the supervisor approving the deployment as well as the staff assigned to the deployment; and a summary of the activities covered, actions taken, and outcomes from the deployment; and be it further

RESOLVED, That not later than January thirty-first of each year, the Hartford Police Department shall prepare an annual report summarizing the information contained in each unmanned aerial vehicle incident report form. This annual report shall be available not later than January thirty-first of each year; and be it further

RESOLVED, That the Court of Common Council approves the regulations governing the use of unmanned aerial vehicles by the Hartford Police Department in accordance with the processes recommended by this resolution.



Luke A. Bronin
Mayor

May 28, 2019

Honorable Glendowlyn Thames, Council President
Members of the Court of Common Council
City of Hartford
550 Main Street
Hartford, CT 06103

RE: Housing Code Revisions

Dear Council President Thames,

Attached for your consideration is a draft ordinance that repeals and replaces housing-related provisions in city ordinance with an entirely new, streamlined, and innovative Housing Code.

It is important to recognize that much of Hartford's housing stock is old and in poor condition, and that the adoption of a new Code cannot legislate away the very real, practical and costly challenges to improving the overall quality of housing. However, by clarifying both Code requirements and the City's enforcement authority, I believe this Code will provide us with important tools for promoting better quality housing, over time, for Hartford residents.

Among other things, the new Housing Code aims to: enact citywide standards for clean, safe, and habitable housing; improve indoor air quality, with a goal of reducing asthma and symptoms of allergies, and minimizing the presence of toxic levels of lead; empower city officials to inspect properties to assess compliance; clarify the scope of enforcement authority; align the Code with zoning regulations adopted by the Planning and Zoning Commission; and promote environmentally sustainable practices.

To achieve these goals, the new Housing Code consolidates, expands, and clarifies existing provisions for rooming houses and group living facilities. For the first time, the proposed Code allows the city to license and regulate hotels. Perhaps most significantly, the proposed Code requires apartment buildings with three or more units to be licensed on a four-year cycle, providing the opportunity for periodic, predictable inspections for the health and safety of occupants.

The proposed Code sets forth general provisions that are common to all housing, and other provisions that are specific to the four types of housing regulated in the Code (dwellings, hotels, group living facilities, and rooming houses). Some of these provisions, like ensuring light and air and maintaining walls and foundations in good repair, are fairly common among communities. Other provisions are less common and are tailored to our community's specific needs. For example, this proposed Code allows the City to impose violations for failure to address bulky waste or provide recycling bins. In addition, to help improve our voter registration rate, the Code requires (as does the current Chapter 18) voter registration cards be given to every new adult occupant of a housing unit.

In addition, this proposed Housing Code seeks, to the extent possible, to address concerns regarding environmental hazards and public health. For the first time, the proposed Housing Code sets forth specific requirements for housing owners with regard to lead paint. Consistent with state law, it requires landlords to allow tenants to make energy conservation improvements. It also requires owners to obtain inspection reports of heating facilities each time they renew a license. The Code establishes landscaping maintenance requirements, promoting healthy trees while prohibiting plants that cause human health concerns. If adopted, it will be one of the few housing codes in the country to specifically address mold, imposing liability on owners to remediate visible or known mold in accordance with State Department of Health recommended measures.

The Housing Code also makes it easier for the city to bring violators to justice. It seeks to address the issue of property ownership schemes that obscure the identities of responsible parties, by requiring information submitted in any application to include the name of a responsible human being, including a copy of a driver's license, even if the owner is a limited liability company, a corporation, or a trust. In addition, the Housing Code imposes the maximum fine of \$1,000 for failure to truthfully list a residential address.

For the first time, the process and criteria for suspending or revoking licenses are clearly delineated. Once a violation is found, Article IX of the Code outlines several consequences, ranging from fines to liens to judicial action and condemnation. For every fine available to be imposed, the Housing Code adopts the maximum fine available to it under State law. Moreover, the Code requires an additional fine for each and every violation and for each and every day the violation continues. Article X deals with appeals, should someone object to an order.

At the same time, the Housing Code seeks to be sensitive to the needs of the owners and operators of residential property. It waives fees for certificates of apartment occupancy and certifies apartments for occupancy when property owners obtain a valid license. Licensing fees can be significantly reduced if an owner elects to use a self-certification process, once such process is established by the city. The overall fees for apartment owners will in many cases likely remain about the same, because the new residential licensing program will spread fees over a four-year period. For example, for a building of 20 units, the proposed licensing fee would be \$1,075, and if the building exceeds the licensing standards, no additional certificate of apartment occupancy would be required for four years. By contrast, current city ordinance requires that apartment owners obtain certificates of apartment occupancy, costing \$25, every time a unit is vacated. Over four years, assuming that 10 of the units are vacated each year, the owner would currently be required to pay \$1,000 in certificate of apartment occupancy fees.

The owner of a building of 5 units would be paying \$260 for the proposed four-year licensing period, while under the current code, assuming that the 5 units turn over biannually, the same property owner is required to pay \$250 over a four-year period. Similarly, the fees for rooming houses will remain the same. On the other hand, hotels and group living dwellings, which have not been regulated (other than rehabilitation homes) will see fees where no fees have previously been imposed.

The Code also protects owners in that it contains a section devoted to the responsibilities of occupants, who may also be held liable under the code for violations affecting the health, safety and comfort of other residents. Overall, and over time, the Code will benefit the owners of housing by promoting improved housing quality, which will in turn improve property values that safeguard the investment property owners have made in the city.

Finally, and importantly, the Housing Code will be clearer and easier to administer. To ensure that we are making sound decisions, the application process will become more rigorous, closing loopholes used by property owners seeking to hide their identities and requiring various certificates, reports, and proof of insurance. To ensure city staff can implement the changes, the requirements for apartment buildings and group living facilities will be phased in over a four-year period. To bring new revenues to the city, the Code will impose licensing fees more consistent with other Connecticut cities, including Stamford and New Haven.

Thank you for your consideration of this proposal. The quality of housing in Hartford has a profound effect on the quality of life of our residents. As with any proposal, there will be ample opportunity to review, discuss and amend these proposed revisions as this proposal moves through the legislative process. We look forward to working with you to enact a Code that is more clear, more enforceable, and more effective than our current ordinance.

Respectfully submitted,



Luke A. Bronin
Mayor

550 Main Street
Hartford, Connecticut 06103
Telephone (860) 757-9500
Facsimile (860) 722-6606

Introduced
by:

Luke A. Bronin, Mayor

HEADING
AND
PURPOSE

AN ORDINANCE AMENDING CHAPTER 24, CHAPTER 30, AND
CHAPTER 18 OF THE MUNICIPAL CODE OF HARTFORD TO CREATE
THE HOUSING CODE ("HOUSING CODE")

COURT OF COMMON COUNCIL,
CITY OF HARTFORD

May 28, 2019

Be It Ordained by the Court of Common Council of the City of Hartford:

That Chapter 24-9 and Chapter 30 of the Municipal Code of Hartford shall be repealed, Chapter 18 of the Municipal Code shall be deleted in its entirety and in its place is substituted the following:

Chapter 18 – HOUSING

ARTICLE I. GENERALLY

Sec. 18-1. – Title.

This chapter shall be known and referred to as the "Housing Code of the City of Hartford."

Sec. 18-2. – Purpose

The purpose of this chapter is to promote the public health, safety, and general welfare with respect to housing in the city of Hartford by achieving all of the following:

- A. Enacting citywide standards for clean, safe, and habitable housing to, among other things, improve indoor air quality, prevent asthma, reduce symptoms of allergies, and minimize the presence of toxic levels of lead.
- B. Empowering city officials to inspect properties to assess compliance.
- C. Clarifying the scope of enforcement authority.
- D. Aligning city ordinance with zoning regulations adopted by the planning and zoning commission.
- E. Promoting sustainable practices.
- F. Streamlining for usability and readability.

Sec. 18-3. - Definitions.

- A. Whenever the words "building," "dwelling," "dwelling unit," "rooming house," "rooming unit," "hotel," "hotel unit," "premises," and "structure" are used in this chapter, they shall be construed as if they were followed by the words "or any part thereof."
- B. Except as otherwise provided, the following definitions shall apply in the interpretation and enforcement of this chapter:

Accessory structure means a detached structure (including a building) detached from, but located on the same lot as, a principal structure.

Approved means approved by the local or state authority having administrative authority.

Attic means any story situated wholly or partly within the roof, so designed, arranged or built as to be used for business, storage or habitation.

Authorized agent means an executor, executrix, administrator, administratrix, trustee, conservator, or guardian of the estate, or other individual or entity who is legally authorized to serve as the agent of a third party through a written, executed, unrevoked power of attorney, court order, or other document type acceptable to the director of licenses and inspections, and who is legally bound, through such document, to comply with the provisions of this chapter and the rules and regulations adopted pursuant thereto to the same extent as if he or she were the owner.

Basement means a story of a building located partly underground and having at least half of its height above ground.

Bathroom means a room or group of connected rooms, containing the equipment, fixtures, and materials identified in section 18-61G of this code.

Bed and breakfast has the definition in the zoning regulations

Cellar means a story of a building located partly or wholly underground and having half or more of its height below the level of the grade.

Director of health means the legally designated health authority of the city or his or her designee.

Director of licenses and inspections means the individual leading the office of the division of licenses and inspections within the city department of development services, or such successor agency or subagency, and any designee of such individual.

Dwelling means any enclosed space, other than a group living dwelling, hotel, or rooming house, which is wholly or partly used or arranged or designed to be used for living or sleeping by human occupants.

Dwelling unit means any room or group of rooms connected together that include a bathroom and facilities for living, sleeping, cooking, and eating that are arranged, designed, or intended to be used as living quarters for one household, regardless of form of ownership in which such dwelling unit is held. Dwelling units include efficiency/micro units and condominium units rented for residential use.

Efficiency or micro unit has the definition in the zoning regulations.

Egress means a place or means of going out, as defined by the ordinances, statutes, and regulations of the city and the state.

Extermination means the control and elimination of insects, rodents or other pests by eliminating their harborage places; by removing or making inaccessible materials that may serve as food; by poisoning, spraying, fumigating, trapping, or by any other recognized and legal pest elimination methods approved by the director of health; and exterminate means the act of extermination.

Group living has the definition in the zoning regulations.

Group living for health reasons has the definition in the zoning regulations, as revised and amended from time to time, and also includes rehabilitation homes (as defined in and regulated by prior city ordinance section 30-1, namely, "a dwelling housing a group of persons during a period in which such persons are being housed for periods of more than one (1) day for the purpose of undertaking a program of social rehabilitation or other similar programs, and not required to be licensed by the state as a child care facility pursuant to G.S. § 17-48, or as an institution (hospital, home for the aged, nursing home or rest home) pursuant to G.S. §§ 19a-490 through 19a-503") that as of August 1, 2019 have a valid license from the city for a rehabilitation home.

Group living dwelling means a dwelling that is used as group living, group living for health reasons, residential care, or temporary shelter facility.

Group living unit is any room or group of rooms connected together, intended for living by a person or persons who do not constitute a household, and which does not have a kitchen, and is located within a group living dwelling.

Guest means any person who occupies a housing unit at no charge for rent or occupancy on a nonpermanent status for not more than thirty (30) days.

Habitable room means a room or enclosed floor space used or intended to be used for living, sleeping, cooking or eating purposes, excluding bathrooms, water closet compartments, laundries, pantries, foyers or communicating corridors, closet and storage spaces, furnace rooms, kitchenettes and utility rooms, stairways and workshops, and hobby and recreation areas in unsealed or uninsulated parts of a structure below ground level or in attics.

Heated water means water heated to a temperature of no less than one hundred forty degrees Fahrenheit (140° F.).

Heating facility means all equipment, facilities and plumbing necessary to produce heat or hot water or both and deliver same to all habitable space in and around a dwelling unit.

Hotel means a commercial establishment offering temporary lodging to transient guests, including but not limited to bed and breakfasts, motels, and apartment hotels.

Hotel unit means a room or group of rooms located within a hotel and forming a single habitable unit used or intended to be used primarily for living and sleeping but not primarily for cooking or eating purposes.

Housing means dwelling, group living dwelling, hotel, or rooming house, and the premises of such dwelling, group living dwelling, hotel, or rooming house, except where the word "housing" is used as an adjective immediately before another noun, where the context would suggest a more limited definition.

Housing unit means a dwelling unit, group living unit, hotel unit, or rooming unit.

Household has the definition of household in the zoning regulations.

Infestation means the presence, within or around a dwelling, of any insects, rodents or other pests.

Kitchen means a room used for food preparation and storage and containing the equipment, fixtures, and materials identified in section 18-61G of this code.

Kitchenette means a small kitchen or an alcove containing cooking facilities.

Lead statute means the State Lead Poisoning Prevention and Control Act, G.S. §§ 19a-111-1 through 19a-111-11, and all accompanying rules and regulations.

Multi-unit dwelling means any dwelling containing two (2) or more dwelling units, including two-unit dwellings and three-unit dwellings. Attached or row buildings shall be considered a multi-unit dwelling if two (2) contiguous dwelling units in one or more buildings are owned by the same person.

Occupant means any person over one (1) year of age living, sleeping, cooking, eating in, or having actual possession of, a housing unit, except that in dwelling units, a guest will not be considered an occupant.

One-unit dwelling means a dwelling containing one (1) dwelling unit, without any other dwelling units located on the same lot.

Operator means any person who has charge, care or control of a building or part thereof in which housing units are let.

Ordinary summer conditions means a temperature of ten degrees Fahrenheit (10° F.) below the highest recorded temperature in the locality for the prior ten-year period.

Owner means any person who, alone or jointly or severally with others shall have legal or equitable title to any housing or housing unit with or without accompanying actual possession thereof, provided that an owner shall include an authorized agent.

Permissible occupancy means the maximum number of persons permitted to reside in a housing unit.

Plumbing means all of the following supplied facilities and equipment: gas pipes, gas-burning equipment, water pipes, garbage disposal units, waste pipes, water closets, sinks, faucets, installed dishwashers, lavatories, bathtubs, shower baths, installed clothes-washing machines, catch basins, drains, vents and any other similar supplied fixture, together with all connections to water, sewer, or gas lines.

Premises means a platted lot or part thereof or unplatted lot or parcel of land or plot of land, either occupied or unoccupied by any dwelling or nondwelling structure, and includes any such building, accessory structure, or other structure thereon.

Privacy means the ability of a person to carry out an activity without interruption, observation, or interference by unwanted persons.

Residential care has the meaning in the zoning regulations.

Rooming house means any dwelling or that part of any dwelling containing one (1) or more rooming units in which space is let by the owner or operator to three (3) but no more than six (6) persons, or any dwelling that as of August 1, 2019, has a valid license from the city for a rooming house. Rooming houses include boarding houses as defined in the zoning regulations.

Rooming unit means a room or group of rooms designed for living and sleeping which may or may not have a bathroom and does not have a kitchen.

Rubbish means combustible and noncombustible waste materials, and the term shall include the animal and vegetable waste resulting from the handling, preparation, cooking, and consumption of food; residue from the burning of wood, coal, coke, and other combustible material; paper; plastic containers; rags; cartons; boxes; wood; excelsior; rubber; leather; tree branches; yard trimmings; tin cans; metals; mineral matter; glass; crockery; and dust.

Safety means the condition of being free from danger and hazards which may cause accidents, fire, or disease.

Space heater means a self-contained, automatically controlled, electric or vented fuel-burning appliance of either the circulating type or the radiant type.

Supplied means paid for, furnished or provided by or under the control of the owner or operator.

Temporary housing means any tent, trailer, mobile home, or any other structure used for human shelter which is designed to be transportable and which is not attached to the ground, to another structure, or to any utility system on the same premises for more than thirty (30) consecutive days.

Temporary shelter facility has the meaning in the zoning regulations.

Three-unit dwelling means a dwelling containing three (3) dwelling units.

Two-unit dwelling means a dwelling containing two (2) dwelling units.

Valid means current, unrevoked, and duly-issued by the appropriate authority.

Water under pressure means pressure sufficient to supply at least one (1) gallon per minute from each outlet.

Zoning regulations means the zoning regulations for the city of Hartford, as adopted by the planning and zoning commission, and as amended from time to time.

Sec. 18-4. – Scope and applicability.

- A. This chapter shall apply to all public and private housing and housing units within the city of Hartford, except as provided by state or federal law, except:
 - (1) One-unit dwellings.
 - (2) Two-unit dwellings in which an owner resides.
 - (3) Mobile manufactured homes.
- B. This chapter shall have the effective date of August 1, 2019.
- C. This chapter shall not be construed to suspend or revoke any valid license or valid certificate of apartment occupancy from the city, provided, however, that suspension or revocation may occur in accordance with section 18-30 of this code.
- D. Conflicts.
 - (1) In any case where a provision of this chapter is found to be in conflict with a provision of any zoning, building, fire, safety, health, or other ordinance or code of the city, the provisions which establishes the higher standard for the promotion and protection of the health and safety of the people shall prevail.
 - (2) In any case where a provision of this chapter is found to be in conflict with a provision of the State Building Code, State Fire Safety Code, or State statutes or regulations, the State provision shall prevail.

E. Designated authority.

- (1) Pursuant to G.S. §§ 47a-50 et seq., the city may adopt regulations involving various aspects of housing, and pursuant to that statute and the general authority granted to the council, the authority executing and enforcing the statute, and this ordinance more generally, is given to the director of licenses and inspections.
- (2) Pursuant to G.S. §§ 47a-56 et seq., the city hereby adopts the provisions of such statute and appoints the director of licenses and inspections to carry out the provisions of said sections.

Sec. 18-5 to 18-19. – Reserved.

ARTICLE II. APPLICATIONS AND LICENSING

Sec. 18-20. – Application required.

- A. Prior to operating housing containing three (3) or more housing units, or otherwise allowing such housing to be occupied, every owner of such housing shall apply to the director of licenses and inspections, on an application form to be provided for that purpose, for a license, provided that housing containing three (3) or more housing units that is occupied by an owner shall not be subject to the preceding requirement to apply for a license.
- B. Notwithstanding subsection A of this section 18-20, to effectuate the purposes of this chapter and to ensure the orderly processing of applications, no license for a dwelling or dwelling unit shall be required:
 - (1) Prior to July 1, 2022, for buildings containing three (3) to nine (9) dwelling units.
 - (2) Prior to July 1, 2021, for buildings containing ten (10) to thirty-nine (39) dwelling units.
 - (3) Prior to July 1, 2020, for buildings containing forty (40) or more dwelling units.

On any date between the effective date of this ordinance and July 1, 2022, the director of licenses and inspections may demand that the owner of any dwelling with five (5) or more violations within a ninety (90)-day period submit an application for a license within the ninety (90) days after the notice of such demand is sent, even if such demand would accelerate the date on which an initial application would otherwise be required by this chapter.

C. Notwithstanding subsection A of this section 18-20, to effectuate the purposes of this chapter and to ensure the orderly processing of applications, no license for a group living dwelling or group living unit shall be required:

- (1) Prior to July 1, 2022, for a temporary shelter facility.
- (2) Prior to July 1, 2021, for group living and residential care.
- (3) Prior to July 1, 2020, for group living for health reasons.

On any date between the effective date of this ordinance and July 1, 2022, the director of licenses and inspections may demand that the owner of any group living dwelling with five (5) or more violations within a ninety (90)-day period submit an application for a license within the ninety (90) days after the notice of such demand is sent, even if such demand would accelerate the date on which an initial application would otherwise be required by this chapter.

Sec. 18-21. – Application period.

A. The director of licenses and inspections shall accept applications for licenses for the following types of housing or housing units at any time:

- (1) New housing or new housing units.
- (2) Housing or housing units that were vacant for a period of sixty (60) days or more preceding the date of the application.
- (3) Housing or housing units that are subject to a valid license but are to be owned or operated by someone other than the current owner or operator.

B. The director of licenses and inspections shall accept applications for license renewals at any time until June 30, 2020; thereafter, to provide sufficient time for the issuance of licenses and for appropriate inspections, the application period for license renewals shall take place between March 1 and June 1 of each year. The director of licenses and inspections may, in his or her discretion, subject to staffing and availability, accept applications for license renewals at other times.

Sec. 18-22. – Application fees.

A. The fees for applications for licenses required by this chapter shall be as follows:

- (1) Dwelling unit license: three (3) to nine (9) dwelling units: sixty dollars (\$60), plus forty dollars (\$40) per dwelling unit.
- (2) Dwelling unit license: ten (10) to thirty-nine (39) dwelling units: seventy-five dollars (\$75), plus fifty dollars (\$50) per dwelling unit.

- (3) Dwelling unit license: forty (40) or more dwelling units: two hundred dollars (\$200), plus seventy dollars (\$70) per apartment unit.
- (4) Group living license: two hundred dollars (\$200), plus thirty-eight dollars (\$38) per group living unit.
- (5) Hotel license: three hundred fifty dollars (\$350), plus eighty-five dollars (\$85) per hotel unit. For any hotel owned by any person, firm, corporation, joint venture or other legal entity that is exempt from income tax liability pursuant to Section 501(c)(3) of the Internal Revenue Code, the applicable licensing fees shall be: two hundred and fifty dollars (\$250), plus thirty dollars (\$30) per hotel unit.
- (6) Rooming house license: five hundred dollars (\$500) for one (1) to six (6) rooming units, seven hundred fifty dollars (\$750) for seven (7) to twelve (12) rooming units, and one thousand dollars (\$1,000) for more than twelve (12) rooming units.
- (7) Beginning July 1, 2021, an additional fee of \$1,000 shall be required for applications for license renewals that are submitted at any time outside of the application period set forth in section 18-21B of this code.

B. Reductions.

- (1) The per unit license fee for dwelling units in buildings containing forty (40) or more dwelling units in which initial occupancy of all units is legally restricted to individuals or families earning sixty (60%) per cent or less of area median income shall be twenty (\$20.00) dollars per apartment unit. Upon request, owners and operators of such buildings shall be required to provide the director of licenses and inspections with copies of tenant eligibility information, including, but not limited to mandated annual income certification or re-certification forms.
- (2) Notwithstanding anything to the contrary in this section 18-22, the director of licenses and inspections shall have the authority to adopt regulations to reduce by up to fifty (50) percent any fees for dwelling unit licenses for applications that undergo a self-certification process as such process may be established by the director.

C. Application fees include one (1) inspection visit. Additional inspections shall be charged to the applicant in accordance with article III of this chapter.

D. License application fees shall be nonrefundable.

Sec. 18-23. -- Application procedures.

- A. An application for a license required by this chapter shall consist of an application form, attachments required by the application form, and supplemental materials required by the director of licenses and inspections.

- B. Such application shall be considered complete and ready for processing only if it is submitted in the required number and form, includes all required information, does not contain significant inaccuracies or omissions, does not contain multiple minor inaccuracies or omissions, and is accompanied by the required fee amount (including the license application fee as well as the fee for any inspections conducted in accordance with article III of this chapter).
- C. The date on which the application is deemed complete by the director of licenses and inspections shall be deemed to be the submission date of the application.
- D. An application must be signed by the owner, the operator (if distinct from the owner), and the city resident acting as the registered agent.
- E. In addition to information to be submitted by the application form, the director of licenses and inspections may require the submission of additional information, documentation, and evidence, where such information, documentation, and evidence is reasonably necessary to assess the veracity of the contents of the application, to ensure that the appropriate scope of review is undertaken, and to ensure sound decision-making as required in section 18-25 of this code.
- F. The director of licenses and inspections may, in his or her discretion, refer any application, attachment, or supplemental material to any city or state official, including but not limited to the corporation counsel, the chief of the fire department, the chief of the police department, the director of the department of public works, the zoning administrator, the director of planning, the director of housing, the director of the department of health, or their designees, for guidance, analysis, evaluation, and recommendations relevant to the decision on granting the license.
- G. The director of licenses and inspections may call upon any third party consultant for assistance in the performance of his or her duties. Applicants shall be required to pay the city in advance for projected or proposed third party consultant expenses associated with review of their applications, prior to any approval being effective.
- H. Prior to the issuance or renewal of a license, the housing or housing unit to be licensed may be inspected to determine whether it is in compliance with the provisions of this chapter and the statutes of the state and the city. Inspections shall be conducted in accordance with article III of this chapter.

- I. A separate application must be filed for each individual building, on each lot, for each permit desired.
- J. In all cases, the burden is on the applicant to show that an application complies with all applicable review or approval criteria.

Sec. 18-24. - Application form.

The application form for a license for the operation of housing or housing units shall require the submission of the following information:

- A. The contact information, consisting of full legal name, address, telephone number, email address (if any), and full legal name of the owner and registered agent, and the operator (if any).
 - (1) Name. In the case the owner or operator is a partnership, the names of all general partners must be provided. In the case of a limited liability company, the names of its members must be provided. In the case of a corporation or other business entity, the name and address of the registered agent and officers of said business entity. In the case the owner is a trust, such contact information for each trustee shall be provided. In the case of estate, the contact information of the executor, administrator, conservator, or other fiduciary responsible for the estate shall be provided.
 - (2) Address. An address must be a location described by the full street number, if any, the street name, the city or town, and the state, and not a mailing address such as a post office box. If the owner or owners are a person or people who do not reside in the city, each owner must provide his or her residential address. In the case of a partnership, limited liability company, corporation, or other business entity, each registered agent must provide his or her residential address.
 - (3) Registered agent. In the case of an owner-occupant, the registered agent shall be a human being who is a resident of the city who shall act as the agent of the owner-occupant for the receipt of violation notices and for service of process issued pursuant to the provisions of this chapter, where such owner-occupant is absent from the city for thirty (30) or more days. In the case of a nonresident owner, the registered agent shall be a resident of the city who shall act as his or her agent for the receipt of violation notices and for service of process issued pursuant to the provisions of this chapter.
- B. A copy of a driver's license or comparable state-issued photo identification showing the name, photo, and address of the owner and registered agent, and operator (if any).

- C. The full legal name, address, telephone number, and email address (if any) of each mortgagee and lienholder of record, and any assignees.
- D. The number of rooms in the building, the number of housing units, and the number of persons proposed to be accommodated or allowed in each housing unit.
- E. The plan of each floor of the building, drawn to a scale of not less than one-quarter-inch to a foot, showing all fire escapes, stairs, halls, bathrooms, kitchens, lighting, screens, plumbing fixtures, flooring materials, trees and vegetation, location and size of all windows, the location and dimensions and square footage of habitable rooms and the exits of each floor and showing the number of persons proposed to be accommodated or allowed on each floor, with the intended use of every room in the building written on the plan. Unless the building is exempt by the State Fire Code, the plan shall include sprinklers in the common areas, and in housing units and areas as required by code.
- F. A copy of a valid certificate of insurance showing general liability and innkeeper's liability insurance with coverage of at least one million dollars (\$1,000,000.00) of general liability and one million dollars (\$1,000,000.00) of excess liability. Such certificate of insurance shall provide that no cancellation will be made without thirty (30) days' notice to the city director of licenses and inspections.
- G. A certificate of zoning compliance, if a zoning permit to initiate the housing or housing unit was issued more than five (5) years prior to the date of the application.
- H. A valid certificate of occupancy.
- I. A certificate of nonconformance, if required by the zoning regulations.
- J. A lead inspection report, if required by the lead statute or by the director of health or the director of licenses and inspections.
- K. A description of rubbish disposal facilities (including recycling), extermination and pest control plans and practices, energy efficiency plans and practices, water efficiency plans and practices, snow removal plans, and, if applicable, other sustainability measures, lead paint evaluations, and landscape and weed control plans.

- L. A copy of the latest energy efficiency audit completed for the housing or the housing unit, if any.
- M. A heating facility inspection report, dated within the six (6) months preceding the application submission date and indicating that the heating facility for such premises has been inspected within the last year by a person licensed to design, construct or repair a heating facility and that such heating facility meets the requirements of this chapter, except that no such report shall be required for a heating facility that for all primary components is ten (10) years old or less.
- N. The signature of the applicant, including the owner, certifying to the truthfulness and accuracy of the information tendered and an acknowledgement that there will be penalties for false representation.
- O. Notwithstanding anything to the contrary in this section 18-24, the application form may be formatted in such a way as to allow the applicant to submit the information through a self-certification process that may be established by the director of licenses and inspections.

Sec. 18-25. – Decision-making on an application.

- A. When an application for a license for housing or housing units pursuant to this chapter is complete, the director of licenses and inspections shall review the application and shall approve, approve with conditions, or deny the application.
 - (1) An approval of the application will result in the issuance of a license.
 - (2) An approval with conditions of the application will result in the issuance of a license, subject to reasonable conditions that the applicant must satisfy in order to obtain and maintain the license.
 - (3) A denial will result in no license.
- B. Decision-making criteria considered by the director of licenses and inspections shall include:
 - (1) Satisfaction of application requirements.
 - (2) Results of any inspection conducted.
 - (3) Compliance with any applicable life safety code, such as the State Building Code or the State Fire Safety Code, provided that lack of compliance shall result in an immediate denial.
 - (4) Compatibility with adjacent properties.
 - (5) Adequate provision (number), operability, and general condition of supplied amenities and fixtures, including but not limited to heat, heated water, lighting, plumbing, bathrooms, and kitchens.

- (6) Overall condition of the building and premises, including the presence of fire hazards, infestations, lead paint, or any other material regulated in this chapter.
- (7) Suitability of the arrangement of buildings, open space, and provision of light, ventilation, and air.
- (8) Demands on services and infrastructure.
- (9) In the case of a renewal, number and nature of violations documented during prior inspections or visits by any officer of the city or State.

C. Notice of decisions shall be provided to applicants.

Sec. 18-26. – Changes to information in application.

- A. Subject to restrictions on transferability contained in section 18-28 of this code, any change to the full name of the owner, registered agent, operator, mortgagee of record, or lienholder of record, as applicable, that occurs after an application is submitted or after a license is issued must be submitted in writing to the director of licenses and inspections seven (7) days prior to the change, provided that if it is impossible or impractical to submit such change seven (7) days prior to the change, the change must be submitted within ten (10) days after the change, along with a notarized statement from the transferee, and in the case of a replaced owner, registered agent, or operator, a copy of a driver's license or comparable state-issued photo identification showing the name, photo, and address of the owner, registered agent, or operator (as applicable).
- B. Any change to the address, telephone number, email address (if any) of the owner, registered agent, operator, mortgagee of record, or lienholder of record, as applicable, that occurs after an application is submitted or after a license is issued must be submitted in writing to the director of licenses and inspections seven (7) days prior to the change, provided that if it is impossible or impractical to submit such change seven (7) days prior to the change, the change must be submitted within ten (10) days after the change. A change in address of a registered agent shall not be accepted by the director of licenses and inspections if it purports to change the address of the registered agent to a location outside of the city.
- C. Any decrease in the number of rooms in the building, the number of housing units, and the number of persons proposed to be accommodated or allowed in each housing unit must be submitted in writing to the director of licenses and inspections within seven (7) days after the occurrence of the decrease.

- D. Any increase in the items identified in the preceding subsection C, or any changes to the floor plans or certificate of insurance, shall not be permitted without a full and complete new application to the director of licenses and inspections.
- E. Pursuant to section 18-30 of this code, some changes in information may result in revocation of a license.

Sec. 18-27. – Effect of license.

- A. Upon receipt of the license, and for the terms and duration and subject to the conditions of the license, an owner of housing or housing units may operate the housing or housing units, as applicable, and otherwise allow the housing or housing units to be occupied, subject to the issuance of any certificates of apartment occupancy required under article V of this chapter.
- B. A license provides the right to operate the housing or housing units as set forth in the application, as amended or supplemented pursuant to section 18-26 of this code, subject to the issuance of any certificates of apartment occupancy required under article V of this chapter.
- C. The issuance of a license shall not relieve the owner and operator of the responsibility to make general repairs pursuant to chapter 9 of the code, maintain fire protection equipment pursuant to chapter 13 of the code, manage solid waste pursuant to chapter 15 of the code, maintain and preserve historic housing as required by chapter 28 of the code, repair and clear of sidewalks and public ways pursuant to chapter 31 of the code, maintain landscaping (including trees and green infrastructure) pursuant to the zoning regulations and chapter 28 of code, and perform other responsibilities required by any other law, rule, or regulation.
- D. If the director of licenses and inspections issues a license for a dwelling unit for which a certificate of apartment occupancy is required pursuant to article V of this chapter, he or she shall also issue a certificate of apartment occupancy valid for up to two (2) years from the date of issuance of the license, and in no event past the second June 30 following the date of issuance, unless he or she has given the property an "exceeds standards" rating, in which case he or she shall issue a certificate of apartment occupancy valid for the full length of the license, for the same dwelling units subject to the license.

Sec. 18-28. – Transferability of license.

- A. Licenses for dwellings, dwelling units, hotels, and hotel units may be transferred to a subsequent owner, subject to satisfaction of the requirements of section 18-26.
- B. Licenses for group living, group living units, rooming houses, and rooming units are not transferable.

Sec. 18-29. – Duration of license.

- A. A license shall start upon the effective date indicated in the notice of approval of the application, or if no effective date is indicated, on the date on the notice of approval.
- B. For group living facilities and group living units, hotel and hotel units, rooming houses and rooming units, every new license, and every license renewal, shall be effective for a maximum of one (1) year, starting from the date of issuance of the license until the first June 30 following the date of issuance, unless earlier suspended or revoked pursuant to section 18-30 of this code.
- C. For dwellings and dwelling units, every new license, and every license renewal, shall be effective for a maximum of four (4) years, starting from the date of issuance of the license until the fourth June 30 following the date of issuance, unless earlier suspended or revoked pursuant to section 18-30 of this code.

Sec. 18-30. – Suspension or revocation of license.

- A. A suspension of a license shall result in a temporary ceasing of all licensed activities until such reasonable time as set by the director of licenses and inspections to cure a violation under this chapter or other reason provided by the director of licenses and inspections.
- B. A revocation of a license shall result in the permanent ceasing of all licensed activities until and unless another license is obtained.
- C. A license for housing or housing units, whether issued pursuant to previous ordinance provisions related to the licensing of housing or issued pursuant to current ordinance provisions, may be suspended or revoked by the director of licenses and inspections for any of the following activities or occurrences:
 - (1) Violation of any provision of this ordinance or other applicable law, rule, or regulation.

- (2) Failure to comply with any applicable life safety code after written notice and opportunity to cure in accordance with article IX of this chapter, such as the State Building Code or the State Fire Safety Code, or of the State laws and regulations regarding lead poisoning prevention and control.
- (3) Abandonment of the licensed activities, as indicated by licensed housing or housing units being vacated for a period of sixty (60) days or more, unless such vacancy is caused by reasons beyond the owner's control such as damage by flood, fire or storm and owner is diligently working to repair such damage.
- (4) Conducting, or knowingly allowing to be conducted, illegal activities on the premises.
- (5) Loss, failure to renew, cancellation, or reduction of insurance coverage shown on the insurance certificate required to be provided with the license application.
- (6) Loss, failure to renew, or cancellation of any document granting authority to an authorized agent to act on behalf of an owner or operator, where the director of licenses and inspections reviewed and approved such document.
- (7) Refusal by the owner to consent to inspections requested by the director of licenses and inspections.
- (8) Failure to pay the city in advance for third party consultants deemed necessary, in the discretion of the director of licenses and inspections, to assist the director with evaluating applications, conducting inspections, or assessing conditions of the housing or housing unit.
- (9) Property taxes for the housing or housing unit, or any fixtures or personal property contained therein or housed thereon, are delinquent.
- (10) Other reasons significant to health, safety, and general welfare, in the discretion of the city.

D. In making a decision to suspend or revoke a license, the director of licenses and inspections must exercise reasonableness and discretion in considering the criteria in section 18-25B of this code, and: the severity of the threat to health, safety, and general welfare; remedial measures that have been taken by the owner or operator; the timeline for remedial action to be taken; and other facts and information as may be provided to him or her by city and State officials and by members of the general public, including occupants and owner.

E. Notice of suspension or revocation shall be in writing.

Sec. 18-31 to 18-39. – Reserved.

ARTICLE III. INSPECTIONS

Sec. 18-40. – Authority for inspections.

- A. The director of licenses and inspections is hereby authorized and directed to make inspections (including re-inspections of previously inspected locations) to determine the condition of housing and housing units, for the purpose of determining compliance with the provisions of this chapter.
- B. The director of health, the chief of the police department or his or her designee, and the chief of the fire department or his or her designee, and any other city official deemed appropriate or necessary by the director of licenses and inspections are authorized to assist with such inspections, subject to the provisions in this article applicable to the director of licenses and inspections. Any person or entity duly authorized in accordance with this section to conduct inspections pursuant to this chapter shall be called an inspector.

Sec. 18-41. – Consent for inspections.

- A. For the purpose of making such inspections, the inspector, with consent of the owner, occupant, or judicial authority, is hereby authorized to enter, examine, and survey between the hours of 8:30 a.m. and 4:30 p.m. or as otherwise mutually agreed by the inspector and the owner or occupant, all housing and housing units. For the purpose of consenting to an inspection and/or receiving notices relating thereto, a minor child under the age of 18 shall not be considered an occupant.
- B. Whenever an owner, operator, or occupant of a housing unit shall deny an inspector the right of entry for the purpose of inspection, the inspector shall not so enter until he or she presents a duly issued search warrant for the housing or housing unit to the owner, operator, or occupant.
- C. Nothing in this section shall be construed to preclude the entry of the inspector at any time when, in his or her judgment, an emergency tending to create an immediate danger to the public health, welfare, or safety exists.

Sec. 18-42. – Nature of inspections.

- A. An inspection conducted pursuant to this chapter shall be conducted for one or more of the purposes of: evaluating a license application or a certificate of

apartment occupancy application, assessing ongoing compliance with the license or certificate and associated conditions, fulfilling the city's obligation to conduct investigations regarding toxic levels of lead pursuant to the lead statute, and ensuring the satisfaction of the goals of this chapter.

- B. Such inspection shall not have for its purpose the undue harassment of the owner, operator, or occupant.
- C. Such inspection shall be made so as to cause the least amount of inconvenience to said owner, operator, or occupant, consistent with an efficient performance of the duties of the director of licenses and inspections.
- D. Among other things documented in the report, all inspection reports must indicate for each housing and housing unit inspected whether a smoke detector has been installed in each unit and in each area as required by the State Fire Safety Code, and, if so, the status and location of the smoke detector. Inspectors shall report missing or inoperative detectors to the fire marshal and owner of record within twenty-four (24) hours of inspection.
- E. During an inspection, the inspector may collect or be made aware of information and evidence that may result in a fine or form the basis for a criminal prosecution.
- F. The director of licenses and inspections may choose to conduct, or ask another inspector to conduct, a re-inspection for any reasonable reason, including but not limited to: the observance or report of a possible violation of any applicable law, rule, or regulation in the conduct of licensed activities; determination of compliance with conditions set forth in the applicable license; determination of compliance with conditions of any applicable law, rule, or regulation in the conduct of licensed activities; assessment of whether there are toxic levels of lead for which abatement would be required pursuant to the lead statute; assessment of whether and to what extent remedial action has been undertaken; and the need to respond to a complaint.
- G. In the sole discretion of the director of licenses and inspections, for any inspection for any building with twenty-five (25) or more housing units, in connection with a license application pursuant to article II of this chapter, the director of licenses and inspections may select for inspection twenty-five (25) percent of the total number of hotel units within a hotel, with a minimum of twenty (20) hotel units, or forty (40) percent of the total number of dwelling units within a dwelling, with a minimum of twenty (20) dwelling units, provided that the specific hotel units or dwelling units to be inspected shall be chosen randomly and in the sole discretion of the director of licenses and

inspections. In no circumstance shall the preceding sentence be construed to prohibit the director of licenses and inspections from inspecting all housing units for which a license is sought.

Sec. 18-43. - Inspections related to toxic levels of lead.

- A. Notwithstanding anything to the contrary in this chapter, this section may be applied to all properties (including buildings and their premises) in the city, not just to properties containing housing and housing units to which the rest of this chapter is otherwise limited in applicability.
- B. Pursuant to the lead statute, the city hereby designates the director of health as the officials with the authority to coordinate with the State the identification, assessment, and enforcement of State laws and regulations on toxic levels of lead.
- C. The director of licenses and inspections and the director of health may conduct or cause to be conducted inspections related to toxic levels of lead in any property in the city, whether housing or not, if they have reason to believe, as a result of reports of elevated blood levels in occupants or through visual observation or otherwise, that the property contains toxic levels of lead.
- D. To properly assess whether a property contains toxic levels of lead, the director of licenses and inspections and the director of health may hire, or cause to be hired, third parties, such as certified lead inspectors and other professionals, to provide information to the city regarding toxic levels of lead. The cost of such professionals shall be borne by the property owner exclusively.
- E. After the inspection occurs, an inspection report shall be completed using the State inspection form and shall be postmarked and sent by certified mail or hand delivery by the second working day following completion of the inspection. The inspection form shall indicate all defective and intact lead-based surfaces.
- F. Within two (2) days after receipt of an inspection report identifying toxic levels of lead requiring abatement, the owner shall post to each entrance to the housing unit or common area of dwelling affected. The notice shall measure at least eight-and-one-half (8 ½) inches by eleven (11) inches, with letters measuring at least one half (½) inch. The notice shall state that the dwelling unit contains a toxic level of lead which may be dangerous and which a child should not be allowed to mouth or chew. The notice shall not be

removed until the dwelling unit has been found to comply with the lead statute.

- G. The owner shall provide a summary report of the lead inspection and/or lead management plan, and the post-abatement inspection report to the residents and to the director of licenses and inspections. This summary inspection report shall contain the results of lead-based surface testing as required by section 19a-111-3 of the regulations for the lead statute and will include a description of the testing methods used.
- H. The owner shall also provide the residents with information prescribed by the department concerning the toxicity of lead and precautions that should be taken to avoid exposure.
- I. The director of health shall have full authority under the lead statute to issue an order for a property owner to conduct a lead abatement plan and correct all defective lead-based surfaces requiring abatement and soil areas identified as a source, or potential source for elevated blood within the time period specified by section 19a-111-5 of the regulations for the lead statute.

Sec. 18-44. – Fees for inspections.

- A. The fees for inspections conducted in accordance with this chapter shall be one hundred dollars (\$100) per inspection, including but not limited to re-inspections and inspections related to toxic levels of lead. Such cost shall not be applied to one (1) inspection associated with a license application, pursuant to section 18-22 of this code. Such cost shall not be applied to inspections conducted by an inspector on behalf of an occupant seeking to report or document a violation.
- B. The fee for an owner's failure to appear, or to send a representative to appear, at an inspection within twenty (20) minutes of a scheduled appointment shall be one hundred dollars (\$100).
- C. An inspector may call upon a third party consultant, including but not limited to a certified lead inspector, for assistance in the performance of its duties for a thorough and complete inspection. Applicants shall be required to pay the city in advance for projected or proposed third party consultant expenses associated with the review of their applications, prior to any license being effective.
- D. Inspection fees and failure to appear at inspection fees shall be nonrefundable.

Sec. 18-45 to 18-59. – Reserved.

ARTICLE IV. REQUIREMENTS FOR ALL HOUSING.

Sec. 18-60. – Generally:

- A. No person shall operate housing or housing units unless he or she holds a valid license issued by the director of licenses and inspections and approved in the name of the person operating the specific named housing or housing units, subject to the transfer provision of 18-28.
- B. No building now in existence or hereafter constructed or erected, nor any portion thereof, shall be used as housing or housing units unless such building and every part thereof shall conform to the requirements of this chapter and to such other requirements of the law, including, without limitation the State Basic Building Code, the Fire Safety Code, Hartford Municipal Code, rules and regulations of the city department of development services, and zoning regulations as may apply.

Sec. 18-61. – Owner's responsibilities.

Every owner of housing or a housing unit must:

- A. Maintain at all times in a clean and sanitary condition every surface, including walls, floors, stairwells, passages, windows, doors, water closets, cesspools, drains, halls, cellars, roofs, porches, decks, stoops, and ceilings, for the housing or housing unit, whether occupied or not, including the entire exterior structure of the housing or housing unit and any common areas.
- B. Protect all exterior wood surfaces, other than decay-resistant woods, from the elements and from decay by paint or other protective covering or treatment, using lead-free materials upon any surface that is readily accessible to children.
- C. Ensure that all painted surfaces of every building used or intended to be used in whole or in part for human habitation are kept free of cracked, chipped, blistered, flaking, loose, or peeling paint.
- D. Maintain in sound condition and good repair every foundation, floor, wall, ceiling and roof, door, skylight, basement hatch, and window so that it shall

be reasonably weathertight, watertight, and rodentproof, and shall be capable of affording privacy.

- (1) Ensure windows designed with insulated glass and thermal pane windows do not exhibit seal leakage, such as condensation or discoloration between glass panes.
- (2) Ensure that windows that are the means of emergency egress from a floor area open without the need of keys, tools, or special knowledge.
- (3) Ensure that windows and doors accessible from the outside have working locks.
- (4) Ensure that door locks to individual housing units, or to shared facilities or rooms associated thereto, function as designed and as prescribed by the manufacturer.
- (5) Refrain from installing wall-to-wall carpeting or replacing existing wall-to-wall carpeting in any dwelling unit, group living unit, or rooming unit, to assist with asthma prevention, allergy control, and mold.
- (6) Change the keys or combination for each positive locking device to individual housing units when occupants change.

E. Ensure light and air to every habitable room by satisfying the following criteria:

- (1) Every habitable room has one (1) window or skylight facing the outdoors, where minimum total window area, measured between stops, shall be one-eighth (1/8) the net floor area of the room, or if the room has only a skylight, where minimum total window area is fifteen (15) percent of the net floor area of the room. Whenever walls or other portions of structures face a window of any such room from the exterior and such light obstruction structures are located less than three (3) feet from the window and extend to a level above that of the ceiling of the room, such a window shall not be deemed to face directly to the outdoors and shall not be included as contributing to the required minimum total window area.
- (2) The director of health may grant an exception for the requirement that each habitable room have one (1) window or skylight, where he or she determines that such room is equipped with a ventilation system which is kept in efficient operation.
- (3) Every habitable room has one (1) window or skylight facing the outdoors, where forty-five (45) percent of the minimum size prescribed in subsection (1) above or such other device as will adequately ventilate the room.

(4) All clothes dryer exhaust must adequately be ventilated to the outdoors except where there is supplied some other device affording adequate ventilation.

F. Supply rubbish disposal facilities or containers, including containers for recyclable materials as required by chapter 15 of the city code, sufficient in number and size for holding rubbish and recycling accumulated between regular collections; arrange for regular collections of rubbish and recycling; provide for the regular disposal of litter in and around the premises; and arrange for proper disposal of bulky waste.

G. Properly install and maintain in in sound condition and good repair all supplied amenities and facilities therein, including but not limited to bathrooms, electrical outlets and fixtures, heat, heated water, kitchens, lighting, and plumbing.

(3) Provide, in the case of a bathroom, all of the following:

- a. A flush water closet.
- b. A lavatory basin.
- c. A bathtub or shower in working condition, free of deterioration and installed and maintained in a manner prescribed by city and state regulations and codes.
- d. Flooring that is reasonably impervious to water, level, and kept in a clean and sanitary state condition.
- e. Such fixture group must be properly connected to an approved sewer system and to an approved hot and cold water running water system under pressure, except that the flush water closet must be connected to an approved sewer system and to an approved cold water running water system under pressure.
- f. The flush water closet, lavatory basin, and bathtub or shower must be installed in the same room, or in an adjacent room, in a configuration and design that affords privacy to a person using said facilities.

(4) Provide, in the case of electrical outlets and fixtures, all the following:

- a. Every habitable room and nonhabitable room used for food preparation shall have at least one (1) floor-or wall-type electrical convenience duplex outlet for each sixty (60) square feet or fraction thereof of total floor area, and in no case fewer than two (2) such duplex outlets per room.
- b. Every water closet compartment, bathroom, kitchen or kitchenette, laundry room, furnace room and public hall shall contain at least one (1) supplied ceiling-or wall-type electric light fixture.
- c. Every bathroom and laundry room shall be provided with at least one (1) electric outlet.

- (5) Provide, in the case of heat, heating units that: heat all habitable rooms, bathrooms, and water closet compartments to a minimum temperature of at least sixty-five (65) degrees Fahrenheit whenever the outer or street temperature falls below fifty (50) degrees Fahrenheit; and are equipped with a control valve or thermostat to allow the occupant to regulate the heat supplied.
- (6) Provide, in the case of a kitchen, or in location that is within three (3) feet of a kitchen and in an adjacent room within the housing unit, all of the following:
- a. A kitchen sink installed, and properly connected to hot and cold running water system under pressure and sewer systems, and maintained in accordance with city and state regulations and codes, and which provides at all times an adequate amount of heated and unheated water under pressure and which has the capacity to handle dish washing.
 - b. Cabinets or shelving for the storage of eating and drinking and cooking equipment and utensils and of food that does not, under ordinary summer conditions, require refrigeration for safekeeping, and a counter for food preparation. Said cabinets and/or shelves and counter shall be adequate for the permissible occupancy of the dwelling unit and shall be of sound construction, furnished with surfaces that are easily cleanable and that will not impart any toxic or deleterious effect to food.
 - c. A stove or equivalent device for cooking food and a refrigerator or equivalent device for the safe storage of food at temperatures less than fifty degrees Fahrenheit (50° F) but more than thirty-two degrees Fahrenheit (32° F) under ordinary summer conditions, which are properly installed with all necessary connections for safe, sanitary and efficient operation. Such stove or equivalent device, or refrigerator or equivalent device, need not be installed where an agreement between the owner and occupant has been executed which so provides, but sufficient space and adequate electrical outlets must nevertheless be provided for the safe and efficient installation and operation of said stove or equivalent device and refrigerator or equivalent device.
 - d. Flooring that is reasonably impervious to water, level, and kept in a clean and sanitary state condition.
- (7) Provide, in the case of lighting, adequate lighting at every exterior entrance, porch, public hall, and stairway so as to provide at least three (3) foot-candles of light at the tread or floor level at all times, provided that for two-unit dwellings, such lighting may be controlled by switches and turned off when not in use; and adequate lighting in any bathroom, kitchen, and other habitable room, provided that

replacement of light bulbs within a housing unit after the first month of occupancy shall be the responsibility of the occupant.

- H. Properly install prior to June 1 of each year and remove by October 31 of each year a properly fitting screen of not less than sixteen (16)-mesh per inch and a self-closing device in good operating condition, for at least one door opening directly from a housing unit to an outdoor space; for any door, window, hatch, or other opening from a basement to any outdoor space; or for a window intended to be used for ventilation.
- I. Exterminate, using a certified applicator as defined in G.S. § 22a-54, to prevent or eliminate an infestation of bed bugs in accordance with G.S. § 47a-7a; exterminate to prevent, reduce, or eliminate infestations throughout a group living dwelling, hotel, or rooming house, or exterminate to prevent, reduce, or eliminate infestations in a dwelling where an infestation is not solely contained or containable within a single dwelling unit or where infestation is caused by failure of the owner to maintain a dwelling in a rodent-proof or reasonably insect-proof condition.
- J. Ensure that every water closet compartment floor surface and bathroom and kitchen floor surface shall be constructed and maintained so as to be reasonably impervious to water and so as to permit such floor to be easily kept in a clean and sanitary condition.
- K. Maintain the housing, including repairing leaky faucets and plumbing and ensuring a watertight building envelope, in such a physical condition so as to prevent the accumulation of moisture and the visible growth of mold; remediate visibly moldy surfaces through measures recommended by the State department of health, including but not limited to installing dehumidifiers, fixing structural problems, using bleach on nonporous surfaces, and replacing porous surfaces such as wallboard that have become moldy; and promptly respond to any notices from an occupant regarding the existence of an accumulation of moisture and visible growth of mold, provided, however, that nothing in this subsection shall be construed to prevent an owner from pursuing legal action against an occupant whose actions caused the accumulation of moisture or visible growth of mold.
- L. Prevent from being removed, shut off, or discontinued any service, facility, equipment, or utility required under this chapter, except for such temporary interruption as may be necessary while actual repairs or alterations are in process or during temporary emergencies when discontinuance of service is approved by the director of health.

M. Allow an occupant to implement energy conservation measures (including but not limited to removable weatherstripping around doors and windows, removable interior storm windows, and insulation wrap around hot water heating tanks), in any dwelling or dwelling unit, but not any group living unit, hotel unit, or rooming unit. Nothing in this section shall be construed to authorize the occupant to make structural changes to a building or otherwise restrict the availability to the tenant of other legal remedies.

N. Ensure compliance of construction, materials, and means of egress, and install and use all equipment, as required by laws dealing with fire protection of the city and the state.

- (1) For smoke detectors required in dwelling units by the State Fire Safety Code and the State Building Code, owners must replace a smoke detector that malfunction for reasons other than the fault of the occupant and must test a smoke detector and replace batteries when an occupant vacates a let unit.
- (2) For smoke detectors required in group living units, hotel units, and rooming units by the State Fire Safety Code and the State Building Code, owners must periodically test a smoke detector and replace batteries.
- (3) No person may remove or render a smoke detector inoperative except for its periodic maintenance or maintenance or repair to the housing or housing unit.
- (4) Each floor of a structure used, any part of which is used, for housing shall have a fire extinguisher in a common area.

O. Maintain vegetation on the premises such that:

- (1) Trees are maintained in a healthy condition pursuant to the zoning regulations and chapter 28 of the code.
- (2) Grass, weeds, or similar growth does not grow more than one (1) foot in height.
- (3) Invasive species do not grow.
- (4) Weeds or other plant which may, in the opinion of the director of health, cause hay fever or similar diseases, do not grow.
- (5) Poison ivy and poison sumac does not grow within twenty-five (25) feet of a street line or within twenty-five (25) of adjoining property, except with the written consent of the owner of such adjoining property.
- (6) Wild and untrimmed bushes do not grow or remain on any land fronting on a public street in the city, or on any interior lot bounded on three (3) or more sides by land fronting on any such street.

P. Address issues related to lead hazards in accordance with the lead statute, including (using terms as defined in such statute and related regulations):

- (1) When a child under the age of 6 resides in a housing unit, abatement of all defective lead-based surfaces, and abatement of all accessible lead-based surfaces shall be abated to a level of six hundredths percent (0.06%) and nonaccessible abated to a level of forty-nine hundredths percent (0.49%).
- (2) When a child under the age of 6 resides in a housing unit and has an elevated blood lead level, abatement to a level of forty-nine hundredths percent (0.49%) of all lead-based chewable surfaces, whether or not that surface is defective, and all lead-based movable parts of windows and surfaces that rub against movable parts of windows.
- (3) When a child under the age of 6 resides in a dwelling unit requiring lead abatement, assessment of interior dust, drinking water, and exterior soil; abatement of soil or sand areas not covered by materials specified in the statute and regulations which are found to contain lead concentrations in excess of 400 parts per million; reduction of lead dust hazards to a safe level; and reduction of lead in drinking water through means approved by the director of health.
- (4) Under no circumstances shall an owner take eviction action to avoid abatement actions described in this section and in the lead statute.

Q. Arrange room dimensions and locations to comply with all of the following:

- (1) At least seventy-five (75) percent of the floor area of every habitable room shall have a ceiling height of at least seven (7) feet eight (8) inches, except for attic rooms which shall each be at least seven (7) feet four (4) inches high in half of its area; and the floor area of that part of any room where the ceiling height is less than five (5) feet shall not be considered as part of the floor area in computing the floor area of the room for the purpose of determining the maximum permissible occupancy thereof.
- (2) No basement space shall be used as a habitable room unless: floor and walls are impervious to leakage of underground and surface runoff water and are insulated against dampness; total window area in each room is equal to at least the minimum window area sizes as required in this section; required minimum window area is located entirely above the grade of the ground adjoining such window area; total of openable window area in each room is equal to at least the minimum as required in this section, except where there is supplied some other device affording adequate ventilation and approved by the director of health; and rooms shall be at least eight (8) feet six (6) inches high in each part from the floor to the ceiling and the ceiling shall be at least four (4) feet six (6) inches above the outside ground level.
- (3) No cellar space shall be used as a habitable room or housing unit.

(4) No housing or housing unit containing two (2) or more sleeping rooms shall have such arrangements that access to a bathroom or water closet compartment, intended for use by occupants of more than one (1) sleeping room, can be had only by going through another sleeping room, nor shall room arrangements be such that access to a sleeping room can be had only by going through another sleeping room or a bathroom or water closet compartment.

R. Maintain in good repair any porch, stoop, stair, or elevator.

S. Report to the police department any known illegal activity taking place within the housing or housing unit.

T. Provide to each occupant over age seventeen (17) a voter registration form, in the form then available by the office of the registrar of voters of the city and the State, at the time such occupant or occupants take possession of a housing unit.

Sec. 18-62. – Occupant's responsibilities.

Every occupant of a housing unit must:

A. Keep in a clean and sanitary condition that part of the housing unit and premises thereof which he or she occupies and controls.

B. Dispose of all rubbish in a clean and sanitary manner and in appropriate containers, separating recyclables from other rubbish in accordance with chapter 15 of the municipal code.

C. Keep all supplied fixtures and facilities therein in a clean and sanitary condition and exercise reasonable care in the proper use and operation thereof.

D. Allow the owner, subject to the terms of a written lease and state law, to access any part of such housing unit or its premises at all reasonable times for the purpose of making such repairs or alterations as are necessary to effect compliance with the provisions of this chapter, with any lawful rule or regulation adopted or any lawful order issued pursuant to the provisions of this chapter.

E. Maintain or replace screens, once properly installed in any one season.

- F. Exterminate any infestation if his or her dwelling unit is the only one infested, provided that such obligation shall not apply to occupants of group living units, hotel units, or rooming units, and further provided that failure to exterminate may be penalized in accordance with article IX of this chapter; notify an owner orally or in writing when he or she knows or reasonably suspects that the housing unit is infested with bed bugs, and cooperate with any inspection and treatment of bed bugs, pursuant to G.S. § 47a-7a; and refrain from moving furniture, clothing, equipment, or personal property if the occupant's housing unit is found to be the subject of an infestation until after the infestation is exterminated.
- G. Use reasonable efforts to maintain the housing unit and any other part of the premises and he or she occupies in such a condition as to prevent accumulation of moisture and the growth of mold, and to promptly notify the owner of any moisture accumulation that occurs or of any visible evidence of mold discovered.
- H. Replace light bulbs within the occupant's housing unit if they are extinguished, after the first month of occupancy, unless an executed lease for the housing unit places responsibility for this task on another party.
- I. Deposit with the owner any key to any locking device, upon termination of the occupant's interest in the housing unit.
- J. Prevent from being removed, shut off, or discontinued any service, facility, equipment, or utility required under this chapter, except for such temporary interruption as may be necessary while actual repairs or alterations are in process or during temporary emergencies when discontinuance of service is approved by the director of health.
- K. Periodically test smoke detectors installed within dwelling units and replace batteries, provided that this obligation does not apply to occupants of group living units, hotel units, and rooming units; and pay if requested by the owner for the replacement of a smoke detector if it malfunctions due to the fault of the applicant.
- L. Ensure that maximum occupancy is maintained at the levels represented in the application and at the maximum level allowed by the building code, the zoning regulations, or any other law, code, or regulation, whichever number is less.

Sec. 18-63 to 18-79. - Reserved.

ARTICLE V. ADDITIONAL REQUIREMENTS FOR DWELLINGS AND DWELLING UNITS

Sec. 18-80. – Certificates of apartment occupancy.

- A. No dwelling unit in a multi-unit dwelling with three (3) or more dwelling units shall be occupied for human habitation after a vacancy until a certificate of apartment occupancy has been issued by the director of licenses and inspections, certifying that such dwelling unit conforms to the requirements of this chapter and G.S. chapter 833a; provided that no provision of this chapter shall be construed to prohibit human occupancy of such apartment during the pendency of an application for such certificate.
- B. No rent, including rent received from short-term rentals, shall be recoverable by the owner or lessor of such dwelling unit for the occupation of any dwelling unit for which a certificate of apartment occupancy has not been obtained prior to the rental thereof.
- C. No certificate of apartment occupancy shall be required for:
 - (1) A dwelling which has been constructed or substantially reconstructed within the ten (10)-year period immediately before the date such certificate of apartment occupancy would otherwise be required.
 - (2) Housing owned by a housing authority organized under the provisions of G.S. chapter 128
 - (3) Housing containing dwelling units created under the Unit Ownership Act of the State of Connecticut wherein seventy-five percent (75%) of such units are in individual ownership other than by the declarant or by any other single owner.

Sec. 18-81. – Application period.

The director of licenses and inspections shall accept applications for certificates of apartment occupancy at any time.

Sec. 18-82. – Application fees.

The fee for an application for a certificate of apartment occupancy shall be seventy-five dollars (\$75) for each dwelling unit for which a certificate of apartment occupancy is sought, provided that no additional fees shall be required where an applicant receives a certificate of apartment occupancy pursuant to section 18-27 of

this code. The director of licenses and inspections shall have the authority to adopt regulations to reduce by up to fifty (50) percent any fees for applications for a certificate of apartment occupancy that undergo a self-certification process as such process may be established by the director.

Sec. 18-83. – Application procedures.

An application for a certificate of apartment occupancy shall consist of an application form, attachments required by the application form, and supplemental materials required by the director of licenses and inspections, provided that no additional application for a certificate of apartment occupancy shall be required where an applicant receives a certificate of apartment occupancy pursuant to section 18-27 of this code as a result of a licensing application. Application procedures for licenses set forth in section 18-23 of this code are hereby incorporated by reference as constituting the application procedures for a certificate of apartment occupancy.

Sec. 18-84. – Application form.

The application form for licenses as set forth in section 18-24 of this code, and the information required to be submitted therefore, are hereby incorporated by reference as constituting the application form for a certificate of apartment occupancy.

Sec. 18-85. – Decision-making on an application.

- A. When an application for a certificate of apartment occupancy pursuant to this chapter is complete, the director of licenses and inspections shall review the application and shall approve, approve with conditions, or deny the application.
- (1) An approval of the application will result in the issuance of a certificate of apartment occupancy.
 - (2) An approval with conditions will result in the issuance of a certificate of apartment occupancy, subject to reasonable conditions that the applicant must satisfy in order to obtain and maintain the certificate of apartment occupancy.
 - (3) A denial will result in no license.
 - (4) The decision-making criteria for an application for licenses as described in section 18-25 of this code, and the information required to be submitted therefore, are hereby incorporated by reference as constituting the decision-making criteria for an application for a certificate of apartment occupancy.

- (5) Notice of decisions shall be provided to applicants.

Sec. 18-86. – Changes to information in application.

The provisions regarding changes to information in an application, as set forth in section 18-26 of this code, and the information required to be submitted therefore, are hereby incorporated by reference with regard to certificates of apartment occupancy.

Sec. 18-87. – Effect of certificate of apartment occupancy.

- A. Upon receipt of the certificate of apartment occupancy, and for the terms and duration and subject to the conditions of the certificate of apartment occupancy, an owner of a dwelling or dwelling units duly licensed by the city may allow the dwelling or dwelling units to be occupied.
- B. A certificate of apartment occupancy provides the right to operate the dwelling or dwelling units as set forth in the application, as amended or supplemented pursuant to section 18-86 of this code.
- C. The issuance of a certificate of apartment occupancy shall not relieve the owner and operator of the responsibility to make general repairs pursuant to chapter 9 of the code, maintain fire protection equipment pursuant to chapter 13 of the code, manage solid waste pursuant to chapter 15 of the code, maintain and preserve historic housing as required by chapter 28 of the code, repair and clear of sidewalks and public ways pursuant to chapter 31 of the code, maintain landscaping (including trees and green infrastructure) pursuant to the zoning regulations and chapter 28 of code, and perform other responsibilities required by any other law, rule, or regulation.

Sec. 18-88. – Transferability of certificate of apartment occupancy.

Certificates of apartment occupancy are transferable upon sale of the dwelling or dwelling unit, to the new owner of the dwelling or dwelling unit.

Sec. 18-89. – Duration of certificate of apartment occupancy.

A certificate of apartment occupancy shall start upon the effective date indicated in the notice of approval of the application, until such date as the dwelling unit shall be vacated, or, in the case of a certificate of apartment occupancy issued with a license pursuant to section 18-27 of this code, until such date indicated to be the expiration date on such certificate.

Sec. 18-90. -- Suspension or revocation of certificates of apartment occupancy.

The provisions regarding the suspension or revocation of certificates of apartment occupancy, as set forth in section 18-30 of this code, and the information required to be submitted therefore, are hereby incorporated by reference as constituting the provisions for suspension or revocation of certificates of apartment occupancy.

Sec. 18-91. -- Space, use, and location.

- A. Each dwelling unit shall contain at least one hundred fifty (150) square feet of floor space for the first occupant thereof and at least one hundred thirty (130) square feet of floor space for every additional occupant, the floor space to be calculated on the basis of total habitable room area.
- B. In each dwelling unit of two (2) or more rooms, each room occupied for sleeping purposes shall contain at least seventy (70) square feet of floor space for the first occupant and at least fifty (50) square feet of floor space for each additional occupant thereof.
- C. Each dwelling unit shall have adequate closet or other storage space for the personal effects of each permissible occupant. If it is lacking, an amount of space equal in square footage to the deficiency shall be subtracted from the area of habitable room space used in determining permissible occupancy.
- D. Each dwelling unit must contain a kitchen and a bathroom.

Sec. 18-92 to 18-99. -- Reserved.

ARTICLE VI. ADDITIONAL REQUIREMENTS FOR GROUP LIVING FACILITIES AND GROUP LIVING UNITS

Sec. 18-100. -- Supervision.

Each group living dwelling shall have a supervisor or supervisors who live on site at all times. The director of health shall promulgate rules and regulations establishing minimum standards of supervision, minimum qualifications of supervisors, registration of supervisors and minimum office and meeting room requirements to ensure the orderly operation of group living facilities.

Sec. 18-101. – Bathrooms.

If group living unit is located within a building primarily operated as a group living dwelling, the group living unit shall have a bathroom.

Sec. 18-102 to 18-119. – Reserved.

ARTICLE VII. ADDITIONAL REQUIREMENT FOR HOTELS AND HOTEL UNITS

Sec. 18-120. – Space, use, and location.

- A. Each hotel unit shall contain at least one hundred fifty (150) square feet of floor space.
- B. Each hotel unit must have at least two (2) approved remote means of egress, both of which lead to safe and open space at ground level (as required by the laws of the State and this city), except that windows shall not be considered means of egress.

Sec. 18-121. – Bathrooms.

Each hotel unit shall have at least one (1) bathroom.

Sec. 18-122. – Cooking.

- A. Cooking in a hotel unit shall be prohibited except in those hotels operating as residential hotels, which include kitchens.
- B. Communal cooking and dining facilities shall be prohibited in a hotel, except as approved by the director of health in writing.

Sec. 18-123. – Other requirements.

- A. The owner or operator shall ensure that doors to hotel units from outdoor areas, common areas, hallways, and lobbies shall have operating locks to ensure privacy.
- B. The owner or operator must provide clean linens and towels upon letting any hotel unit to a guest and at least once each week. The owner and operator shall maintain supplied bedding in a clean and sanitary manner.

Sec. 18-124 to 18-139. – Reserved.

**ARTICLE VIII. ADDITIONAL REQUIREMENTS FOR ROOMING HOUSES
AND ROOMING UNITS**

Sec. 18-140. – Space, use, and location.

- A. Each rooming unit shall contain at least seventy (70) square feet of floor space for one (1) occupant using the rooming unit for sleeping purposes, and at least fifty (50) additional square feet of floor space per additional occupant using the rooming unit for sleeping purposes, exclusive of wardrobe and closet space.
- B. Each rooming unit must have at least two (2) approved remote means of egress, both of which lead to safe and open space at ground level (as required by the laws of the State and this city), except that windows shall not be considered means of egress.
- C. No rooming unit shall be located in any accessory structure. No accessory structure shall be used as a rooming house.

Sec. 18-141. – Bathrooms.

In every rooming house, there shall be at least one toilet, one sink and one shower or bathtub for each two (2) rooming units shown on the plans submitted with the application for the rooming house license as well as the square footage as determined by an inspection performed by the director of licenses and inspections or for each five (5) occupants, whichever requirement provides more bath facilities per occupant. All such facilities shall be so located within the rooming house as to be reasonably accessible from a common hall or passageway to all of the persons sharing such facilities and shall be on the same floor as the rooming units which such facilities serve.

Sec. 18-142. – Cooking.

- A. Cooking in a rooming unit shall be prohibited.
- B. Communal cooking and dining facilities shall be prohibited in a rooming house, except as approved by the director of health in writing.

Sec. 18-143. – Other requirements.

- A. The owner or operator shall ensure that doors to rooming units from outdoor areas, common areas, hallways, and lobbies shall have operating locks to ensure privacy.
- B. The owner or operator must provide clean linens and towels upon letting any rooming unit to a guest and at least once each week. The owner and operator shall maintain supplied bedding in a clean and sanitary manner.
- C. The person who obtains a license for a rooming house shall reside in the rooming house. No license or license renewal for a rooming house shall be issued when neither an owner nor operator is a bona fide resident of the property.
- D. The owner must display a copy of any city license in a conspicuous place within the common areas of the housing, and the floor plan must be displayed in a central common area, in a conspicuous place, on the main floor of the rooming house, together with a notice that violations of this article may be reported anonymously by calling 311.
- E. The licensee of every such rooming house must keep in the office, or other place on the premises, a register in which shall be entered the name and permanent residence, if any, of every person who becomes an occupant thereof. Such register shall also show the number or location of the room or bed occupied by such person, with dates of arrival, and departure. The register shall also be accessible, without charge, to any duly authorized agent of the department of development services.
- F. Each rooming house shall have a doorbell at the principal entrance for the rooming house, which rings in a common area and is audible within the rooming units. Each rooming unit shall have a doorbell.

Sec. 18-144 to 18-159. – Reserved.

ARTICLE IX. VIOLATIONS, REMEDIAL ACTION, AND PENALTIES

Sec. 18-160. – Notice of violation.

- A. Whenever the director of licenses and inspections determines that there are reasonable grounds to believe that there has been a violation of any provision

of this chapter or any rule or regulation adopted pursuant thereto, before issuing any citation, such director shall give notice of such alleged violation to the person responsible therefor, provided that no notice shall be required in the case of emergency action as provided in section 18-162 of this code.

B. Such notice of violation shall:

- (1) Be put in writing.
- (2) Include a statement of the reasons why it is being issued, including appropriate code citation.
- (3) Allow a reasonable time, not fewer than twenty-one (21) days and not more than sixty (60) days, for the correction of any alleged violation, except that in the case of a condition, which in the judgment of the director of licenses and inspections is or in its effect is dangerous or detrimental to life or health, the date specified shall be not more than five (5) days from the date of the mailing of such notice.
- (4) Be served upon the owner or the occupant, as the case may require; provided, that such notice shall be deemed to be properly served upon such owner or upon such occupant, if a copy thereof is served upon him or her personally; or if a copy thereof is sent by registered mail to his or her last known address; or if a copy thereof is posted in a conspicuous place in or about the housing or housing unit affected by the notice; or if he or she is served with such notice by any other method authorized or required by the laws of this state.
- (5) State that unless violations cited are corrected within the time period offered, the division of licenses and inspection will issue a citation imposing fines, penalties, costs, and fees dues and the license or certificate of occupancy may be denied, suspended, or revoked.

C. Such notice of violation may contain an outline of remedial action that, if taken, will effect compliance with the provisions of this chapter and with rules and regulations adopted pursuant thereto.

Sec. 18-161. – Citation.

A. If any violation documented in any notice of violation is not remedied within the specified time period, the owner shall be issued a citation.

B. Such citation shall:

- (1) Be put in writing.
- (2) Include a statement of the reasons why it is being issued, including appropriate code citation.
- (3) Be served upon the owner or the occupant, as the case may require; provided, that such citation shall be deemed to be properly served upon

such owner or upon such occupant, if a copy thereof is served upon him or her personally; or if a copy thereof is sent by registered mail to his or her last known address; or if a copy thereof is posted in a conspicuous place in or about the housing or housing unit affected by the notice; or if he or she is served with such notice by any other method authorized or required by the laws of this state.

- (4) State the fines, penalties, costs, or fees due.
- (5) State that the recipient may contest his or her liability before a hearing officer in person or by mailed written notice within ten (10) days of the date thereof, and that if he or she does not demand such a hearing, an assessment and judgment shall be entered against him or her, and that such judgment may issue without further notice.

- C. The owner shall be presumed to shall bear primary responsibility for violations of this chapter that arise from obligations of the owner; however, operators or occupants may be jointly or severally liable depending on the factual circumstances.

Sec. 18-162. – Emergency actions.

- A. Notwithstanding any other provisions of this chapter, whenever the director of licenses and inspections or director of health finds that an emergency exists which requires immediate action to protect the public health or safety, he or she may, without notice or hearing, issue an order reciting the existence of such an emergency and requiring that such action be taken as he or she deems necessary to meet the emergency, and such order shall be effective immediately.
- B. Any person to whom such order is directed shall comply therewith immediately but, upon petition to the director of licenses and inspections or director of health, as applicable, shall be afforded a hearing as soon as possible, in accordance with article X of this chapter.

Sec. 18-163. – Post-notice procedures.

- A. The director of licenses and inspections may, in his or her discretion, postpone the last day by which a violation shall be corrected upon a showing by the owner or other responsible person that he or she has begun to correct the violation, but that full correction of the violation cannot be completed within the time provided because of technical difficulties, inability to obtain necessary materials or labor, or inability to gain access to the dwelling unit wherein the violation exists, provided that such postponement shall not exceed sixty (60) days from the date by which corrections would be made

pursuant to the original notice, unless the affected party seeks an additional extension pursuant to article X of this chapter.

- B. When the violation has been corrected, the responsible party shall promptly, but not later than two (2) weeks after such correction, report to the director of licenses and inspections in writing, indicating the date when each violation was corrected. It shall be presumed that the violation was corrected on the date so indicated, unless a subsequent inspection by the director of licenses and inspections reveals the existence of the condition giving rise to the earlier notice of violation.
- C. If the person who is sent notice pursuant to section 18-160 wishes to admit liability for any alleged violation, he may, without requesting a hearing, pay the full amount of the fines, penalties, costs, or fees admitted to in person or by mail to the city.
- D. Any person who does not deliver or mail written demand for a hearing within ten (10) days of the date of the first notice of violation shall be deemed to have admitted liability, and the corporation counsel shall certify such person's failure to respond.

Sec. 18-164. - Penalties and costs.

- A. Any penalties imposed by, and costs incurred by, the city pursuant to this chapter shall be due and payable to the city the business day after any appeals period has expired.
- B. Any person or entity who shall violate any provision of this chapter, or any provision of any rule or regulation adopted by any city agency or department pursuant to authority granted in this chapter, or shall fail to correct any violation prior to the date set forth in the notice of violation shall be subject to a civil penalty of up to one hundred dollars (\$100) per day for each violation from the date of the citation to the date such violation is corrected, and to the extent required by G.S. § 47a-59 the total penalty shall not exceed seven thousand five hundred dollars (\$7,500) per violation.
- C. Any person or entity who shall violate any provision of this chapter, or any provision of any rule or regulation adopted by any city agency or department pursuant to authority granted in this chapter, or shall fail to correct any violation prior to the date set forth in the notice of violation shall be subject to imprisonment of up to thirty (30) days, if convicted.

- D. Any nonresident owner that does not file a true and accurate residential address shall be fined a civil penalty of two hundred fifty dollars (\$250) for the first violation and one thousand dollars (\$1,000) for any subsequent violation.
- E. Any person or entity who recovers rent for the occupation of any dwelling unit for which a certificate of apartment occupancy has not been obtained prior to the rental thereof shall be liable for a civil penalty of twenty dollars (\$20) per day for not more than two hundred (200) days for such period of unlawful occupation.
- F. The director of licenses and inspections shall maintain a current record of all properties with respect to which such penalty remains unpaid in the office of such agency. Such record shall be available for inspection by the public.
- G. The city shall recover from the responsible party all expenses, including legal and administrative charges and charges by third party consultants, incurred by the city as a result of any inspection, abatement, or enforcement action.
- H. When the department of health certifies that any rented dwelling or dwelling unit is unfit for human habitation, by reason of defects which may cause sickness or endanger the health of the occupants, the department may issue an order requiring the rented dwelling or dwelling unit, or any portion thereof, to be vacated within not less than twenty-four (24) hours or more than ten (10) days. Any person who violates or assists in violating, or fails to comply with, any provision of this section or any legal order of a department of health made under any such provision shall be guilty of a class C misdemeanor.

Sec. 18-165. – Remedial actions.

In the event of the failure of any person to perform remedial action to correct a violation or comply with any other order, the director of licenses and inspections or director of health may cause compliance therewith, and the expense of the compliance may be collected as a debt against such person, and the city may place a lien on the property in accordance with section 18-166 of this code.

Sec. 18-166. – Judicial actions.

- A. Whenever any person violates or threatens to violate any provision of this chapter or any provision of any rule or regulation adopted by a city department or agency pursuant to authority granted by this chapter or any order of the director of health, the city is authorized to institute before any

court having jurisdiction a civil action praying for an injunction restraining any such person from committing such violation.

- B. The city may bring an action in superior court for the recovery of penalties, together with costs and disbursements.
- C. In any judicial action, the city shall seek to recover from the responsible party all expenses, including legal and administrative charges and charges by third party consultants, incurred by the city as a result of any inspection, abatement, or enforcement action.
- D. Notwithstanding anything to the contrary in this chapter, the city shall be entitled to pursue the maximum fines available to it pursuant to state law.
- E. The city may pursue any other legal remedy available to it at law or in equity.
- F. The city, including among other officials the director of licenses and inspections and the director of health, is authorized to submit information to the office of the state attorney to aid in prosecutions of violations of this chapter.

Sec. 18-167. - Liens.

- A. The city shall have authority to file a lien on the land records for such costs incurred in review of applications, inspections, enforcement, or the execution of remedial action pursuant to this chapter, and for any penalty imposed pursuant to this chapter, and remaining unpaid for a period of sixty (60) days after its due date, upon the real property against which the costs were incurred or the penalty was imposed.
- B. Prior to filing such lien, the director of licenses and inspections must:
 - (1) In the case of costs incurred, record on the land records a certificate subscribed and sworn to by the director of licenses and inspections giving the address of the housing or housing unit, identifying the record owner of the housing or housing unit, the amount claimed as a lien, and the date of commencement of the activities undertaken; and stating that the amount is justly due and that the expenses have been incurred in pursuance of review of applications, inspections, enforcement, or the execution of remedial action pursuant to this chapter. Such certificate shall be filed at any time during the activities giving rise to the cost or within four (4) months after the completion of the activities giving rise to the cost.

- (2) In the case of a penalty imposed pursuant to a violation, record on the land records a notice of violation and index such violation in the name of the property owner no later than thirty (30) days after the penalty was imposed.
- C. Each such lien shall be effective from the time of the recording on the land records.
- D. Each such lien shall take precedence over all transfers and encumbrances recorded after such time, and all other liens and encumbrances, except taxes and assessments, recorded previously to the existence of such lien.
- E. Unless proceedings to discharge such lien are taken by the party against whom or whose real property a lien is claimed, the filing shall, as to all persons having actual notice, become conclusive evidence that the amount claimed in the notice of lien with interest is due and is a just lien upon the premises.
- F. Any lien pursuant to this section may be foreclosed in the same manner as a mortgage.
- G. Any lien pursuant to this section may be discharged or dissolved in the manner provided in G.S. §§ 49-35a to 49-37, inclusive.
- H. The recovery or repayment of any penalties or costs incurred pursuant to this chapter may be obtained by the city by collecting rents directly from any tenants of the dwelling involved, or by a suit against the owner of the dwelling, or both, pursuant to procedures contained in G.S. chapter 833a.

Sec. 18-168. - Condemnation.

- A. The director of licenses and inspections or director of health may condemn as unfit for human habitation any housing or housing unit he or she may deem to be so damaged, decayed, dilapidated, insanitary, unsafe, or vermin-infested that it creates a serious hazard to the health or safety of the occupants or the public.
- B. Any housing or housing unit condemned as unfit for human habitation and so designated and placarded shall be vacated within a reasonable time as ordered by the enforcing officer.

- C. No housing or housing unit which has been condemned and placarded as unfit for human habitation shall again be used for human habitation until written approval is secured from, and such placard is removed by, the condemning authority.
- D. The condemning authority shall remove such placard whenever the defect upon which the condemnation and placarding action was based has been eliminated.
- E. No person shall deface or remove the placard from any housing or housing unit which has been condemned as unfit for human habitation and placarded as such, except as provided in paragraph D.
- F. Where no corrective action is taken by the owner, operator, or occupant of a housing or housing unit designated as unfit for human occupancy within six (6) months following the date of the placarding action and when no hearing is pending, the director of licenses and inspections shall seek judicial remedies and may consider pursuing an order that the structure in violation to be demolished as soon as practicable, provided that reasonable notice is given to said owner, operator, or occupant within a reasonable time prior to said demolition.
- G. Nothing herein contained shall be interpreted as precluding any private right of action of any person against an owner, operator, or occupant of the placarded structure.

Sec. 18-169. – Special consideration.

Notwithstanding anything herein to the contrary, special consideration may be given to individuals who are elderly or disabled and who demonstrate that the violation results from an inability to maintain a housing unit and no person with that ability resides therein, and to property owners who are in financial distress and demonstrate an inability to pay the costs of remedying any violation issued pursuant to this chapter. Such special consideration shall be limited to the reduction or elimination of fines, or an agreement that the city or its agents may perform the necessary work and place a lien against the premises for the cost thereof in accordance with the provisions of this code.

Sec. 18-170 to 18-179. – Reserved.

ARTICLE X. APPEALS

Sec. 18-180. – Right to appeal.

- A. Any person adversely affected by any order which has been issued in connection with the enforcement of any provisions of this chapter may request and, upon payment of a ten dollar (\$10.00) fee to the city, shall be granted a hearing on the matter before the hearing officer established under section 1-5 of the code, provided that such person, within ten (10) days of the date of service of the order, shall file in the office of the director of licenses and inspections a written petition containing a request for such hearing and setting forth a brief and concise statement of the error alleged to be contained in the order. The person filing such a petition shall be called the petitioner.
- B. Appeals of a suspension (including a request for an extension of such suspension, rather than revocation) may be filed in accordance with article X of this chapter, provided, however, that any suspended license shall be deemed to be automatically revoked if a request for hearing is not filed in the office of the director of licenses and inspections within twenty (20) days after notice of suspension is served.
- C. This article shall not apply to any person who is assessed a civil penalty pursuant to section 18-164(d) of this code, or to any person aggrieved by the denial of a certificate of apartment occupancy, which are appealable to the superior court in accordance with state law.
- D. This article shall not apply to any appeal from an order of the director of health pursuant to section 18-164(h) of this code, which is appealable to the State director of health in accordance with state law.

Sec. 18-181. – Effect of appeal.

The filing of an appeal shall not automatically stay operation of the order.

Sec. 18-182. – Appeal procedures.

A. Timing

- (1) If a petitioner is appealing an order related to an emergency action pursuant to section 18-162 of this code, or is requesting a stay pursuant to section 18-185 of this code, the hearing officer shall hold a hearing as soon as possible, but whenever possible no later than ten (10) days from the filing of the petition.
- (2) For all hearings other than those requested pursuant to subsection (1), the hearing officer shall hold a hearing not less than fifteen (15) days nor more than thirty (30) days from the date of mailing of the notice.

- (3) Upon application of the petitioner, said hearing officer may postpone the date of the hearing for a reasonable time if, in his or her judgment, the petitioner submitted a good and sufficient reason for such postponement; but in no event shall said hearing be postponed longer than sixty (60) additional days.
- B. Any person who requests a hearing pursuant to this article shall be given written notice of the date, time, and place for the hearing.
- C. At such hearing the petitioner shall be given an opportunity to be heard and to show why such order shall be modified, extended, or withdrawn, or a waiver granted.
- D. The petitioner shall have the right to be represented by counsel, to cross-examine and to call witnesses, and to introduce evidence on his own behalf.
- E. The corporation counsel or his designee shall represent the city and shall cross-examine and call witnesses, and introduce evidence on behalf of the city. The presence of the issuing official shall be required at the hearing if the petitioner so requests.
- F. The rules regarding the admissibility of evidence shall not be strictly applied, but all testimony shall be given under oath or affirmation.

Sec. 18-183. - Decisions in appeals.

- A. The hearing officer shall announce his or her decision at the end of the hearing.
- B. If the hearing officer determines that the petitioner is not liable for the violation, the order shall be withdrawn, and the ten dollar (\$10) fee shall be returned to the petitioner.
- C. If the hearing officer determines that the petitioner is liable for the violation, the order shall be sustained, and the hearing officer shall forthwith enter and assess the fines, penalties, costs, or fees against such person as provided by this chapter.
- D. The hearing officer may grant an extension or waiver in accordance with the conditions set forth in section 18-185 of this code.

- E. If the petitioner fails to appear, the hearing officer may enter an assessment by default against him or her upon a finding of proper notice and liability under the applicable statutes or ordinances.

Sec. 18-184. - Extension or waiver.

- A. Extension. The time for performance of any act required by the order may be extended for not more than eighteen (18) months subject to appropriate conditions and provided that the hearing officer makes specific findings of fact based on evidence relating to the following factors:
- (2) That there are practical difficulties or unnecessary hardships in the way of carrying out the strict letter of any provisions of this title; and
 - (3) That such extension is in harmony with the general purpose and intent of this title in securing the public health, safety and general welfare.
- B. Waiver. A waiver (including partial waiver) may be granted in a specific case and from a specific provision of this chapter subject to appropriate conditions and provided that the hearing officer makes specific findings of fact based on evidence relating to the following factors:
- (1) That there are practical difficulties or unnecessary hardships in the way of carrying out the strict letter of the provision;
 - (2) That the effect of the application of the provisions would be arbitrary in the specific case;
 - (3) That an extension would not constitute an appropriate remedy for these practical difficulties or unnecessary hardships and this arbitrary effect; and
 - (4) That such waiver is in harmony with the general purpose and intent of this title in securing the public health, safety and general welfare.

Sec. 18-185. - Request to stay during appeal.

- A. A party filing the petition, within the time allowed for such filing, may make written request of the director of licenses and inspections for a stay of operation of the order pending the hearing by the hearing officer.
- B. Such request shall set forth a brief and concise statement of the reasons for which good cause for a stay of the operation of the order shall be had.
- C. Upon receipt of such petition, the director of licenses and inspections shall request that the hearing officer set a time and place for a hearing.

Sec. 18-186. - Record of hearings.

The proceedings at any hearing conducted pursuant to this section, including the findings and decision of the hearing officer and a copy of notices and orders issued in connection with the matter, shall be summarized, reduced to writing, and entered as a matter of public record in the office of the hearing officer or the director of licenses and inspections .

Sec. 18-187 to 18-199. – Reserved.

INTRODUCTION BY:
Majority Leader, James Sanchez

Court of Common Council
City of Hartford, April 22, 2019

WHEREAS: The Connecticut Resources Recovery Authority, renamed the Materials Innovation and Recycling Authority ("MIRA") in 2014, has systematically disadvantaged the City of Hartford by economic discrimination and the operation of the facility in the South Meadows risking the health and safety of Hartford's citizens;

RESOLVED, That the Hartford Court of Common Council opposes any continued operation, refurbishment or redevelopment of a trash incineration facility or other activity by MIRA in Hartford's South Meadows; and

RESOLVED, That MIRA must immediately restore the annual host payment to the City of Hartford to not less than Four Million Dollars (\$4,000,000.00); and

RESOLVED, That the City of Hartford shall receive monetary credit from MIRA on a current basis for the amount of the costs to MIRA of the operation of transfer stations and transportation of municipal solid waste to the MIRA facility in Hartford, which costs are avoided by the direct delivery of Hartford's solid waste to the facility.

TOWN & CITY CLERK
2019 APR 17 AM 10:22
John G. [Signature]



Luke A. Bronin
Mayor

ITEM# 39 ON AGENDA

June 24, 2019

Honorable Glendowlyn L.H. Thames, Council President, and
Members of the Court of Common Council
City of Hartford
550 Main Street
Hartford, CT 06103

RE: Appointment to the Hartford Golf Course Oversight Commission

Dear Council President Thames,

Attached for your consideration is a resolution confirming the appointments of Albert Gary and Juan Rivera to the Hartford Golf Course Oversight Commission

The purpose of the Commission is to ensure that the operations pertaining to the City of Hartford's care, maintenance and capital improvements of the municipal golf courses meet the expectation of the constituents and patrons of both Keney Park and Goodwin Park golf courses.

Mr. Gary is a construction project manager with over twenty years of development experience across multiple sectors. He has a masters degree in landscape architecture from the University of Massachusetts.

Mr. Rivera has been with Hartford Distributors for almost eighteen years. Currently he serves as a sales supervisor for the Northeast Region.

Their resumes are attached for your review. Thank you for your consideration.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Luke A. Bronin", is written over a horizontal line.

Luke A. Bronin
Mayor

550 Main Street
Hartford, Connecticut 06103
Telephone (860) 757-9500
Facsimile (860) 722-6606

ALBERT E. GARY

189 KENYON STREET
HARTFORD, CT 06105

(860) 523-7437 home - (860) 978-5432 cell - (860) 523-8381 fax
aegdesign@aol.com

resume

resume

SUMMARY OF SKILLS

- * Project Management
- * Project Scheduling
- * Architectural Designer
- * Programming/Planning
- * Budget Development
- * Computer Proficient
- * Design Coordination
- * Contract Negotiation
- * Project Proforma Prep

CAREER ACHIEVEMENTS

- * Owned and operated a real estate development and construction company for eighteen years. Developed projects totaling approximately \$55M of residential, commercial, light industrial and institution construction, both new and rehabilitation.
- * Programmed, planned and designed major complex urban projects of various uses including Harbor Park Middletown, Caribbean resort facility, horse race track facility, Jai Alai Fronton.
- * Worked closely with private and public lending institutions in developing over 150 home ownership opportunities in the Hartford area.
- * Supervised the construction of an enclosed \$12M pedestrian bridge in downtown Hartford, CT.
- * Participated in the writing of City Master Plans and Zoning Regulations.

EMPLOYMENT

- 2013 to present **Construction/Project Manager, Consulting**, Program, design and manage the construction of special projects, residential, commercial, and institutional. Construction Consultant HEDCO, Inc.
- 1998 to present **TORAAL Development, Principal**, Real Estate Development contributing to project programming, planning, design coordination, project management, construction management, business development.
- 2005 to 2007 **Housing Authority New Haven, Senior Architect**, responsible for project planning/programming new construction and modernization (\$25M), coordination of A&E and contractors, wrote/review specifications and bid documents, prepared budgets, schedules, managed projects, performed various potential housing site evaluations.
- 2000 to 2004 **Waterford Development, LLC, Hartford CT, Project Manager**, Adriaen's Landing responsible for City Departments relocation, Times Building and CNG office demolition (\$15M), site preparation, utility relocation (\$20M), Travelers garage emergency generator location (\$5M), roadway layout, neighborhood stakeholder liaison, coordination of A&E services including site and garage design, major physical plant systems, construction photo history and a variety of special projects.
- 1981 to 2000 **AEG Design/Build, Inc., Hartford, CT, President** of real estate development and construction company focusing on the development of urban housing. General contractor, construction manager of residential, commercial, light industrial and institutional projects (\$55M).
- 1979 to 1981 **FIP Corporation, Farmington, CT, Design Coordinator**, responsible for the programming, planning and developing facility space needs studies; selecting and supervising the project design team and monitoring construction of major commercial projects (\$100M).
- 1975 to 1979 **Yale University School of Medicine, New Haven, CT, Assistant Director of Facilities Planning**, responsible for construction projects including renovation of research laboratories, class rooms, offices, library (\$50M); developed and managed annual \$5 million alterations budget.
- 1973 to 1975 **CE Maguire, Inc., New Britain, CT, Senior Planner**, responsible for site planning, urban design, land arch. components of international projects, member of company business development team.
- 1972 to 1973 **US Dept. of Housing and Urban Development, Hartford, CT, Community Development Representative**, managed the federal project funding of five Connecticut cities (\$30M yearly).
- 1969 to 1972 **James P. Purcell Associates, Hartford, CT, Senior Planner**, performed independent assignments on a variety of city planning and community urban design projects.
- 1963 to 1969 **Springfield Planning Department, Springfield, MA, City Planner**, Model Cities, neighborhood planning, traffic studies.

AFFILIATIONS

Bushnell Park Foundation, former Board Member, Business for Downtown Hartford, former Board Member, Leadership of Greater Hartford, graduate, Connecticut Siting Council, former Council Member

EDUCATION

South Carolina State College, Orangeburg, SC, Civil Engineering
University of Massachusetts, Amherst, MA, Landscape Architecture

Juan Rivera

15 Chapman Street Hartford, CT 06114
(860) 268-2445(cell) mriviera31@snet.net (Email)

PROFESSIONAL PROFILE

To obtain an increasingly responsible position, where proven skills in decision making, leadership, communication, collaboration, and teamwork will be fully utilized.

Key Competencies

- Coaching/Development
- Professional Presentations
- Customer Assessment
- Work Force Management
- Policy and Procedures
- Customer Escalation
- Records Management
- Problem Solving/Negotiation
- Account Management

PROFESSIONAL EXPERIENCE

Hartford Distributors, Inc
Sales Supervisor

Jan 2001-Present

- Develop quarterly and annual strategic business plan for achieving budgeted sales figures for defined region area.
- Develop promotional strategy for regional area in conjunction with marketing and tour departments for on- and off-premise events and promotions.
- Recommend and implement sales strategies for improvement based on market research and competitor analyses.
- Benchmark business data and sales trends for key accounts and provide monthly recommendations to Area Sales Director to aid in execution of the strategic business plan.
- Build sustainable partnership at all distributors and key accounts by emphasizing Hartford Distributors brand and product value along with the support staff of the home office.
- Design in-depth performance analysis reporting, focusing on individual and team production, area's of opportunity, training needs, quality and other key measurement indicators supporting immediate and long term organizational improvements and growth.
- Maintain excellent working relationships with Market Representatives, Area Sales Directors. Collaborate with other Sales Managers for cognition of best sales practices that support the Hartford Distributors business model.
- Must be able to maintain business-like behavior during and after the consumption of alcohol during social events.
- Deliver sales, distribution and merchandising goals at all accounts as needed.
- Perform other duties as assigned.

**Hartford Distributors Inc.,
Sales Representative**

- Work with each wholesaler on a weekly basis concentrating on
 - o Increased package distribution off and on Premise
 - o Increase draft presence in each marketplace.
- Execute and develop a promotional calendar geared towards building sales and distribution.
- Develop key customers in each territory and attain a proprietary relationship with said retailers to gain sales and distribution.
- Plan and execute promotion events with key retailers that may occur any day of the week.
- Keep a weekly/bi weekly planner of goals and account calls within each wholesale territory.
- Forecast seasonal brand execution and track results.
- Completely understand and embrace the Budweiser brands and culture and deliver our mission to the wholesale and retail customer.

**Country Distributors, Inc
Waybest foods,
Sales Representative**

Feb 2000 – Jan 2001

- Call on Accounts on daily basis; selling Beef, Pork, Chicken, and Deli products.
- Work with Microsoft Excel and Entrée programs on a daily basis. Using Entrée to establish inventory controls that in turn, enable us to have the right product for the customer at the point of sale.

**Los Cubanitos and Washington Market
Self Employed – Proprietor,**

**Mar 1988 - Feb 2000
Sold – Jan 2001**

- Corner Convenience store - Sold Can good, fresh made fast foods, over the counter medical supplies, miscellaneous items.

Education: Hartford Public High School
Graduated in 1976

Personal: Age 60; Married, 3 Children, excellent health

References: Available upon request

INTRODUCED BY:
Luke A. Bronin, Mayor

COURT OF COMMON COUNCIL
City of Hartford, June 24, 2019

WHEREAS, The Hartford Golf Course Oversight Commission works to ensure Keney Park and Goodwin Park golf courses are maintained properly, cared for annually, and capital improvement projects are reviewed carefully to ensure they meet the highest standards of Hartford residents and patrons, and

WHEREAS, The Commission is composed of nine members, who shall be appointed by the Mayor and confirmed as members by the Court of Common Council, and

WHEREAS, Members of the Commission must be Hartford residents who shall serve for a term of four years, and

WHEREAS, The Mayor has appointed Albert Gary and Juan Rivera to the Hartford Golf Course Oversight Commission; now therefore be it,

RESOLVED, That the Court of Common Council hereby confirms the following appointments:

Albert Gary (D) -- to replace James Boyle
189 Kenyon Street, Hartford CT 06105
For a term expiring June 24, 2023

Juan Rivera (D) -- to replace John Heslin
15 Chapman Street, Hartford CT 06114
For a term expiring June 24, 2023



ITEM# 40 ON AGENDA

Luke A. Bronin
Mayor

June 24, 2019

Honorable Glendowlyn L.H. Thames, Council President, and
Members of the Court of Common Council
City of Hartford
550 Main Street
Hartford, CT 06103

Re: Appointment to the LGBTQ+ Commission

Dear Council President Thames,

Attached for your consideration is a resolution confirming the appointment of Natasha Lombardi to the LGBTQ+ Commission.

The purpose of the Commission is to assist in the elimination of bigotry, discrimination and prejudice against individuals of the lesbian, gay, bisexual, transgender, and questioning community in the city of Hartford. The Commission may do so by making recommendations to the Council on policies, services, goals, and administration and their impact on the LGBTQ+ community as well as holding public forums, providing and gathering information, and serving as a clearinghouse for information and resources.

Ms. Lombardi is President of Connecticut TransAdvocacy Coalition in Hartford. She has a master's degree in social work from Fordham University and received her LMSW certification from the State of Connecticut Department of Public Health.

I am pleased to appoint Ms. Lombardi to this important commission. Her resume is attached for your review. Thank you for your consideration.

Respectfully submitted,

A handwritten signature in dark ink, appearing to read "Luke A. Bronin", is written over a horizontal line.

Luke A. Bronin
Mayor

550 Main Street
Hartford, Connecticut 06103
Telephone (860) 757-9500
Facsimile (860) 722-6606

NATASHA ROSE LOMBARDI, LMSW

461 Washington Street, Apt. 205
Hartford, CT 06106

nrlombardimsw@comcast.net
(860) 466-0296

WORK EXPERIENCE

Connecticut TransAdvocacy Coalition, Hartford, CT 2013 to Present
President, Board of Directors and Intern

- Partner with city and legislature to add LGBT to state's hate crimes bill
- Organizer of Health and Law Conference at UConn Health Center

St. Francis Hospital Behavioral Health, Hartford, CT 2014 to 2015
Intern

- Facilitated clinical groups in Child and Adolescent Psychiatric Services
- Performed client BioPsychoSocial and suicidal risk assessments

Hartford Behavioral Health, Hartford, CT 2012 to 2013
Intern

- Observed groups and intakes as part of education
- Proofread and edited agency's policy manual
- Created a six-week evidence-based program for smoking cessation

City of Hartford Commission on LGBT Issues, Hartford, CT 2006 to 2012
Vice Chairperson

- Helped pass laws to eliminate bigotry and discrimination against LGBT community
- Participated in study of the conditions and needs of LGBT persons
- Provided information to city council and mayor about commission activities

EDUCATION AND TRAINING

PESI, INC, Rocky Hill, CT 2017
2-Day Dialectic Behavior Therapy (DBT) Certificate Course

State of CT Dept of Public Health, Hartford, CT 2018
Licensed Social Worker (LMSW)

Fordham University, New York, NY 2016
Master of Science, Social Work

University of Saint Joseph, West Hartford, CT 2013
Bachelor of Science, Social Work

Capital Community College, Hartford, CT 2011
Associate of Science, Human Services

INTRODUCED BY:
Luke A. Bronin, Mayor

COURT OF COMMON COUNCIL
City of Hartford, June 24, 2019

WHEREAS, The LGBTQ+ Commission assists in the elimination of bigotry, discrimination and prejudice against individuals who are lesbian, gay, bisexual, transgender, queer, and/or questioning, and

WHEREAS, The Commission is composed of fifteen members, who shall be appointed by the Mayor and confirmed as members by the Court of Common Council, for a term of three years, and

WHEREAS, The Mayor has appointed Natasha Lombardi to the LGBTQ+ Commission; now therefore be it,

RESOLVED, That the Court of Common Council hereby confirms the following appointment:

Natasha Lombardi (D) – Replacing Garith Fulham
461 Washington Street, Apt #205 Hartford, CT 06106
For a term expiring June 24, 2022



Luke A. Bronin
Mayor

ITEM# 41 ON AGENDA

June 24, 2019

Honorable Glendowlyn L.H. Thames, Council President, and
Members of the Court of Common Council
City of Hartford
550 Main Street
Hartford, CT 06103

RE: Appointment to the Civilian Police Review Board

Dear Council President Thames,

Attached for your consideration is a resolution confirming the appointment of Andrea Hartman to the Civilian Police Review Board (CPRB).

The CPRB was established to hear public complaints against members of the Hartford Police Department. The Board has the authority to investigate allegations of police misconduct through independent investigators, to review Police Internal Affairs reports and conclusion to determine if they are complete, accurate, and factually supported, and to make recommendations to the Police chief and the Mayor. The CPRB is composed of nine members and two alternates.

Ms. Hartman currently works as an investor in Hartford and has a master's degree in business administration from The University of North Carolina.

I am confident that Ms. Hartman will be an effective member of the CPRB. Her resume is attached for your review. Thank you for your consideration.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Luke A. Bronin", is written over a horizontal line.

Luke A. Bronin
Mayor

550 Main Street
Hartford, Connecticut 06103
Telephone (860) 757-9500
Facsimile (860) 722-6606

ANDREA L. HARTMAN

(617) 840-3719 • andielhartman@gmail.com
www.linkedin.com/in/alhartman

SUMMARY

Cross-functional team leader with over 10 years of successful delivery of complex, strategically-impactful projects at both Fortune 500 and smaller PE-backed firms in several sectors. Demonstrated excellence in project management (both waterfall- and agile-based), quantitative analysis, communications and change management, process design and implementation, and executive stakeholder management. Experienced people manager of both business and technical resources. Excellent “translator” of high-level business needs into tangible requirements / executable project workstreams.

EXPERIENCE SELF-EMPLOYED Hartford, CT
2018-present **Full-time Investor.** *Manage a diversified investment portfolio in the greater Hartford area.*

AETNA, INC. Hartford, CT
2015-2017 **Director, Enterprise Analytics.** *Led the Sales & Distribution solution area, including the day-to-day management of a team of 10 FTE's (mix of direct and dotted-line reports). Maintained a range of stakeholder relationships with senior executives in the commercial sales, market (P&L owners), IT, and product areas.*

- Managed (via agile methodologies) the team's integration of ~\$800M of annual controllable selling costs (incl. broker commissions and internal sales compensation), previously housed in 10+ separate IT systems, into a single, economically-consistent “contribution margin” dataset in Aetna's Hadoop cluster
- Rolled out multiple top-line (e.g., sales prospecting) and bottom-line (e.g., book-of-business and broker performance) analytical recommendation tools and data visualizations for field sales leadership, using easily-drillable Tableau dashboards
- Used the integrated profitability dataset in 3 pilot markets to develop market-level operating-margin-improvement recommendations; the national opportunity was sized at >\$15M annual EBITDA
- Leveraged various emergent “big data” technologies and analytical approaches to drive business results; underlying datasets utilized in solution development contained hundreds of millions of rows of enterprise transactional channel data
- Delivered in-person demos and training for 60+ sales and market leaders (Sr. Director and above) at 2 national sales meetings / conferences

DELOITTE CONSULTING LLP Atlanta, GA and Boston, MA
2011-2014, Summer 2009 **Manager, Strategy & Operations.** *Managed strategy and operations management consulting teams at Fortune 500 and smaller PE-backed clients; owned Director- and VP-level client relationships and directed all day-to-day project team activities. Representative accomplishments:*

- Executed various strategic growth and cost-reduction projects in the insurance, consumer products, and automotive sectors (incl. pricing strategy, make vs. buy analysis, capacity modeling for growth, and regulatory-response strategy)
- In conjunction with a large IT system-implementation project, led the post-M&A integration (including future-state process design and deployment, as well as change management) of the full procure-to-pay process (incl. procurement,

procurement engineering, warehousing, and accounts payable) for 4 electric utility business units, impacting several thousand hourly and salaried employees

- Managed teams of 2 to 5 consultants during M&A / divestiture activities (both pre- and post-Day 1) to ensure operational continuity and cost synergy realization via IT vendor contract renegotiations; representative cost avoidance of \$4.7M on a \$44M transferred technology (hardware and software) asset base
- Personally delivered workshops and training courses for 12 to 90 participants
- Developed project delivery and sales-support tools for assessing and enhancing supply chain resilience during a highly-competitive 6-month innovation fellowship

2010

THE UNIVERSITY OF NORTH CAROLINA Chapel Hill, NC
Business Plan Developer, Kenan Institute of Private Enterprise. *Supported 3 non-profits in North Carolina with writing business plans through the economic-development arm of the Kenan Institute, a research institute at the university.*

- Recognized by a county-wide consortium in Lenoir County, NC, after helping the local community to structure a regional "STEM Hub," a unified association of local companies, community colleges, high schools, and other youth-development orgs
- Developed a business plan for the first state-wide science festival in the U.S., the North Carolina Science Festival; as of 2015, over 1M residents had attended

2003-2008

BP PIPELINES (NORTH AMERICA) INC. Renton, WA and Houston, TX
Project Manager / Facilities Engineer. *Managed a \$5M portfolio of construction projects, with accountability for budget, schedule, quality, and safety; provided day-to-day engineering support for onshore / offshore pipelines.*

- Led project teams of up to 30 people in size, including both union and non-union resources (mix of company and contractor), using waterfall methodologies
- Managed 2 week-long maintenance shutdowns involving employees, construction contractors, landowners, regulatory agencies, and strategic fuel customers
- Led construction efforts to complete over 150 post-internal-inspection pipeline repairs, including over 20 immediate repairs (< 5-day repair window)

EDUCATION

THE UNIVERSITY OF NORTH CAROLINA Chapel Hill, NC
KENAN-FLAGLER BUSINESS SCHOOL
Master of Business Administration
 Dean's Scholar (top 5% of graduating class)
 Premier Fellow (full tuition, plus stipend; most prestigious merit-based award type)
 Supplemental Operations Research coursework in linear and non-linear optimization

RICE UNIVERSITY Houston, TX
Bachelor of Science in Mechanical Engineering
 Magna cum laude; GPA: 3.91/4.0
 National Merit Scholar

**VOLUNTEER
EXPERIENCE
AND
ADDITIONAL
INFO**

Business proficiency in SQL, Apache Hive, Crystal Ball, @Risk, Matlab, Minitab, Tableau, and LLamasoft Supply Chain Guru. Basic proficiency in Python.
 Ongoing Hartford-area volunteer activities include serving as a mentor for Hartford middle school girls (2+ yrs), leading tours of Bushnell Park (3+ yrs), and preparing free income tax returns through the United Way's "VITA" program (1 yr).
 Active member of HYPE's Civic Engagement Committee (4+ yrs).
 Experience with formal test prep classroom instruction and tutoring at the pre-college (SAT / ACT) and graduate (GMAT / GRE) levels.

INTRODUCED BY:
Luke A. Bronin, Mayor

COURT OF COMMON COUNCIL
City of Hartford, June 24, 2019

WHEREAS, The purpose of the Civilian Police Review Board (CPRB) is to hear complaints from the public, of police misconduct, and to make recommendations to the chief of police and the Mayor, and

WHEREAS, The CPRB is composed of nine members, eight of which are appointed by the Mayor and confirmed by the Court of Common Council that serve a term of four years, and

WHEREAS, The Mayor has appointed Andrea Hartman as a new member of the Civilian Police Review Board, now therefore be it,

RESOLVED, That the Court of Common Council hereby confirms the following appointment:

Andrea Hartman (D)
1 Linden Place, Hartford CT 06106
For a term expiring June 24, 2023

INTRODUCED BY:
Councilwoman rJo Winch

Court of Common Council
City of Hartford
June 24, 2019

Co-Sponsors
Majority Leader James Sanchez

Feasibility Study for Fire Department to provide Ambulatory Services

WHEREAS: The Department of Fire commonly arrive on the scene of emergencies prior to third party ambulatory services; and

WHEREAS: Their quick timeliness is responsible the saving of the homes and lives of victims of all types of situations; common and uncommon, and

WHEREAS: Lives and cost are expended at a moment's notice should the fire department not be responsive. Therefore, be it

RESOLVED That the Court of Common Council establishes a Fire Department Rescue Task Force to explore the feasibility of the City of Hartford providing its own ambulatory services.



ITEM # 43 ON AGENDA

Luke A. Bronin
Mayor

August 12, 2019

Honorable Glendowlyn L. H. Thames, Council President, and
Members of the Court of Common Council
City of Hartford
550 Main Street
Hartford, CT 06103

RE: Martin Luther King School Project No. 064-0310 RNV

Dear Council President Thames,

Attached for your consideration is an ordinance aligning the budget for the Martin Luther King School Project No. 064-0310 RNV (the Project) with the current scope and anticipated costs. The ordinance authorizes \$40,000,000.00 for the project, reflecting a total estimated project cost of \$108,000,000.00.

As you may know, the State of Connecticut recently approved a 95% reimbursement rate for eligible costs for this project. Given that approval, we anticipate that the total cost to the City for this renovation will be less than originally anticipated. The State of Connecticut has authorized the increase, and the Board of Education has requested that an appropriation ordinance be adopted to effectuate the additional funding.

City staff and staff at the Board of Education are available at your convenience to provide additional information and answer any questions you may have. Thank you for your consideration.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Luke A. Bronin", is written over a horizontal line.

Luke A. Bronin
Mayor

550 Main Street
Hartford, Connecticut 06103
Telephone (860) 757-9500
Facsimile (860) 722-6606

Introduced by:

Introduced by: *Luke A. Bronin, Mayor*

HEADING
AND
PURPOSE

**AN ORDINANCE MAKING GENERAL FUND APPROPRIATIONS TO REFLECT
REVISED PROJECT COSTS RELATIVE TO PUBLIC IMPROVEMENTS IN
THE MARTIN LUTHER KING SCHOOL PROJECT NO. 064-0310 RNV.**

COURT OF COMMON COUNCIL,
CITY OF HARTFORD

August 12, 2019

Be It Ordained by the Court of Common Council of the City of Hartford that:

Section 1. As authorized by the State of Connecticut, the sum of **\$40,000,000.00** is hereby appropriated by the City of Hartford, Connecticut (the "City") in the General Fund in support of public improvements in the Martin Luther King School Project No. 064-0310 RNV (the "Project"), which additional sum will increase the estimated project costs in the Project to **\$108,000,000.00**.

Section 2. The estimated useful life of the Project is not less than twenty years. The total estimated cost of the Project is **\$108,000,000.00**. The cost of the Project is expected to be defrayed from State and Federal grants.

Section 3. The balance of any appropriation not needed to meet the cost of the Project authorized hereby may be transferred by resolution of the Court of Common Council to meet the actual cost of any other capital project of the City (including the Project authorized hereby and capital projects authorized by prior or future capital ordinances) for which an appropriation has been adopted; provided that the aggregate amount of the appropriation authorized pursuant to such transfer shall not be increased.

Section 4. The Mayor is hereby authorized to spend a sum not to exceed the aforesaid appropriation for the purposes set forth herein, and the Mayor is specifically authorized to make, execute and deliver any contract or contracts, and any other documents necessary or convenient to complete the Project authorized herein and the financing thereof.

Section 5. The Mayor and City Treasurer, in the name of the City, are hereby authorized

to, and if any such action shall heretofore have been taken, such action is hereby ratified and confirmed, (a) publish such notices, hold such hearings, make such representations and agreements, and take such other actions as shall be necessary, (b) make, execute and deliver all such additional and supplemental documents, (c) appoint any other consultants or professionals as required and (d) do and perform such acts and take such actions as may be necessary or required for the consummation of the transactions provided for and contemplated by this ordinance.

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

Leigh Ann Ralls, Director of Finance

ATTEST:

Luke A. Bronin, Mayor

John V. Bazzano, Town & City Clerk

INTRODUCED BY:
Councilman Larry Deutsch

COURT OF COMMON COUNCIL
August 12, 2019

Whereas, the Court of Common Council "shall, by vote of seven (7) members, send notice to the Mayor that pursuant to the provisions of Chapter V, section 3 (c) of the Hartford Charter requiring residency."

Whereas, the Mayor has been noticed about the employees that have not established residency.

Whereas, the Court of Common Council, "may, by ordinance, establish standards for the residency of department heads and chief operating officer, subject to the requirements of the General Statutes."

Whereas, "the office or position of the individual who has failed to remain a bona fide resident of Hartford shall thereupon become vacant, and such appointment or employment shall terminate."
Therefore, be it,

Resolved, that That the Whole body of the Court of Common Council is upholding this ordinance and the Charter by demanding that the employees in violation, no longer receive compensation for the position for which they were appointed.

Code of Ordinances Chapter 2- Administration Article XVIII sec. 2-850 residency requirements

- (A) All council and Mayor appointees and Unclassified Employees employed by the City, shall maintain a continuous residence in the City during the period of such appointment or employment. This section shall not apply to new employees or appointees during the first six (6) months of such employment or appointment. If such individual ceases to be a bona fide resident of the City once the residency has been established or fails to become a bona fide resident within six (6) months of the appointment or employment, the Council shall, by a vote of seven (7) members, send notice to the mayor that pursuant to the provisions of Chapter V, section 3(c) of the Hartford Charter, the office or position of the individual who has failed to remain a bona fide resident of Hartford shall thereupon become vacant, and such appointment or employment shall terminate.

Bona fide resident is defined as:

- (1) An employee who has a Hartford mailing address. A post office address does not qualify as a bona fide Hartford address;
 - (2) Be a registered Hartford voter; and
 - (3) If the employee owns a motor vehicle, said motor vehicle must be registered in the City of Hartford
- (B) The provisions of subsection (A) above shall not apply to individuals who were employees and appointees at the time of the effective date of this section.

(Ord. No. 07-05, 8-8-05; Ord. No. 38-11, 7-11-11)

Part 1- Charter of the City of Hartford Chapter 5 Sec. 2-850. - Residency requirements.

Sec. 3. - Organization of the office of the mayor.

- (c) *Residency of department heads and chief operating officer.* The council may, by ordinance, establish standards for the residency of department heads and chief operating officer, subject to the requirements of the General Statutes.

(Election of 11-5-02)

INTRODUCED BY:
Councilman Larry Deutsch

COURT OF COMMON COUNCIL
August 12, 2019

Whereas, some of the staff for The Court of Common Council have duties that include working for (2) two or more Councilors and

Whereas, some of the staff for The Court of Common Council have duties that include work beyond that needed for Council such as staffing for commissions and/or task forces, and

Whereas, some of the staff for The Court of Common Council have duties that include work beyond that needed for Council such as training of Council staff, accounts payable and constituent service that may or may not be out of the purview for the Office of Community Engagement.

Whereas, there have been vacancies that will allow for a salary increases for these individuals that are working above what their position calls for, therefore be it

Resolved that all staff that have shown to have done the work receive a pay increase which is not to exceed \$20,000 and to be adopted August 1, 2019