

SUPPLEMENTAL AGENDA
MEETING OF THE COURT OF COMMON COUNCIL
October 24, 2016

ACTION TAKEN

COMMUNICATIONS

27. MAYOR BRONIN, with accompanying resolution confirming Kimberly D. Oliver as the City of Hartford's Director of Families, Children, Youth & Recreation, effective July 25, 2016
28. MAYOR BRONIN, with accompanying resolution authorizing the City to renew the lease of 40 Coventry Street to Inter Community Recovery Centers, Inc. ("ICRC") for a term of ten years.

RESOLUTION

- 29 Resolution authorizing the City to be acting as the Recipient of the Grant funds, which funds will be disbursed to Upper Albany Main Street, Inc. from the State of Connecticut Department of Economic and Community Development. MAYOR BRONIN

Attest:

John V. Bazzano
City Clerk



ITEM #

27

ON AGENDA

Luke A. Bronin
Mayor

September 12, 2016

Honorable Thomas J. Clarke II, Council President, and
Members of the Court of Common Council
City of Hartford
550 Main Street
Hartford, CT 06103

RE: Appointment of Director of Families, Children, Youth & Recreation

Dear Council President Clarke:

Attached for your consideration is a resolution confirming my appointment of Kimberly D. Oliver as the City of Hartford's Director of Families, Children, Youth & Recreation, effective July 25, 2016.

Ms. Oliver most recently served as the Director of Youth Services at Capital Workforce Partners. In this position, she partnered with many other organizations to provide in-school, at-risk, and out-of-school youth, aged 16 through 24, with learning opportunities in career competencies, occupational skills, and work experiences. Additionally, she was the director of the Hartford Opportunity Youth Collaborative which assists "Opportunity Youth" – young people who do not have a high school diploma or have one but are not working or in school – to become educated, employed and self-sufficient. Ms. Oliver was born and raised in Hartford and holds a Master's Degree in Business Administration from Rensselaer Polytechnic Institute and was formerly employed by CIGNA Corporation.

I am pleased to be able to appoint Ms. Oliver to this important position and we both look forward to the confirmation process.

Respectfully submitted,

A handwritten signature in dark 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

Kimberly D. Oliver, MBA

360 Vine St., Hartford, CT 06112

koli89@comcast.net • 860.938.3482

Objective: Obtain a leadership position that improves the lives of underserved populations and communities as a whole

SUMMARY OF QUALIFICATIONS

Successful track record of excellence and performance in profit and non-profit sectors

Award-winning program and project management

Extensive knowledge of and experience in economic, income, workforce, and talent development strategies

In-depth knowledge of compensation and benefit strategies and products

Extensive marketing communications experience including writing proposals

Comprehensive business and consumer customer service and account management

Strong strategic and financial management

Advanced computer literacy and data analytical skills including Microsoft and COBOL, SQL, and HTML programming languages

EDUCATION

Bachelor of Arts in Economics, Yale University

Master Degree in Business Administration, Rensselaer Polytechnic Institute

Yellow Belt in Six Sigma

Life & Health Insurance Agent

Project Management Professional Training

ACTIVITIES & MEMBERSHIPS

National Association of Workforce Development Professionals

Hartford Coalition on Education and Talent

Jacob & Lewis Fox Foundation

89.9 WQTQ FM

2009 – Present

Capital Workforce Partners

Hartford, CT

Director of Youth Services

- Manage 10 FTEs and \$6 million annual budget for system and program building
- Implemented local Career Pathway programming for Out-of-School Youth using WIOA Youth funds
- Implemented successful Summer and Year-Round Youth Employment programming for In-School Youth using State, municipal, and private funds
- Designed and implemented career pathway programs for more than 250 youth
- Partnered with more than 100 employers to design and deliver paid work experiences to youth

Director of Hartford Opportunity Youth Collaborative

- Recipient of Aspen Scholar Award from the Aspen Institute's Forum for Community Solutions
- Secured \$2 million in public and private funding including Social Innovation Fund subgrantee award
- Convened, managed, and organized community collective impact group and action plan to reconnect more than 6,300 youth to education and employment
- Developed local Career Pathway, Results-Based Accountability, and Youth Leadership frameworks
- Designed and manage brand and website (www.YouthReconnect.org)

Director of Workforce Solutions Collaborative of Metro Hartford (United Way of Central and North Central Connecticut)

- Recipient of National Fund for Workforce Solutions Chairman's Award for Exemplary Collaborative and Hartford Business Journal's One to Watch Award
- Secured \$3 million in public and private funding
- Designed and implemented education and training for career skills for more than 1,300 workers
- Partnered with 53 employers to design and deliver career training programs

1996 – 2007

CIGNA Corporation

Bloomfield, CT & Atlanta, GA

Director of Proposal Management and Marketing

- Recipient of Chairman's Award and multiple departmental awards
- Managed 40 FTEs and \$4 million to produce 100,000 pieces of activity for Sales organization
- Led priority projects including implementation of an informational web portal with customer experience management software, integration of department workflows and processes into customer relationship management application, and enhancement of content management system

Senior Sales Representative

- Led internal sales strategy to develop approach for National Account prospects to produce customized presentations and proposals tailored for more than 50 opportunities
- Developed and executed a direct marketing plan for enhanced producer relationships
- Messaged CIGNA product and service capabilities with in-depth knowledge of marketplace needs and trends to ensure "top of game" performance

Presale Specialist

- Served as functional leader providing guidance and expertise to New Business Managers, underwriters, brokers, and clients on proposals including benefit options and pricing targets
- Reviewed state legislative requirements and incorporated information into benefit plan design recommendations for small and mid-sized opportunities

National Account Service Manager/Representative

- Managed overpayment recovery for Sprint resulting in savings of more than \$1.1 million
- Updated workflow to improve eligibility-billing reconciliation for General Electric
- Drafted and distributed member communications including direct-mail letters for Mass Mutual, Oppenheimer Funds, and Telemundo
- Completed provider accessibility assessments including project work resulting in Sprint's adoption and implementation of a new product

1992 – 1995

Hartford Steam Boiler

Hartford, CT

INROADS Intern

- Completed a planning project of Help Desk software for Information Systems which included educating key stakeholders on various software programs and applications
- Developed and maintained complex human resource databases in Paradox and Microsoft Access for Engineering department
- Provided ongoing and ad hoc reports using COBOL and SQL queries and code

INTRODUCED BY:
Luke A. Bronin, Mayor

COURT OF COMMON COUNCIL
City of Hartford, September 12, 2016

WHEREAS, The Mayor has appointed Kim D. Oliver, MBA to the position of Director of Families, Children, Youth & Recreation for the City of Hartford effective July 25, 2016, and

WHEREAS, Ms. Oliver has been employed by the Capital Workforce Partners since 2009 and has served as Director of Youth Services and the Director of the Hartford Opportunity Youth Collaborative, and

WHEREAS, Ms. Oliver attended Weaver High School and earned a Bachelor's Degree in Economics from Yale University and a Master's Degree in Business Administration from Rensselaer Polytechnic Institute, now, therefore, be it

RESOLVED, That the Court of Common Council hereby confirms the Mayor's appointment of Kim D. Oliver to the position of Director of Families, Children, Youth & Recreation for the City of Hartford.



Luke A. Bronin
Mayor

ITEM # 28 ON AGENDA

September 12, 2016

Honorable Thomas J. Clarke II, Council President, and
Members of the Court of Common Council
City of Hartford
550 Main Street
Hartford, CT 06103

RE: 40 Coventry Street Lease

Dear Council President Clarke:

Attached for your consideration, please find a resolution authorizing the City to renew the lease of 40 Coventry Street to Inter Community Recovery Centers, Inc. ("ICRC") for a term of ten years. The annual rent in the first year will be \$15,000 and will increase by 2% annually over the term of the lease.

ICRC was formerly known as Alcohol & Drug Recovery Centers (ADRC) and the City has been working with the organization for more than 35 years to provide clinical and supportive addiction recovery services to residents of Hartford and the Greater Hartford region. ICRC has a proven record of successful programming and makes an important contribution to public health.

ICRC has occupied 40, 46 and 56 Coventry Street for a number of years, operating them together as an addiction recovery facility. The three buildings are part of a 22-acre campus owned by the City on the site of the former McCook Hospital. ICRC uses 46 and 56 Coventry Street as dormitories and uses 40 Coventry Street as office space. Each building has its own lease. Under these leases, the City has paid for all utilities, including water, gas, and electric power. The lease payments for 46 and 56 are \$10,000 and \$15,000 per year respectively, but the rent on 40 Coventry has been \$5,000 per year, less than half the utility costs. The attached resolution proposes an increase in rent to \$15,000 a year, to relieve the City of the utility costs for this building. ICRC willingly agreed to the increase.

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

Substitute Resolution

WHEREAS, treatment for addiction and related behavioral and physical health and recovery support services are essential services for residents of the City of Hartford and beyond; and

WHEREAS, InterCommunity Recovery Centers, Inc. (ICRC) provides accessible, timely, responsive and high quality care to approximately 8,000 persons per year; and

WHEREAS, ICRC, formerly known as ADRC, and the City have a long history of collaborating to provide addiction recovery services, including ICRC's renovation of 3 unused buildings owned by the City of Hartford located on its Coventry Street campus; and

WHEREAS, ICRC presently occupies 40, 46, and 56 Coventry Street under separate leases, and the lease for 40 Coventry Street has expired; and

WHEREAS, ICRC requests to renew its lease at 40 Coventry Street on terms that are fair and equitable to continue providing services in Hartford; now therefore be it

RESOLVED, that the City is authorized to enter into a new lease of 40 Coventry Street with ICRC under the following terms:

- The term shall be 10 years,
- The rent will be \$15,000 per year, to increase by 2% per year,
- The City will pay water and electric costs for the property,
- ICRC may expand the building with the written approval of the Chief Operating Officer; and
- The use of the building will remain as offices and outpatient treatment,
- The lease may not be assigned or sublet without City approval,
- The existing leases of 46 and 56 Coventry Street will be amended to be coterminous with the lease of 40 Coventry Street, and to increase the rent of each to \$20,000 per year with a 2% annual escalation, and be it further

RESOLVED, that the Mayor is authorized to execute said lease and any and all manner of other documents and to take such other actions as he and the Corporation Counsel may deem necessary and proper and in the best interests of the City to enter into said lease; and be it further

RESOLVED, that no person shall be entitled to rely on or otherwise claim any right or benefit by reason of this resolution should the Mayor not execute the aforementioned lease or other documents or not 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 upon and by means of the parties executing such documents and taking such actions which are in form and substance acceptable to the Mayor and the Corporation Counsel.

AGENDA ITEM # 29

INTRODUCED BY
LUKE A. BRONIN, MAYOR

COURT OF COMMON COUNCIL
CITY OF HARTFORD
OCTOBER 24, 2016

- WHEREAS,** the City of Hartford (the "City") is the applicant for an Urban Act Grant in the amount of \$2,000,000.00 (the "Grant") from the State of Connecticut Department of Economic and Community Development ("DECD"); and
- WHEREAS,** the Grant is for the Albany & Homestead Avenue Building Improvements Program Phase I (the "Program"), which is the first phase of the building improvement program along Albany and Homestead Avenues commercial corridor; and
- WHEREAS,** under the Program, the City will be acting as the Recipient of the Grant funds, which funds will be disbursed to Upper Albany Main Street, Inc. (the "Sub-Recipient"); and
- WHEREAS,** to further and effectuate the Program, DECD requires, among other things, that the City enter into an Assistance Agreement with DECD, and that the City enter into a Sub-Recipient Agreement with DECD and the Sub-Recipient (the Assistance Agreement and the Sub-Recipient Agreement being referred to collectively hereinafter as the "Assistance Documents").

NOW, THEREFORE, BE IT

- RESOLVED,** that the Hartford Court of Common Council hereby empowers and authorizes the City's Mayor to execute and deliver the Assistance Documents upon and subject to such other terms and conditions that the Mayor and the City's Office of the Corporation Counsel may deem appropriate and in the best interests of the City; and be it further
- RESOLVED,** that the Mayor or his designee is hereby authorized to execute and deliver any other documents and to take such other actions, upon and subject to such terms and conditions that the Mayor or his designee and the Office of the Corporation Counsel may deem appropriate and in the best interests of the City, in order to effectuate and/or further 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 or his designee fail to execute and deliver 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 or his designee executing

and delivering such agreements and documents, and taking such actions, all of which shall be, in form and substance, acceptable to the Mayor or his designee and the Office of the Corporation Counsel.