

MINUTES OF THE REGULAR MEETING
CITY OF STAMFORD, CONNECTICUT
URBAN REDEVELOPMENT COMMISSION
THURSDAY, JUNE 11, 2009

1. At 6:06pm, Chairman Stephen C. Osman called the meeting to order. The following were in attendance:

Commissioners:

Stephen C. Osman, Chairman
James I. Nixon, Vice Chairman
Joel P. Mellis, Secretary/Treasurer
Robert S. Robins
Jackie Heftman

Staff:

Christopher L. Bergstrom, Executive Director
Rachel Goldberg, General Counsel
Durelle Alexander

2. Approval of Minutes – May 14, 2009 Regular Meeting

Commissioner Nixon made a motion to approve the minutes. The motion was seconded by Commissioner Mellis and carried by unanimous vote.

3. Correspondence

None at this time.

4. Announcements

None at this time.

At 6:11pm, Commissioner Heftman made a motion to go into Executive Session to discuss the status of contract negotiations with Park Square West (agenda item 5.a), Archstone (agenda item 6.a), and the URC Budget (agenda item 8.a) with respect to personnel issues. The motion was seconded by Commissioner Nixon and carried by unanimous vote. Executive Director Bergstrom and Attorney Goldberg participated in the discussion. No motions were made and no votes were taken.

At 7:35pm, Commissioner Mellis made a motion to return to open session. The motion was seconded by Commissioner Heftman and carried by unanimous vote.

7. Old Business – “Reinventing Stamford” Initiative

Chairman Osman said, “I want to reiterate that ‘Reinventing Stamford’ has been fabulous. As its leader, our director is taking somewhat of a collaborative position to be inclusive of all of Stamford and it’s working ... people are talking and getting involved.” Commissioner Heftman added, “Last night’s panel discussions were great.” Commissioner Nixon said, “The table discussions were comprised of a more mixed group and I think having education pros there for this topic (the intersection of education and the economy) was very valuable.”

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Executive Director Bergstrom noted that the events will reconvene in September and October for two sessions – The Green City and the Creative City.

8. New Business

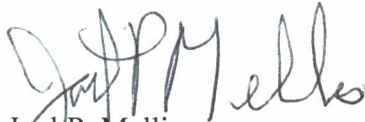
(a) **Budget** – Upon recommendation of Budget Committee members Joel Mellis and Jackie Heftman, Commissioner Nixon made a motion to approve the URC Budget for fiscal years 2009/2010 as presented (copy attached as part of these official minutes). The motion was seconded by Commissioner Heftman and carried by unanimous vote.

9. Adjournment

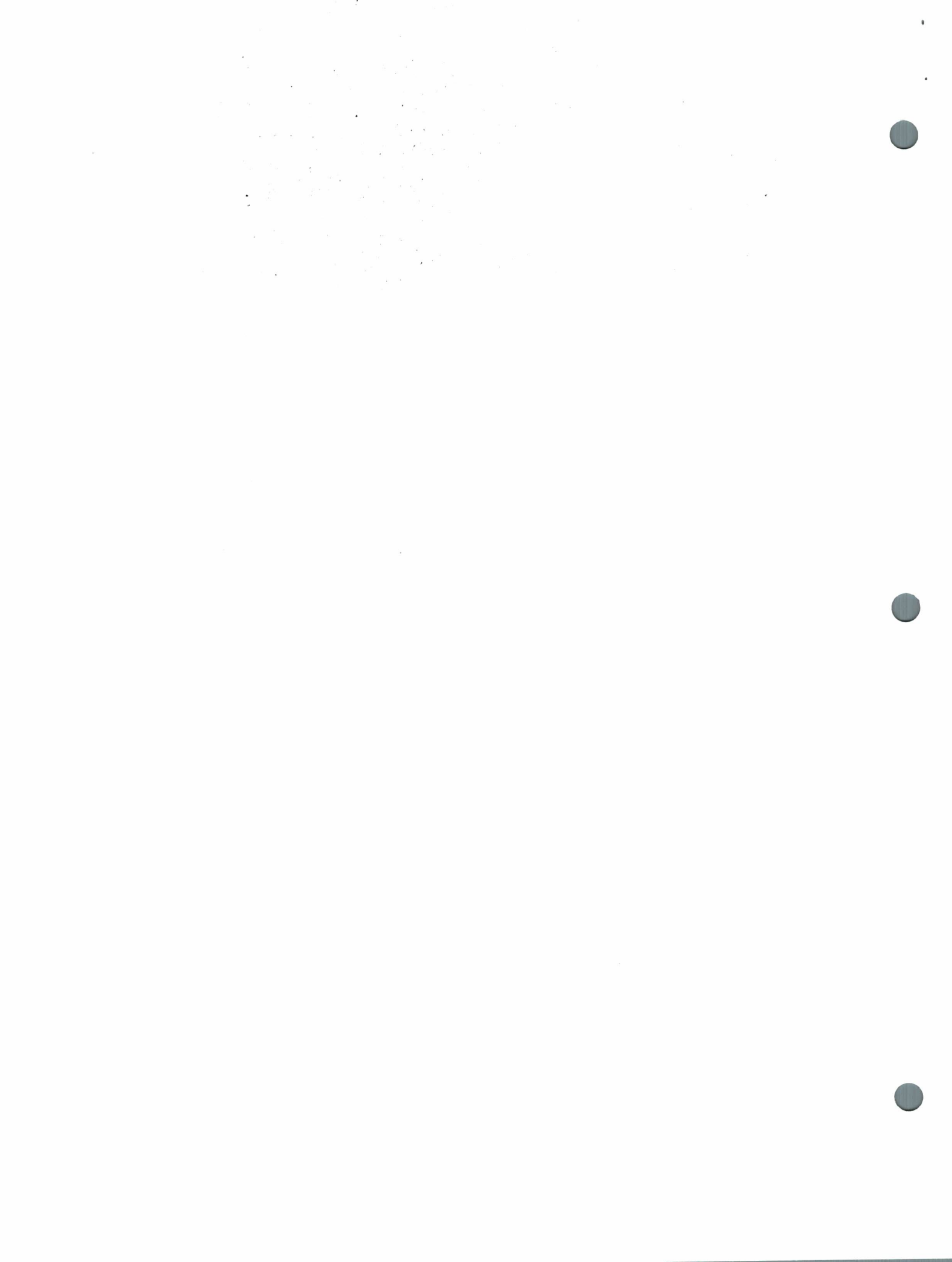
There will be no meeting on Thursday, July 9th. A special meeting will be held on Thursday, July 16th at 6:00pm, if needed.

There being no further business before the Board, Commissioner Nixon made a motion to adjourn. The motion was carried by unanimous vote and the meeting was adjourned at 7:40pm.

Respectfully submitted,



Joel P. Mellis
Secretary/Treasurer



URBAN REDEVELOPMENT COMMISSION BUDGET FOR FISCAL YEAR 2009/2010
Approved June 11, 2009

PAYROLL SALARY/EARNED TIME	APPROVED 09/10 BUDGET	EXPENDITURES THRU [DATE]	BALANCE TO BUDGET	PROJECTED YEAR END BALANCE
DIRECTOR	120,000	0	120,000	
BOOKKEEPER	10,400	0	10,400	
ADMINISTRATIVE ASSISTANT	48,068	0	48,068	
GENERAL COUNSEL	148,780	0	148,780	
total net payroll	327,248	0	327,248	0
FUNDED ACCRUALS *	21,000	0	21,000	
PAYROLL CONTINGENCY	0	0	0	
total accruals & contingency	21,000	0	21,000	0
total gross payroll	348,248	0	348,248	0
<u>NON-PAYROLL Expense/Benefits</u>				
SOCIAL SECURITY	22,000	0	22,000	
HEALTH INSURANCE	47,114	0	47,114	
PENSION	23,764	0	23,764	
WORKERS' COMPENSATION	3,000	0	3,000	
UNEMPLOYMENT COMPENSATION	3,000	0	3,000	
total benefits	98,878	0	98,878	0
FUNDED ACCRUALS	3,000	0	3,000	
BENEFITS CONTINGENCY	9,800	0	9,800	
total accruals & contingency	12,800	0	12,800	0
total gross benefits	111,678	0	111,678	0

* Payroll funded accruals represent potential costs for vacation or sick leave if one or more employee leaves. Non-payroll funded accruals would cover potential cost for social security, pension or health insurance.

<u>OVERHEAD-RECURRING</u>	<u>APPROVED 09/10 BUDGET</u>	<u>EXPENDITURES THRU [DATE]</u>	<u>BALANCE TO BUDGET</u>	<u>PROJECTED YEAR END BALANCE</u>
RENT	19,800	0	19,800	
TELEPHONE	4,500	0	4,500	
COPIER	1,000	0	1,000	
INSURANCE	1,600	0	1,600	
ACCOUNTING SERVICES	6,000	0	6,000	
OFFICE SUPPLIES	5,500	0	5,500	
POSTAGE/METER RENTAL	2,000	0	2,000	
DUES/SUBSCRIPTIONS/PUBLICATIONS	7,000	0	7,000	
MEETINGS/CONFERENCES	15,000	0	15,000	
REPRODUCTIONS	750	0	750	
WEBSITE MAINTENANCE	100	0	100	
Subtotal	63,250 *	0	63,250	0
<u>OVERHEAD-NON-RECURRING</u>				
WEBSITE DEVELOPMENT	4,000	0	4,000	
ADVERTISING/PUBLIC NOTICE	500	0	500	
TRAINING	500	0	500	
OFFICE FURNITURE/EQUIPMENT	8,000	0	8,000	
MISCELLANEOUS	5,000	0	5,000	
STRATEGIC PLANNING	14,000	0	14,000	
LEGAL SERVICES	40,000	0	40,000	
ARCHITECTURAL CONSULTANTS	5,000	0	5,000	
MILL RIVER COLLABORATIVE	30,000	0	30,000	
RPA - REZONING	22,500	0	22,500	
HNPP	3,000	0	3,000	
Subtotal	132,500 *	0	132,500	0
Totals	655,676	0	655,676	0

* Urban Transitway reimbursement is 50% of overhead except specialized equipment (unless approved by the the City's Project Manager) and travel.

INCOME (Projections)

	BUDGET PROJECTION FY 2009/10	FUNDS IN [DATE]
RENTAL	113,000	0
TRANSITWAY:	52,000	0
Overhead Contribution		
Administrative Assistant & Bookkeeper	10,000	
INTEREST	20,000	0
OTHER:		
Consultants (Reimbursables)	20,000	0
Cold Spring Road		0
TOTAL	215,000	0

CITY OF STAMFORD URBAN REDEVELOPMENT COMMISSION

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MEETING NOTICE

The next regular meeting of the City of Stamford, Connecticut, Urban Redevelopment Commission, will be held in the Commission Offices on the 9th Floor of the Stamford Government Center, 888 Washington Boulevard, Stamford, Connecticut, on Thursday, June 11, 2009 at 6:00pm

AGENDA:

1. Roll Call
2. Approval of Minutes
 - (a) May 14, 2009 – Regular Meeting
3. Correspondence
4. Announcements
5. *Southeast Quadrant
 - (a) Park Square West Phase II
6. *Mill River Corridor
 - (a) Archstone/Re-Use Parcel 21
7. Old Business
 - (a) “Reinventing Stamford” Initiative
8. New Business
 - (a) *Budget
9. Adjournment
 - (a) Discussion – Next Meeting Agenda
 - (b) Confirmation – Next Meeting Date (*July 9, 2009 at 6pm*)

All or portions of this subject may require discussion in Executive Session.