

**MINUTES OF THE SPECIAL MEETING**  
**CITY OF STAMFORD, CONNECTICUT**  
**URBAN REDEVELOPMENT COMMISSION**  
**THURSDAY, DECEMBER 13, 2007**

1. At 9:37am, Chairman Stephen C. Osman called the special meeting to order. The following were in attendance:

Commissioners:

Stephen C. Osman, Chairman  
James I. Nixon, Vice Chairman  
Joel P. Mellis, Secretary/Treasurer  
Edward J. Fuhrman  
Robert S. Robins

Staff:

Gerrie Post, Executive Director  
Rachel Goldberg, General Counsel  
Durelle Alexander

2. Southeast Quadrant

(a) **Park Square West Phase II** – Chairman Osman reported that Corcoran Jennison was continuing to work with their contractor in an effort to further reduce construction costs. Attorney Goldberg reported that the developer had applied for and received approval from the Zoning Board to extend their building permit to construct the Phase II improvements from February 8, 2008 to February 9, 2009.

At 9:42am, Commissioner Fuhrman made a motion to go into Executive Session to specifically discuss contract matters related to the Park Square West Phase II project (agenda item 2a) and Re-Use Parcel 36 (agenda item 2b). The motion was seconded by Commissioner Nixon and carried by unanimous vote. Executive Director Post and Attorney Goldberg participated in the discussion. No motions were made and no votes were taken.

At 10:55am, Commissioner Nixon made a motion to return to Open Session. The motion was seconded by Commissioner Fuhrman and carried by unanimous vote.

3. Mill River Corridor/Re-Use Parcel 21

Action/discussion on this agenda item was tabled.

4. Agency Administration

(a) **Budget** – Executive Director Post distributed current cash position statements. Commissioners received copies of the 2007 revised administrative budget in their monthly Board package.

(b) **Strategic Planning** – Strategic Planning Sub-Committee Co-Chair Fuhrman suggested that there be a discussion of the basic strategic plan with emphasis on fundamentals before identifying specific goals.

**MINUTES OF THE SPECIAL MEETING DECEMBER 13, 2007 – PAGE TWO:**

It was the sense of the Board that the Sub-Committee should try to meet prior to the January 10<sup>th</sup> Commission meeting to decide how to proceed. This item will be discussed further at that time.


**Re-Use Parcel 36** – Attorney Goldberg reported that she had spoken with the contractor for the Trump Park building re: the use of Re-Use Parcel 36 for interim storage of construction materials. An appropriate rental fee structure for this purpose will be established and voted on at the next Commission meeting.

5. Adjournment

The regular January 10<sup>th</sup>, 2008 meeting scheduled for 6:00pm has been changed to a special meeting at 8:30am on the same date. The regular meeting scheduled for February 14, 2008 is cancelled. A special meeting will be held on Friday, February 8<sup>th</sup>, 2008 at 8:30am.

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 11:16am.

Respectfully submitted,



Joel P. Mellis  
Secretary/Treasurer

CITY OF STAMFORD, CONNECTICUT, URBAN REDEVELOPMENT COMMISSION

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**SPECIAL MEETING**  
**NOTICE**

A Special Meeting of the City of Stamford, Connecticut, Urban Redevelopment Commission, will be held in the Commission Offices on the 9<sup>th</sup> Floor of the Stamford Government Center, 888 Washington Boulevard, Stamford, Connecticut, on Thursday, December 13, 2007 at 9:30am.

**AGENDA:**

1. Roll Call
2. \*Southeast Quadrant
  - (a) Park Square West Phase II
  - (b) Re-Use Parcel 36
3. \*Mill River Corridor
  - (a) Re-Use Parcel 21
4. \*Agency Administration
  - (a) Budget
  - (b) Strategic Planning
5. Adjournment
  - (a) Discussion – Next Meeting Agenda
  - (b) Confirmation – Next Meeting Date (Jan. 10, 2008 @ 8:30am)

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

To: The City of Stamford Urban Development Commission  
From: Joel P. Mellis  
Date: December 13, 2007

The City of Stamford Urban Redevelopment Commission (Agency), Park Square West, LLC (Developer) and the City of Stamford (City) have entered into a contract entitled "Contract for Sale of Land for Private Redevelopment, Reuse Parcels 19 and 19B, Park Square West LLC dated July 14, 2006 (LDA)."

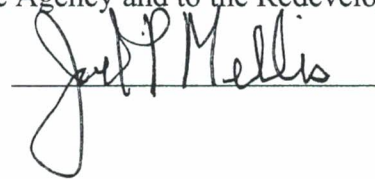
The Agency and Redeveloper disagreed on whether the Redeveloper owes the Agency a payment of \$175,000 or \$225,000 for the option to extend the Phase II closing date to June 6, 2007 under the terms and conditions of the LDA.

The Redeveloper paid the Agency \$175,000 and the Agency and the Redeveloper request that I, a voting member of the Agency, assist them in resolving the dispute by mediation. Specifically, I was asked to determine whether any or all of the \$50,000 balance of the amount in dispute should be paid by the Redeveloper to the Agency. The Parties agreed that my decision would be binding on the parties. I agreed to accept the assignment on April 12, 2007.

After reviewing relevant documents, interviewing principals involved, as well as interested parties, and examining critical timeline dates since final approval of the LDA, I reached the following conclusion.

It is my decision that the Redeveloper should not pay any or all of the disputed \$50,000 to the Agency.

This decision has previously been conveyed to the Agency and to the Redeveloper.

A handwritten signature in black ink, reading "Joel P. Mellis", is written over a horizontal line. The signature is cursive and includes a large loop at the end of the name.

**From:** Kilcoyne, Sheila  
**Sent:** Monday, November 19, 2007 3:00 PM  
**To:** Post, Gerrie  
**Subject:** 2007REVISED ADMINISTRATIVE BUDGET.xls  
 APPROVED URC BUDGET FOR FISCAL YEAR 2007/2008

APPROVED: 9/11/07

	07/08 BUDGET	EXPENDITURES THRU 10/31/07	BALANCE
<b>PAYROLL SALARY/EARNED TIME</b>			
DIRECTOR	120,000	36,923	83,077
FISCAL OFFICER (p/t)	22,859	6,841	16,018
ADMINISTRATIVE ASSISTANT	45,309	13,941	31,368
GENERAL COUNSEL	128,552	42,027	86,525
APPRAISER *	0	0	0
PROJECT ADMINISTRATOR *	0	0	0
PARALEGAL *	0	0	0
FUNDED ACCRUALS	21,000	0	21,000
PAYROLL CONTINGENCY	25,000	0	25,000
<b>Sub-Total</b>	<b>\$362,720</b>	<b>\$99,732</b>	<b>\$262,988</b>
<b>NON-PAYROLL Expense/Benefits</b>			
SOCIAL SECURITY	20,000	6,850	13,150
HEALTH INSURANCE	47,500	11,550	35,950
PENSION	25,000	7,797	17,203
WORKERS' COMPENSATION	3,000	0	3,000
UNEMPLOYMENT COMPENSATION	3,000	142	2,858
<b>Sub-Total</b>	<b>\$98,500</b>	<b>\$26,339</b>	<b>\$72,161</b>
FUNDED ACCRUALS	3,000	0	3,000
BENEFITS CONTINGENCY	10,000	0	10,000
<b>Sub-Total</b>	<b>\$111,500</b>	<b>\$26,339</b>	<b>\$85,161</b>

\* Urban Transitway staff positions held for Phase II Project

APPROVED URC BUDGET FOR FISCAL YEAR 2007/2008 page 1

APPROVED 9/11/07

EXPENDITURES  
THRU 10/31/07

07/08 BUDGET

BALANCES

**OVERHEAD-RECURRING**

RENT	19,800	6,600	13,200
TELEPHONE	5,000	1,129	3,871
COPIER	1,500	78	1,422
INSURANCE	700	0	700
ACCOUNTING SERVICES	10,000	3,000	7,000
OFFICE SUPPLIES	5,500	2,004	3,496
POSTAGE/METER RENTAL	2,500	254	2,246
DUES/SUBSCRIPTIONS/PUBLICATIONS	2,000	734	1,266
MEETINGS/CONFERENCES	15,000	3,094	11,906
REPRODUCTIONS	200	0	200
WEBSITE MAINTENANCE	500	0	500
MARKETING	5,000	0	5,000
<b>Sub-Total</b>	<b>\$67,700*</b>	<b>\$16,893</b>	<b>\$50,807</b>

\*

**OVERHEAD-NON-**

WEBSITE DEVELOPMENT	5,000	0	5,000
ADVERTISING/PUBLIC TRAINING	5,000	0	5,000
OFFICE FURNITURE/EQUIPMENT	1,000	0	1,000
CONTINGENCY/MISCELLANEOUS	8,000	250	7,750
<b>Sub-Total</b>	<b>\$24,000</b>	<b>\$250</b>	<b>\$23,750</b>

\*Urban Transitway reimbursement approximately

page 2

APPROVED URC BUDGET FOR FISCAL YEAR 2007/2008

APPROVED 9/11/07

	07/08 BUDGET	EXPENDITURES THRU 10/31/07	BALANCES
CONSULTANTS*%	65,000	945	64,055 %
STRATEGIC PLANNING	10,000	0	10,000
LEGAL SERVICES	55,000	0	55,000
PROPERTY INSURANCE	3,000	0	3,000
<b>Sub-Total</b>	<b>\$133,000</b>	<b>\$945</b>	<b>\$132,055</b>
<b>TOTAL</b>	<b>\$698,920</b>	<b>\$144,159</b>	<b>\$554,761</b>

\*Inclusive of Design, Engineering and Mill River consultants  
 %Consultant fees to be reimbursed by PSW2; Archstone; UBS; RBS; Parcel 36 Projects

page 3