



CITY OF STAMFORD
URBAN REDEVELOPMENT COMMISSION
OFFICE OF ECONOMIC DEVELOPMENT

Stamford Government Center-Stamford, Connecticut
Regular Meeting- Thursday, March 14, 2024

The City of Stamford Urban Redevelopment Commission, Office of Economic Development, held a **Regular Meeting, on Thursday, March 14, 2024, commencing at 5:06pm** via Zoom Meeting.

1. Call to Order

Vice Chairman Fischer called the meeting to order at 5:06pm.

2. Roll Call

Commissioners Present: Stephen Fischer, Kenny Green, and Mara Siladi

Commissioner(s) Late: Richard Evanko

Commission Staff: Leah Kagan-Executive Director, and Theresa Bowen-Office Manager

Guest(s): Stephanie Odenath & Mitch Kidd

3. Public Comment

Vice Chairman Fischer made a motion, with second from Commissioner Siladi to add to the agenda an update for the 0 West Park Place project by Wellbuilt. Motion passed unanimously with Commissioners present.

Ms. Odenath presented a brief history and update regarding the 0 West Park Place project. She stated in February, they met with the planning board and secured their recommendation. Next, they will meet with the zoning board potentially on April 8, at the earliest. At the end of the presentation, she requested a letter of support for the project.

Commissioner Evanko joined at 5:18pm and Vice Chairman Fischer continued to run the meeting.

4. Reading and Acceptance of Minutes

a. Approval of Minutes from Regular Meeting October 12, 2023

Vice Chairman Fischer asked if all Commissioners have read the minutes from the Regular Meeting held on December 14, 2023. Commissioner Evanko made the motion to approve the minutes with second from Commissioner Green. **Motion passed unanimously with Commissioners present.**

5. Report of Executive Director

Ms. Kagan reported that she's been working with the city's procurement team and legal department, to get advice on how to bring on a consultant. She recommended doing an RFP for a consultant and will share more details when we get to item 7a. on the agenda.

6. Committee Reports**a. Budget Committee****i. FY 23-24 Budget**

Commissioner Green stated he has taken a preliminary look at the budget; he thinks just with the changes that we've had, that we should do a more thorough review. Commissioner Evanko suggested that we should plan to have the committee meet and at least have a preliminary budget, if not final budget for the next meeting. He also added that he spoke with the banker about moving money into a savings account that is FDIC insured.

ii. Review Financial Reports

Commissioner Green reviewed the financial reports for the Commission.

b. Personnel Committee

None.

7. Unfinished Business**a. Discussion and Vote on Scope of Work for Consultant**

Ms. Kagan presented the scope of work document for a part-time consultant. Once approved, the RFP would be posted to the CT's Department of Administrative Services, on the URC home page and notice in the Stamford Advocate. Within the 6-month timeframe, the expectation is that this consultant will be able to review all the options and provide the URC with recommendations. After the RFP deadline, a selection/personnel committee would identify candidates to move to the next round for interviews in front of the Commission. Commissioner Siladi made a motion to move the process forward about the RFP and the selection/personnel committee for a part-time consultant for the URC, with second from Commissioner Evanko. **Motion passed. Commissioners Fischer, Evanko and Siladi voting yea.**

b. Disposition of Final Property (Parcel 36)

The Commissioners held a brief discussion regarding Parcel 36. Vice Chairman Fischer suggested there could be a couple of options, such as a broker or an RFP. Commissioner Evanko suggested that we put out a directional RFP. Ms. Kagan advised that we hold this item and the commissioners agreed.

8. New Business

Commissioner Evanko asked Ms. Bowen to collect the information for a draft letter of support for 0 West Park place and send it out to the board. Depending on the meeting schedule with the Zoning Board, this item can be reviewed and voted on at a Special Meeting or at the next URC Regular Meeting.

i. **Discussion-Next Meeting Agenda**

Update on RFP process.

ii. **Confirmation-Next Regular Meeting (Thursday, April 11, 2024, at 5pm)**

9. **Adjournment**

Vice Chairman Fischer asked for a motion to adjourn the meeting. Commissioner Evanko made the motion to adjourn with a second from Commissioner Siladi at 6:06pm. **Motion passed unanimously with Commissioners present.**

With no further business to be discussed, the meeting was concluded.

Respectfully submitted,

Kenny Green

Secretary/Treasurer, Urban Redevelopment Commission