

David R. Martin
Mayor

Thomas Madden, AICP
Executive Director

Dr. Tommie Jackson
Assistant Director



COMMISSION
Mark Diamond ESQ.
Chairman

Stephen Fischer
Vice Chairman

James Huerta
Secretary-Treasurer

Jonathan Winkel
Member

Richard Evanko
Member

CITY OF STAMFORD

URBAN REDEVELOPMENT COMMISSION

OFFICE OF ECONOMIC DEVELOPMENT

Stamford Government Center-Stamford, Connecticut
Regular Meeting- Thursday, October 8, 2020

The City of Stamford Urban Redevelopment Commission, Office of Economic Development, held a **Special Meeting, on Thursday, October 8, 2020 commencing at 4:38pm.** The Regular Meeting was held via Zoom from the Urban Redevelopment Commission Conference Room, 888 Washington Boulevard, 9th Floor, Stamford, Connecticut.

1. Call to Order

Chairman Diamond called the meeting to order at 4:38pm.

2. Roll Call

Commissioners Present via teleconference: Mark Diamond, Stephen Fischer, James Huerta
Richard Evanko and Jonathan Winkel

Commission Staff: Thomas Madden- Executive Director, Dr. Tommie Jackson-Assistant
Director, Theresa Bowen,-Office Manager

3. Reading and Acceptance of Minutes

a. Approval of minutes from Special Meeting held on September 16, 2020

Chairman Diamond asked if all Commissioners have read the minutes from the Special Meeting held on September 16, 2020. Commissioners noted the file needed to be renamed from August 13, with the correct date of Sept 16. Commissioner Fischer made a motion to approve the minutes as amended, second by Commissioner Evanko. Motion passed with Commissioners present.

b. Approval of minutes from Special Meeting held on September 29, 2020

Chairman Diamond asked if all Commissioners have read the minutes from the Special Meeting held on September 29, 2020. Mr. Madden noted that Commissioner Evanko needed to be added to the roll call. Commissioner Winkel also added the addition of the request he made from for the appraisal estimate value to include an estimate of what the URC value was separate from the city to be reflected in the minutes. Chairman Diamond made a motion to approve the minutes as amended, second by Commissioner Winkel. Motion passed with Commissioners present.

4. Report of the Executive Director**a. Update Draft Review by Berchem Moses PC**

Mr. Madden reviewed the updated draft memo and it was sent to all Commissioners. Chairman Diamond suggested that everyone take the time to read the draft and schedule a Special Meeting with the attorneys. Dr. Jackson stated there is need for corrections in the memo. Dr. Jackson reviewed the corrections needed for the Commissioners, such as the dissolution process of the URC based on the CT statutes. Chairman Diamond requested a Special Meeting on October 19, at 3pm, for further comment and review. Chairman Diamond also requested that he send the e-mail with the noted corrections. Mr. Madden added the e-mail that Dr. Jackson sent previously to Berchem Moses.

b. Draft Amendment to Bylaws concerning defense and indemnification

Mr. Madden stated that Dr. Jackson has been managing this with the attorneys. All previous opinions have been sent for their review.

c. Clock Tower Update

Mr. Madden stated Phase 1 Certificate of Completion has been signed off on and the Certificate of Completion for Phase 2 will include the Clock Tower.

5. Committee Report**a. Finance Committee****i. Finance Committee Special Meeting Report- Sept 18, 2020**

Commissioner Huerta reported on the meeting held on September 18. He noted a percent correction that was included in the written report.

ii. Finance Reports

Commissioner Huerta provided highlights of the financial reports for the Commissioners. He asked that the Commissioners review the reports and send questions that can be reviewed at the next meeting.

iii. Investment Policy Discussion

Commissioner Huerta gave an update to the Commissioners on the status of the Investment Accounts. He suggested that the portfolio managers be invited to the next Commission meeting to provide an update.

iv. How is Wellbuilt's non-refundable \$100,000 binder on park square west being carried on our books?

Commissioner Huerta expressed his concern for this sitting on the books.

v. Independent Audit-Choose an auditor.

Commissioner Huerta reviewed the status with the potential auditors. He suggested that resolve the legal issues before moving forward with a potential auditor. Mr. Madden reviewed an e-mail communication by the City Controller as there was a confusion if we needed to be GASB or not.

b. Personnel Committee

Due to a potential contract, Commissioner Huerta made a motion to enter Executive session with second by Commissioner Fischer. Executive Session was entered at 5:28pm.

Chairman Diamond made a motion to exit Executive session with second by Commissioner Huerta. The Executive Session was exited at 5:40pm

No motions or votes were taken during Executive Session.

i. Personnel Policy Manual

Commissioner Fischer stated that Mr. Madden sent out a revised draft manual. A redline version has been sent as Berchem Moses is reviewing the document. This version has not been finalized by the Personnel Committee. This document has not been sent to staff. Chairman Diamond stated this should be included on the next agenda.

6. Unfinished/Old Business

a. Discussion of amended appraisal for mall property and potential sale.

This was discussed earlier in the agenda.

b. Further discussion of park square west potential sale

This was discussed earlier in the agenda.

7. New Business

a. Discussion of e-mail and/or telephone communications directly to commissioners rather than through the city's website, which does not provide notice of new messages to commissioners.

Chairman Diamond reviewed this request with using personal e-mail, however this opens the door for potential FOIA. He also requested the option of phone call reminders, which will be discussed with the Office Manager.

Chairman Diamond requested that the Commissioners receive an updated policy that includes the deck page that includes the D & O and the general liability policy. The staff will forward upon receipt.

b. Next Meeting

The next meeting will be a Special Meeting to be held on October 19, as previously requested in the agenda.

i. Discussion-Next Meeting Agenda

ii. Confirmation-Next Regular Meeting (Thursday, Nov. 12, 2020 at 4:30pm)

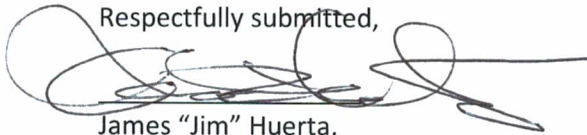
8. Public Comment

None

9. Adjournment

Chairman Diamond requested a motion to adjourn. Commissioner Winkel made a motion to adjourn the meeting at 5:55pm with second from Commissioner Huerta. Motion passed unanimously with Commissioners present. With no further business to discuss, the meeting was concluded.

Respectfully submitted,

A handwritten signature in dark ink, appearing to read 'James Huerta', with a large, stylized flourish extending to the right.

James "Jim" Huerta,
Secretary/Treasurer Urban Redevelopment Commission