

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

TBD
Member

CITY OF STAMFORD
URBAN REDEVELOPMENT COMMISSION
OFFICE OF ECONOMIC DEVELOPMENT

Stamford Government Center-Stamford-Connecticut
Regular Meeting- Thursday, January 10, 2019

The Regular Meeting of the City of Stamford, Connecticut, Urban Redevelopment Commission was held on **Thursday, December 13, 2018 commencing at 6:36pm** in 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 6:25pm.

2. Roll Call

Commissioners Present: Mark Diamond, Stephen Fischer, James Huerta and Jonathan Winkel

Staff: Thomas Madden, Executive Director, and Theresa Bowen, Office Coordinator

3. Reading and Acceptance of Minutes

Approval of minutes from Meeting held on November 8, 2018

Chairman Diamond asked if all Commissioners have read the minutes from the last meeting held on November 8, 2018. Chairman Diamond requested a motion to approve the minutes. The motion was made by Commissioner Fischer second by Commissioner Huerta. Motion passed.

4. Report of the Executive Director or Designee

a. Parcel 36 Henkels & McCoy Right of Entry

We are waiting for a signed agreement with Henkels & McCoy for rental use of Parcel 36 for storage and we are waiting for the rental fee check.

b. Veterans Park-2 Land Swaps

Mr. Madden reviewed the details of the URC owned property (parking lot) and a swap of Vets Park in order to build a proposed hotel. A resolution will be ready for next month.

5. Committee Reports

a. Budget Committee

i. Repayment of \$18,900 Amazon Advance

Mr. Madden provided the Commissioners a written draft of the MOU's for their review.

- ii. Financial Report(s)
Commissioner Huerta reviewed the financial reports for the commissioners. He also requested that the Commissioners be sent the investment reports upon receipt. Mr. Madden added that the Audit will be done prior to the budget being drafted at the May meeting.

- b. Personnel Committee and Adoption of Personnel Policy
Mr. Madden stated changes were still be made to the policy. Chairman Diamond requested a redline version in addition to the updated draft.

Commissioner Winkel made a motion to go out of order on the agenda to item 6. c. Third Place presentation by Conor Horrigan, with second from Commissioner Fischer, Motion passed unanimously.

Commissioner Huerta departed at 7:20pm.

6. Unfinished/Old Business

- a. Financial Protocol and Procedures
Commissioner Winkel discussed the importance and the need to have procedures in place. A draft document was provided and Commissioners will need to discuss at a future meeting when both Commissioner Huerta and Dr. Jackson are present.

- b. Commission Retreat
Mr. Madden presented the agenda to the commissioners for the retreat to be held on Monday, January 14, 2019.

- c. Third Place (Conor Horrigan-Half Full Brewery) FRP for PSW 3
Conor Horrigan presented and answered questions for the Commissioners in regards to his proposal to lease PSW 3.

7. New Business

- a. Next Meeting
 - i. Discussion of Next Meeting Agenda
No discussion.
 - ii. Confirmation of Next Regular Meeting (Thursday, February 14, 2019, 2018 at 6:00 pm)

8. Adjournment

Chairman Diamond asked for a motion to adjourn the meeting at 7:39pm, with motion from Commissioner Huerta and second from Commissioner Winkel. Motion passed unanimously with Commissioners present. With no further business to discussed, the meeting was concluded.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "James Huerta", with a stylized flourish at the end.

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