

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, April 11, 2019

The Regular Meeting of the City of Stamford, Connecticut, Urban Redevelopment Commission was held on **Thursday, April 11, 2019 commencing at 4:35pm** 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 4:35pm.

2. Roll Call

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

Staff: Thomas Madden, Executive Director, Dr. Tommie Jackson Assistant Director and Theresa Bowen, Office Coordinator

Guest(s): William Hennessey Esq. and John Varamo Economic Development Analyst

3. Reading and Acceptance of Minutes

Approval of minutes from Special Meeting held on March 14, 2019

Chairman Diamond asked if all Commissioners have read the minutes from the last meeting held on March 14, 2019. Chairman Diamond requested a motion to approve the minutes. The motion was made by Commissioner Winkel, second by Commissioner Huerta. Motion passed unanimously.

4. 677 Washington Blvd Signage Presentation-Carmody Law

Mr. Hennessey Esq. gave an overview to the Commissioners regarding the proposed signage for 677 Washington Blvd. A full presentation will be made at the next meeting in May.

Commissioner Winkel made a motion to go out of order on the agenda from item five (5) to item six (6), second from Chairman Diamond. Motion passed unanimously.

5. Report of the Executive Director or Designee

a. Parcel Quintard Place/Vets Park Update

Mr. Madden requested an Executive Session to discuss a legal matter. Chairman Diamond requested a motion to enter Executive Session. Commissioner Winkel made the motion, with second from Chairman Diamond. Motion passed unanimously.

The meeting entered Executive Session at 5:34pm.

Executive session concluded at 6:04pm. No motions or votes were taken.

b. Parcel History & Audit

Dr. Jackson updated the Commissioners on his research.

c. Small Business Activities

Mr. Madden discussed the possibility of a food truck lot. Dr. Jackson is putting together a potential budget and food truck vendor packet.

6. Committee Reports

a. Budget Committee

i. Repayment of \$18,900 Amazon Advance

Commissioner Huerta requested that if the Commission does not receive the check by the next meeting, that the person from Innovation Places be invited to attend the next meeting. Chairman Diamond reviewed the ongoing discussions he had with Corporate Counsel in regards to the verbiage in the MOU. Mr. Madden reviewed and answered questions regarding the verbiage changes in the MOU. Chairman Winkel asked for a motion to authorize Thomas Madden to sign the amended MOU. Commissioner Winkel made the motion with a second from Commissioner Huerta. Motion passed unanimously.

ii. Financial Report(s)

Commissioner Huerta reviewed the reports for the Commissioners. He also stated the budget report will be ready for the next meeting. The Budget Committee will schedule a date to get together.

iii. Investment Portfolio Report

The Commissioners discussed the investments.

b. Personnel Committee and Adoption of Personnel Policy

Mr. Madden reviewed the final Personnel Policy which was approved at the last Commission meeting. A correction to the table of contents was made and will send the final copy.

The meeting returned to item five (5) on the agenda.

7. Unfinished/Old Business

a. Financial Protocol and Procedures

Commissioner Huerta would like to have the Commissioners review this for the next meeting.

b. Advance Planning Meeting

Chairman Diamond stated this will be discussed at the next meeting.

Mr. Madden gave the update about the potential new Commissioner. Chairman Diamond also requested that Dr. Jackson draft an e-mail for him to send to Marti Levine on behalf of the Commission.

8. New Business

a. Next Meeting

i. Discussion of Next Meeting Agenda

ii. Confirmation of Next Regular Meeting (Thursday, May 9, 2019 at 4:30pm)

9. Adjournment

Chairman Diamond asked for a motion to adjourn the meeting at 6:23pm, with motion from Commissioner Winkel and second from Commissioner Fischer. Motion passed unanimously. With no further business to be discussed, the meeting was concluded.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'James Huerta', with a long horizontal flourish extending to the right.

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