

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, June 13, 2019

The Regular Meeting of the City of Stamford, Connecticut, Urban Redevelopment Commission was held on **Thursday, June 13, 2019 commencing at 4:30pm** 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 4:30pm.

2. Roll Call

Commissioners Present: Mark Diamond, Stephen Fischer and James Huerta

Absent: Jonathan Winkel

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

Guest(s): Jim Witterschein and Rob Marquet from People's Wealth Management
Michael Pollard, Mayor's Chief of Staff

3. Investment Presentation from People's Bank- Jim Witterschein and Rob Marquet

Jim Witterschein and Rob Marquet reviewed the investment portfolio with the Commissioners and answered any questions that they had.

Mr. Pollard was unavailable until 5pm, so the Chairman Diamond went to the next item on the agenda.

4. Park Square West III (0 West Park Place)-Michael Pollard

Dr. Jackson gave brief overview of the RFP's released for Park Square West presentation and introduced Mr. Pollard. Mr. Pollard presented the Commissioners with other options and views for the Parcel in the future. If the parcel is sold, his concern was what happens to the funds.

Commissioner Huerta made a motion to enter Executive Session to discuss the RFP's and contracts, with second from Commissioner Fischer. Motion passed unanimously with Commissioners present. The meeting entered Executive Session at 6:03pm.

Executive session concluded at 6:28pm. No motions or votes were taken. Returned to Agenda item #9.

5. 677 Washington Blvd Signage Resolution-Review & Vote

After the Commissioners reviewed the draft resolution, it was decided they wanted the language from Land Use to be included into the document. Dr. Jackson stated that a meeting was held with Land Use and lawyers representing the property. Dr. Jackson added that the project was moving along. However a concern was raised by Dr. Jackson about affordable housing. He voiced his objection for having the payment in lieu of, to the Land Use Staff and the property Lawyers.

6. Reading and Acceptance of Minutes

Approval of minutes from Regular Meeting held on May 9, 2019

Chairman Diamond asked if all Commissioners have read the minutes from the last meeting held on May 9, 2019. Chairman Diamond wanted to have the following items verified from the recording for the meeting minutes:

- Survey of URC Properties
- Directors and Officers Insurance
- Proposal of 0 West Park Place- PSW III

7. Report of the Executive Director or Designee

a. Parcel Quintard Place/Vets Park Update

Dr. Jackson stated it has been decided by Corporation Counsel and the title company that the Parcel Quintard Place/Vets Park is owned by the Urban Redevelopment Corporation.

The second question that has been raised if the title is convoluted or if it's clear that it's URC property. In addition, the URC owns the ramp as well. Corporation Counsel is looking into liability.

Commissioner Fischer raised an issue with Saks that has a locked door that's in violation of entrance open to the mall. The City states the door can be locked.

Commissioner Fischer made a motion to have staff look into this matter, with no second. Motion died. Chairman Diamond request that staff look into ramp along with Commissioner Fischer's motion. Dr. Jackson will research these matters.

b. Food Truck Update

Dr. Jackson provided the Commissioners with updates about the Food Truck Parc in contractors for electrical, water and sewer. It was decided to leave the lot gravel. A meeting will be held with potential Food Truck Vendors. Chairman Diamond wants staff to follow up with Risk Management and the Insurance Company that the URC

is covered to operate a Food Truck lot. Commissioner Huerta presented the Commissioners with the Budget update for the Food Truck Parc. Chairman Diamond requested that Dr. Jackson obtain legal consult for the Right of Entry.

- c. DSSD Parcel Use
Dr. Jackson reviewed the request from the DSSD regarding use of Parcel 38. Chairman Diamond requested staff contact Corporation Counsel about the parking fees.

8. Committee Reports

- a. Budget Committee
 - i. 2019-2020 Budget Review & Vote
Commissioner Huerta requested a motion to approve the Food Truck Parc budget with the recommendation to add a planning committee for the Food Truck Parc.
Chairman Diamond made the motion with second from Commissioner Fischer. Motion passed unanimously with Commissioners present. Commissioner Huerta added that a separate company should be set up in QuickBooks. Chairman Diamond stated the budget is approved but the project approval is pending the requested additional information.

Commissioner Huerta reviewed the 2019-2020 Operating Budget. Commissioner Fischer made the motion to approve the budget as presented, with second from Commissioner Huerta. Motion passed unanimously with Commissioners present

Mr. Pollard arrived for his presentation on agenda item #4.

- ii. Financial Report(s)
Not discussed
- iii. Investment Portfolio Report
Not discussed
- iv. URC Community Programs.
Not discussed
- b. Personnel Committee
No update.

9. Unfinished/Old Business

a. Financial Protocol and Procedures

Commissioner Huerta stated that this needs to be reviewed by staff and voted on next session.

b. Advance Planning Meeting

The Commissioners briefly discussed possible adhoc options for the planning committee.

c. Development of Catalog of Current URC Properties

The Commissioners reviewed the report provided by Dr. Jackson. They discussed the parking garage that the URC had not received monies for. Next steps would be to hire outside counsel. Chairman Diamond made a motion to have Dr. Jackson hire outside counsel or speak with Corporation Counsel. With no second, motion died. Chairman Diamond requested Dr. Jackson research this matter further for the next meeting

d. Other

- Commissioner Huerta that the Financial Protocol and Procedures be recirculated to everyone.
- Chairman Diamond inquired about the Insurance. Dr. Jackson responded with the quotes that he has received to date.
- Commissioner Huerta requested additional information from Dr. Jackson about URC properties. Dr. Jackson will provide the Commissioners with State and Federal statutes.
- Chairman Diamond made a motion to have an independent title company/equivalent to catalog and verify URC properties, with second from Commissioner Huerta. Motion passed unanimously with Commissioners present.

10. New Business

a. Next Meeting

- i. Discussion of Next Meeting Agenda
No discussion.

- ii. Confirmation of Next Regular Meeting (Thursday, August 8, 2019 at 4:30pm)

11. Adjournment

Chairman Diamond made a motion to adjourn the meeting at 7:32pm, 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 be 'James Huerta', written over a horizontal line.

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