

**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**

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**Stamford Government Center-Stamford, Connecticut**  
**Regular Meeting- Thursday, November 14, 2019**

The Regular Meeting of the City of Stamford, Connecticut, Urban Redevelopment Commission was held on **Thursday, November 14, 2019 commencing at 4:40pm** in the Urban Redevelopment Commission Conference Room, 888 Washington Boulevard, 9<sup>th</sup> Floor, Stamford, Connecticut.

**1. Call to Order**

Chairman Diamond called the meeting to order at 4:40pm.

**2. Roll Call**

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

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

Guests: William Hennessey, Esq.

**3. Reading and Acceptance of Minutes**

**Approval of minutes from Special Meeting held on October 24, 2019**

Chairman Diamond asked if all Commissioners have read the minutes from the Special meeting held on September 12, 2019. After review, Chairman Diamond commented that under item 5 A.i. remove the word "quick" and under item 5 A.iii. change the word "of" to "with". Commissioner Fischer requested the Note: All or portions of a subject may require discussion in Executive Session be added to the bottom of the minutes. Chairman Diamond made a motion to approve the minutes, second by Commissioner Winkel. Motion passed unanimously.

**Chairman Diamond made a motion, second by Commissioner Winkel to go out of order on the agenda to Unfinished Business. Motion passed unanimously.**

**4. Report of the Executive Director**

**a. Parcel Quintard Place/Vets Park Sale\***

Mr. Madden stated the City is not interested in purchasing the property. Chairman Diamond requested that Mr. Madden looking research leasing options.

b. Park Square West III (0 West Park Place)\*

Mr. Madden updated the Commissioners on the status of the project and the meeting with zoning.

c. Food Truck Update

Mr. Madden updated the Commissioners on the restroom trailer. Commissioner Huerta advised the Commissioners that the Food Truck Budget needs to be revised due to new expenses that have come up.

Mr. Madden provided the Commissioners additional information on 677 Washington and an update on the sale of Stamford Town Center. He requested approval from the Commission to order an appraisal of the URC property. Chairman Diamond made the motion to allow staff to obtain an appraisal on the URC properties at the Stamford Town Center (Helix, ramps and town center drive), with second from Commissioner Winkel. Motion passed unanimously.

**5. Committee Report**

a. Budget Committee

i. Financial Report (s)

Commissioner Huerta gave a review of the financial reports. Chairman Diamond raised questions about line items on the Balance Sheet. These items will need to be researched. Lastly, Staff along with Commissioner Huerta will research the burn rate.

ii. Investment Portfolio Report

Commissioner Huerta reviewed investment portfolios. Mr. Madden advised the Commissioners of an e-mail from the Controller stating the Auditors questioned the URC's financial policy. Next steps would be to schedule a meeting with the Controller and potentially request an exemption from the Board of Finance. Commissioner Fischer suggested that we change the naming of the First County investment to Investment Portfolio and that will be done for the reports going forward.

iii. Business Initiatives

Commissioner Huerta along with Dr. Tommie Jackson will present more information and guidelines at the December meeting for their review.

b. Personnel Committee

None

## **6. Unfinished/Old Business**

- a. Audit of current URC Properties-  
No update.
- b. Action concerning Veteran's Park  
Mr. Madden covered this in agenda item #4 in his Director's Report.
- c. Review of insurance policy and amendment to bylaws concerning liability  
Chairman Diamond requested the limits be increased and the Commissioners agreed. Chairman Diamond made a motion to increase the limits, with second from Commissioner Fischer. Motion passed unanimously.

Bill Hennessey updated the Commissioners on changes needed for the Gateway Plan. He will return with a formal plan at a future meeting.

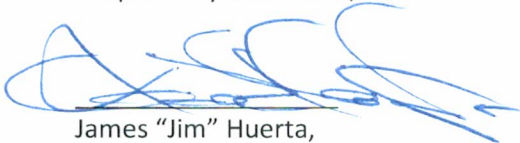
## **7. New Business**

- a. Next Meeting
  - i. Discussion of Next Meeting Agenda
  - ii. Confirmation of Next Regular Meeting (Thursday, December 12, 2019 at 4:30pm)
  - iii. Other

## **8. Adjournment**

Chairman Diamond made a motion to adjourn the meeting at 7:45pm. Motion passed unanimously. With no further business to discuss, the meeting was concluded.

Respectfully submitted,



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

### **Note:**

**\*All or portions of a subject may require discussion in Executive Session.**