

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, November 8, 2018

The Regular Meeting of the City of Stamford, Connecticut, Urban Redevelopment Commission was held on Thursday, October 11, 2018 commencing at 6:03pm in the Urban Redevelopment Commission Conference Room, 888 Washington Boulevard, 9th Floor, Stamford, Connecticut.

1. Call to Order

Vice Chairman Fischer called the meeting to order at 6:03pm.

2. Roll Call

Commissioners Present: Stephen Fischer, James Huerta and Jonathan Winkel

Absent: Commissioner Mark Diamond

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

Guests: Margaret Feeney

3. Reading and Acceptance of Minutes

Approval of minutes from Meeting held on November 8, 2018

Vice Chairman Fischer asked if all commissioners have read the minutes from the last meeting held on October 11, 2018. Vice Chairman Fischer requested a motion to approve the minutes. The motion was made by Commissioner Huerta second by Commissioner Winkel. Motion passed.

4. Report of the Executive Director or Designee

a. Park Square West Phase 4 Certificate of Completion

Mr. Madden reported that the certificate of completion has been sent to Trinity Financial.

b. Parcel 36 Eversource Right of Entry

The office has received payment from Eversource. The lot is currently being used by Henkels and McCoy and an agreement with them is being worked out.

d. Chamber of Commerce Space Usage

Mr. Madden has reported that the Chamber has received free office space for the next four months. He requested that we keep this as an open agenda item. The commissioners were in agreement.

5. Committee Reports

- a. Budget Committee
 - i. Repayment of \$18,900 Amazon Advance
Mr. Madden provided the commissioners a status update in regards to the MOU.
 - ii. Audit Update
Commissioner Huerta provided the commissioners with
 - iii. Financial Report(s)
Commissioner Huerta reviewed the Balance Sheet, Profit & Loss and Cash Flow reports with the commissioners.
- b. Personnel Committee and Adoption of Personnel Policy.
Mr. Madden reported that the Personnel Committee still needs additional work.

6. Unfinished/Old Business

- a. Financial Protocol and Procedures
Commissioner Huerta has the commissioners to review the information that was put together during the summer and has asked that items not fall off the agenda until they are completed.
- b. Commission Retreat
Dr. Jackson provided the commissioners highlights and summary of the material that he has put together that will be expanded on at the retreat. Next steps will be to have Corporation Counsel involved and to choose a day, time and location for the retreat. The Commissioners discussed potentially hosting the retreat on Saturday, January 5th.

7. New Business

- a. Third Place (Conor Horrigan-Half Full Brewery) RFP for PSW 3
Conor Horrigan was dialed in via telephone to present to the Commissioners a presentation on the RFP concept for PSW 3. Mr. Madden reviewed the RFP process for the Commissioners. Commissioner Winkel made a motion to proceed to explore this opportunity further, second by Commissioner Huerta. Motion passed.
- b. Next Meeting
 - i. Discussion of Next Meeting Agenda
 - ii. Confirmation of Next Regular Meeting (Thursday, December 13, 2018 at 6:00 pm)

Mr. Madden asked about the parking garage and questioned if it was still bringing in revenue. Dr. Jackson will research the matter.

8. Adjournment

Vice Chairman Fischer asked for a motion to adjourn the meeting at 6:52pm, with motion from Commissioner Winkel and second from Commissioner Huerta. Motion passed unanimously with Commissioners present. With no further business to discussed, the meeting was concluded.

Respectfully submitted,



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