

David R. Martin
Mayor

Thomas Madden, AICP
Executive Director

Dr. Tommie Jackson
Assistant Director



COMMISSION
Jonathan Winkel
Chairman

Mark Diamond ESQ.
Vice Chairman

James Huerta
Secretary-Treasurer

Stephen Fischer
Member

Taylor R. Molgano
Member

CITY OF STAMFORD

ECONOMIC DEVELOPMENT COMMISSION

OFFICE OF ECONOMIC DEVELOPMENT

ECONOMIC DEVELOPMENT COMMISSION Meeting Minutes

Stamford Government Center-Stamford-Connecticut

Thursday- November 9, 2017

The Regular Monthly Meeting of the City of Stamford Economic Development Commission (EDC) Office of Economic Development (OED) was held on Thursday, November 9, 2017 at 5:43pm on the 9th floor in the Urban Redevelopment Commission Conference Room, Stamford Government Center, 888 Washington Boulevard, Stamford, Connecticut.

1. **Call to Order-** Chairman Winkel called the meeting to order at 5:43pm.
2. **Roll Call-**
Commissioners Present: Stephen Fischer, James Huerta, Taylor Molgano, and Jonathan Winkle
Absent: Mark Diamond
Staff: Thomas Madden, AICP, Director, Dr. Tommie Jackson, Assistant Director, and Theresa Bowen, Administrative Assistant
3. **Reading of Minutes: October 12, 2017 Regular Meeting Minutes**
Chairman Winkel asked for the reading of the minutes from the Regular Meeting held on October 12, 2017. He then asked for a motion to accept these minutes. The motion was seconded by Commissioner Huerta and motion was passed unanimously.
4. **Officers Report: Chair, Vice Chair and Secretary**
There were no Officers report for this month.
5. **Commission Business: Director or Designee**
 - i. **Unfinished Business**
 - a. **April 2017 Commission Report**
None
 - b. **October 2017 Commission Report**
The commissioners reviewed and discussed the reporting process. Mr. Madden spoke about the Commission's responsibility of yearly reports. Annual and monthly reports will be consolidated and staff will prepare. Mr. Madden also suggested that one member of EDC be on the city's Enterprise Zone Board.
 - ii. **New Business**
 - a. **(Sub) Committee Appointments: Economic Development Plan, By Laws**
The Commissioners discussed the topic of creating EDC By-laws. Mr. Madden stated by-laws could not be found in the current office files and suggested a subcommittee of commissioners' work on a draft. Mr. Madden also suggested the term "policy" as it would

have to be a supplement to the City Charter. As a supplement, it would require feedback from the Mayor and Board of Representatives. Commissioner Winkel suggested a subcommittee of himself and Commissioner Diamond to draft a proposal to the full commission. The other commissioners were in agreement with this proposal.

b. Other: Economic Development Corporation Status, Grants, Recognition

- Mr. Madden spoke of the Stamford Partnership and the use of grants and sponsorship monies with OED. The "Partnership" is a nonprofit 501(c) (3) organization that works with Office of Economic Development on business enhancements and the city's quality of life. Mr. Madden noted that Stamford Partnership has a position on the board available for a Commissioner of the EDC. Mr. Huerta expressed interest in this appointment to the Partnership Board.
- Chairman Winkel suggested a business recognition award and Mr. Madden responded that this recognition can be done through the Mayor's Office by a Proclamation.
- Under New Business, the commissioners asked about the Amazon bid. Mr. Madden gave an update on the Amazon application and commissioners viewed the application video.
- Mr. Madden shared highlights from a staff planning meeting held earlier that day. In addition, the commissioners received a formal introduction to the new administrative assistant, Theresa Bowen.

6. Discussion – Next Meeting Agenda-

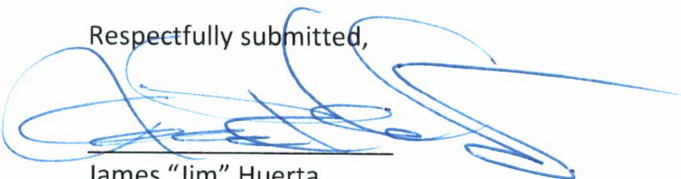
In order to be added to the agenda, items should be sent in no later than one week prior to the next meeting.

7. Confirmation – Next Regular Meeting Agenda (Thursday, December 14, 2107 at 5:30 pm)

Due to a schedule conflict for Commissioner Chair Winkel, the next Regular Meeting of the EDC will be scheduled for Wednesday, December 13, 2017 at 5:30pm.

8. **Adjournment:** Chairman Winkel asked for a motion to adjourn the meeting at 6:40pm, with second from Commissioner Huerta. Motion passed unanimously. With no further business to discuss the meeting was concluded.

Respectfully submitted,



James "Jim" Huerta
Secretary
Economic Development Commission