

David R. Martin
Mayor

Thomas Madden, AICP
Executive Director

Dr. Tommie Jackson
Assistant Director



COMMISSION
Mark Diamond ESQ.
Chairman

Stephen Fischer
Vice Chairman

Richard Evanko
Secretary-Treasurer

Jack Condlin
Member

Jonathan Winkel
Member

CITY OF STAMFORD

URBAN REDEVELOPMENT COMMISSION

OFFICE OF ECONOMIC DEVELOPMENT

Stamford Government Center-Stamford, Connecticut
Regular Meeting- Thursday, January 14, 2021

The City of Stamford Urban Redevelopment Commission, Office of Economic Development, held a **Regular Meeting, on Thursday, January 14, 2021, commencing at 4:44pm.** The Meeting was held via Zoom from the URC Conference Room, 888 Washington Boulevard, 9th Floor, Stamford, Connecticut.

1. Call to Order

Chairman Diamond called the meeting to order at 4:44pm.

2. Roll Call

Commissioners Present: Mark Diamond, Stephen Fischer, Jack Condlin, Richard Evanko and Jonathan Winkel

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

Guests: Lisa Feinberg, Rob Maquat, Bruce Murray and Chris Perrett

3. Welcome New Commissioner Jack Condlin

Chairman Diamond welcomed Jack Condlin as the newest Commissioner.

Commissioner Winkel made a motion for agenda item 8.A.i.1. to go out of order on the agenda, with second from Commissioner Condlin. Motion passed unanimously with all Commissioners present.

4. Nominate & Election of Secretary/Treasurer

Chairman Diamond nominated Commissioner Evanko as Secretary/Treasurer, with a second from Commissioner Winkel. During discussion, Mr. Madden acknowledged the work done by Commissioner Huerta and Chairman Diamond instructed staff to draft a letter of appreciation with a memento.

With no other nominations, the Motion passed with 4 yea-0 no-1 abstain vote.

5. Appointment to Budget Committee

Chairman Diamond Appointed Commissioner Evanko to the Budget Committee.

6. Reading and Acceptance of Minutes

a. Approval of minutes from Regular Meeting held on December 10, 2020

Chairman Diamond asked if all Commissioners have read the minutes from the Regular Meeting held on December 10, 2020. Chairman Diamond requested that "No change" be removed from items 6.b. Chairman Diamond made a motion to approve the minutes, second by Commissioner Winkel. Motion passed unanimously with all Commissioners present.

7. Report of Executive Director

a. Another overview of the status of ownership of properties

Dr. Jackson reviewed the status of titles as the following:

- Park Square West Phase III (next to Curly's) is owned by the URC.
- The Food Truck Parc (Parcel 36) owned by URC.
- Veteran's Park is owned by the URC as per the Resolution Oct 1978.
- The Stamford Mall ramps, parts of parking garage and Edith Sherman drive is owned by URC.
- The Target parking garage is a blended ownership including the URC.

Mr. Madden suggested a document be put together to be sent to the Commissioners for a complete status update.

b. Update on URC document cataloguing and scanning

Mr. Madden reviewed a draft RFP that are under state contract about which estimates at about \$200 per box.

c. Report on status of sale of Park Square West

Mr. Madden reviewed the presentation that was given to the Board of Reps for the Commissioners. Attorney Feinberg provided an update to the Commissioners in regards to a meeting between Curley's and her client about construction concerns.

d. Update on status of update of appraisal for our mall property

Dr. Jackson stated that we are still waiting on the appraisal company to review the property.

e. Update on status of Urby art requirement

Mr. Madden stated the builder has moved forward with Phase II. The final certificate of occupancy will not be provided until the one million dollar art requirement is complete and documentation is provided.

f. Update on general liability and D&O insurance

Dr. Jackson stated that all five (5) properties are covered by the URC insurance policy.

g. Update of whether the city's risk manager confirmed the city is/will insure the mall garage and adjoining properties.

Dr. Jackson stated the Risk Manager confirmed that the properties are not covered by the city's insurance policy.

8. Committee Report

a. Budget Committee

i. Finance Reports

1. Presentation by People's Bank on the URC's Investment Account

The staff from People's Bank provided the Commissioners with the history of the account and the instructions they received to move the investment account to a money market account. They suggested to the Commissioners to move the cash to the banking side and put into a money market.

Chairman Diamond made a motion to move the investment to the banking (noninvestment account) side with 2nd from Commissioner Winkel. Chairman Diamond conducted a roll call vote. Motion passed unanimously with all Commissioners present.

2. Review of current and anticipated sources of income

Mr. Madden reviewed the cash flow report for the Commissioners.

ii. Budget Amendment Discussion for the following projects:

1. Veterans Park-\$150,000 to allow the completion of the project

Mr. Madden and Commissioner Fischer provided the Commissioners with potential improvements to the park including educational programs.

2. Stamford lights-\$50,000 to allow the LED light art installation to be replaced

Mr. Madden reviewed the quote for installation of led lights.

3. Stamford Old Town Hall-\$17,500 to install LED lights

Mr. Madden reviewed the quote for installation of led lights.

4. Small Business CDBG match- \$100,000 to allow for purchasing of equipment for business to make them compliant with Covid-19 state guidelines and for PPE.

Mr. Madden reviewed details for the Commissioners regarding funding to offer relief for small businesses.

Chairman Diamond requested that staff put the details and breakdowns in writing for consideration for the above projects.

iii. Discussion & Approval of payment for invoice from Berchem Moses

Mr. Madden reviewed the details of the invoice in the amount of \$2699.50 and confirmed the charges were accurate. Chairman Diamond approved payment.

iv. A discussion and amendment to URC Resolution on Investment Savings Policy

Mr. Madden reviewed the policy and suggested changes as amended. Chairman Diamond made the motion to amend Resolution No. 03-01-2018 as presented with second from Commissioner Fischer. Motion passed unanimously with all Commissioners present.

v. A discussion to include signing authority and URC Resolution on URC Operating Bank and Investment Account

Mr. Madden requested a resolution for signing authority for URC banking accounts including investment, credit cards and checking. Chairman Diamond made the motion for Resolution 2021-1 with second from Commissioner Condlin, Motion passed unanimously with all Commissioners present.

b. Personnel Committee

Commissioner Fischer asked Mr. Madden to confirm that the current version has been sent to the employees.

9. Unfinished/Old Business

a. Discussion and Resolution on changes to the bylaws

Chairman Diamond stated this was done last meeting.

b. Discussion on standard funding request as drafted by Commissioner Fischer

Commissioner Fischer reviewed changes and will send a revised copy.

c. Update on retaining Marcum to do an independent audit

Commissioner Fischer reviewed the contract and requested from staff the last audit be sent to Marcum.

10. New Business

a. Discussion on makeup of personnel, bylaw and budget committees

Commissioner Fischer stated this item has been discussed and is no longer needed.

b. Discussion on retaining firm to do a comprehensive title search of URC properties

Dr. Jackson recommended David Lasnick has the knowledge and at a reasonable cost. Mr. Madden suggested that a title search package be put together for his scope of work.

c. Discussion of retaining professional firm to do document cataloguing and scanning

Chairman Diamond stated this was discussed earlier in the agenda.

d. Next Meeting

- i. Discussion-Next Meeting Agenda
- ii. Confirmation-Next Regular Meeting (Thursday, Feb 11, 2021 at 4:30pm)

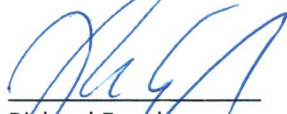
11. Public Comment

None.

12. Adjournment

Chairman Diamond requested a motion to adjourn the meeting at 6:32pm. Commissioner Fischer made the motion to adjourn with second from Chairman Diamond. Motion passed unanimously with Commissioners present. With no further business to discuss, the meeting was concluded.

Respectfully submitted,



Richard Evanko

Secretary/Treasurer Urban Redevelopment Commission