

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, March 11, 2021

The City of Stamford Urban Redevelopment Commission, Office of Economic Development, held a ***Regular Meeting, on Thursday, March 11, 2021, commencing at 4:43pm.*** 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 4:43pm.

2. Roll Call

Commissioners Present: Mark Diamond, Stephen Fischer, Jack Condlin, and Richard Evanko
Commissioner(s) Late: Jonathan Winkel

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

Guests: Michael Pollard, Ralph Blessing

3. Public Comment

Chairman Diamond acknowledged Michael Pollard. Mr. Pollard discussed the disposition of URC properties and the City is requesting a review of any documents for any outstanding commitments. The City will send the Commission an official request with scope of work.

Commissioner Winkel arrived at 4:45pm.

- a. Discuss the Stamford Affordable Housing Trust-Ralph Blessing
Mr. Blessing reviewed the ordinance approved by the Board of Representatives and provided the Commissioners with the terms on how the monies would be obtained and applied for projects. The terms of the trust require Stamford to complete an affordable housing plan to help guide its decision making. Once more than \$3,000,000 become available in the trust, the Board of Trustees, which consists of seven (7) people can begin soliciting projects.

4. Reading and Acceptance of Minutes

- a. **Approval of minutes from Regular Meeting held on January 14, 2021**
Chairman Diamond asked if all Commissioners have read the minutes from the Regular Meeting held on January 14, 2021. Commissioner Condlin made the motion to approve the minutes with second from Commissioner Winkel. Motion passed with Commissioners present.

b. Approval of minutes from Regular Meeting held on February 11, 2021

Chairman Diamond asked if all Commissioners have read the minutes from the Regular Meeting held on February 11, 2021. Commissioner Conclin made the motion to approve the minutes with second from Commissioner Winkel. Motion passed with Commissioners present.

c. Approval of minutes from Special Meeting held on March 4, 2021

Chairman Diamond asked if all Commissioners have read the minutes from the Regular Meeting held on March 4, 2021. Commissioner Fischer made the motion to approve the minutes with second from Commissioner Winkel. Motion passed with Commissioners present.

5. Report of Executive Director

Mr. Madden had no other items to report on other than the items listed under Old Business on the agenda and will reserve until that point in the agenda.

6. Committee Report

a. Budget Committee

i. Finance Reports

Commissioner Evanko reviewed the balance sheet report and stated that outstanding items still need to be reviewed further.

b. Personnel Committee

Commissioner Fischer asked Mr. Madden if the manual has gone out to staff. Mr. Madden stated the changes have not been approved as of yet. Dr. Jackson stated he had concerns regarding the approval of the employee handbook and the current employment benefits have not been incorporated. He further stated a resolution has not been drafted to approve these changes. Chairman Diamond requested that the employee handbook be sent to him for his signature and that Mr. Madden will draft a memo with the approval timeline.

7. Unfinished/Old Business

a. Marcum auditor update

Mr. Madden updated the Commissioners with the request of documentation and the audit should be done quickly.

b. Report on status of ownership of know properties

Mr. Madden stated the attorney's will be doing additional research on current properties and requested from the Mayor's office about obtaining a copy of the Stamford Mall title report from Corporation Counsel.

c. Report on status of update to appraisal of mall property

Mr. Madden confirmed we are still waiting for an update from the appraiser upon receipt of the title from Corporation Counsel.

d. Retain expert to scan and catalog URC documents

Mr. Madden reviewed the scanning process for the Commissioners and stated he had obtain one (1) quote and will be requesting two (2) additional quotes. The costs would be in the range from \$70,000 to \$100,000. All original files will be returned and electronic files will be kept on the city server.

e. Discussion of pending funding requests

Commissioner Fischer stated he sent out a revised document and with no response. He gave highlights of the changes. Chairman Diamond instructed everyone to look at the revised document.

f. Report on lease or other agreement for Stamford Town Center Garage and Summer Place concerning who is responsible for insuring it

Mr. Madden stated he is still looking for the Condo lease agreement.

g. Update on pending contract for sale of Park Square West III

Mr. Madden updated the Commissioners on the next steps in the process. He has to finalize the timeline with the attorney. He also stated an e-mail sent by Dr. Jackson regarding this matter was sent out prematurely on the 18 month process and was not correct. Once the details are finalized a memo will be sent. Commission Condlin recommended that a closing be done as soon as possible.

h. Resolution on changes to the bylaws

Chairman Diamond stated he will sign the document that was drafted by staff.

8. New Business

a. Next Meeting

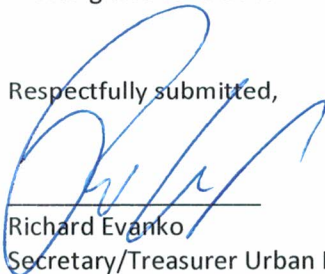
i. Discussion-Next Meeting Agenda

ii. Confirmation-Next Regular Meeting (Thursday, April 8, 2021 at 4:30pm)

9. Adjournment

Chairman Diamond requested a motion to adjourn the meeting at 5:55pm. Commissioner Condlin made the motion to adjourn with second from Commissioner Evanko. 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