

GREATER LOCKPORT DEVELOPMENT CORPORATION

Minutes of Board of Directors Meeting

July 26, 2018

A regular meeting of the Greater Lockport Development Corporation's Board of Directors was called to order at 7:45 a.m. at the Lockport Municipal Building, One Locks Plaza, Lockport, New York. The following Directors were present and constituted a quorum:

Joan Aul	Gary Bennett
Jackie Davis	Kathy DiMillo
Allan Jack	Franklin Knowles
Patrick Schrader	Allan VanDeMark
David Van Schoonhoven	Dave Wohleben

Excused: Scott Cain
 Anne McCaffrey

Staff: Mr. Brian Smith
 Ms. Heather Peck

Others: Mr. John Ottaviano

Chairwoman Aul called the meeting to order.

The reading of the Board of Directors minutes of the June 28, 2018 meeting was waived. Moved by Mr. VanDeMark, seconded by Mr. Wohleben that the minutes be approved. Ayes 10. Noes 0. Carried.

Mr. Smith stated that the treasurer's report was an accurate representation of the GLDC's financials. Mr. Smith stated that some expenses in the monthly journal were what the GLDC incurred relating to the microenterprise program, as well as costs associated with the Downtown Revitalization Initiative application. Mr. Smith also explained that the Locks Heritage District Corporation was in a difficult cash position as it awaited a reimbursement for the recently renovated Locks District Museum. Mr. Smith stated the Finance Committee was recommending the GLDC loan \$10,000 to the LHDC to be repaid immediately following reimbursement.

Moved by Mr. Schrader, seconded by Mr. Wohleben to approve the Treasurer's Report for filing with our accountant. Ayes 10. Noes 0. Carried.

Moved by Mr. Wohleben, seconded by Mr. Jack to approve an inter-company loan of \$10,000 between the GLDC and the LHDC to be repaid immediately upon reimbursement of an outstanding reimbursement request related to the Locks District Museum project. Ayes 10. Noes 0. Carried.

Mr. Smith presented the board with the 2018 work plan that was developed through a strategic work session in October of 2017. Mr. Smith suggested board members review it and help ensure the organization stays on track to have a successful second half of the year.

Mr. Smith stated that the next phase of the Harrison Place project, strategic investment into Building 3, was ready to begin. Mr. Smith presented the board with three proposals from construction companies and stated that there was still some missing information to ensure that the proposals were "apple to apple" comparisons.

Mr. Smith stated that he would like approval to move forward with the construction company with the lowest number once the additional information was gathered and distributed to the board via email.

Moved by Ms. Davis, seconded by Mr. VanDeMark to authorize the President/CEO to approve Mancuso Management to enter into an agreement with the construction company with the lowest proposal upon notification of the board via email of the final proposed numbers related to Building 3. Ayes 9. Noes 0. Abstained 1 (Aul). Carried.

Mr. Smith stated that the microenterprise review committee had two recommended grant amounts for one startup businesses and one expanding business that had applied for microenterprise funding. Mr. Smith stated that the GLDC was implementing a \$200,000 microenterprise grant the City of Lockport received through the NYS Office of Community Renewal. Mr. Smith stated a total of \$175,000 was available to distribute to local businesses with five employees or less at the time of application, and that half of those dollars are required by the State to be awarded to startup businesses.

Mr. Smith introduced the two businesses the microenterprise review committee were recommending for microenterprise funding – Stooge’s Restaurant and Ink and Style Tattoo. Mr. Smith stated that Stooge’s Restaurant was a new restaurant located in 2 Pine Street, the Old City Hall building. Mr. Smith stated the committee was recommending a \$15,000 award that would create two full-time jobs. Mr. Smith stated Ink and Style Tattoo was an established tattoo shop and hair salon located at 211 Chestnut Street. Mr. Smith stated the committee was recommending a \$10,000 award that would support the purchase of an \$80,000 piece of equipment that would lead to hiring one full-time position.

Moved by Mr. Jack, seconded by Ms. Davis to award \$15,000 to Stooge’s Restaurant and \$10,000 to Ink and Style Tattoo. Ayes 10. Noes 0. Carried.

Mr. Smith stated the next large project related to 128 Walnut Street, the former Tuscarora Club building, was site work as described in the Restore NY grant application. Mr. Smith stated that Mancuso Management has been working to get multiple proposals to excavate, pave, and stripe the property’s parking lot. Mr. Smith stated that there were two proposals. Ms. Aul pointed out a discrepancy between the two scopes of work. Mr. Smith stated he was requesting the GLDC board authorize him to approve Mancuso Management to accept the proposal from the company with the lowest updated number. Ms. Aul stated we should be mindful that one of the businesses was a minority-owned business enterprise.

Moved by Mr. Wohleben, seconded by Ms. DiMillo to authorize the President/CEO to approve Mancuso Management to enter into an agreement with the construction company with the lowest proposal upon notification of the board via email of the final proposed numbers related to 128 Walnut Street. Ayes 10. Noes 0. Carried

Moved by Mr. Knowles to go into executive session to discuss contracts.

Seconded by Mr. Schrader and approved. Ayes 10. Noes 0.

The board came out of executive session.

Ms. Aul noted that no action was taken in executive session.

Moved by Mr. Jack, seconded by Mr. Knowles to adjourn the meeting at 9:00 a.m. Ayes 10. Noes 0.

Gary Bennett
Secretary