

# GREATER LOCKPORT DEVELOPMENT CORPORATION

## Minutes of Board of Directors Meeting

January 24, 2018

The regular meeting of the Greater Lockport Development Corporation's Board of Directors was called to order at 7:55 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
Kathy DiMillo	Scott Cain
Allan Jack	Jackie Davis
Patrick Schrader	Allan VanDeMark
David Wohleben	Michelle Roman
Franklin Knowles	

Excused: David Van Schoonhoven

Staff: Brian Smith  
Heather Peck

Others: John Ottaviano

**I. Call Meeting to Order:** Chairwoman Aul called the meeting to order.

**II. Minutes:** The reading of the Board of Directors minutes of the December 6th, 2018 meeting was waived. Moved by Mr. Jack, seconded by Mr. VanDeMark that the minutes be approved. Ayes, 11. Noes, 0. Carried.

**III. Treasurer's Report:** In reviewing the financials, Mr. Smith brought two major items that took place in December to the attention of the board including the receipt of a \$139,038.16 reimbursement through Empire State Development (and the pass through to Harrison Place), and payments related to the purchase of 13 W. Main Street. Mr. Smith stated that the GLDC will be in a much better cash position in 2019 with the sale of the T Club and with the receipt of some additional grant reimbursements.

Moved by Mr. Cain, seconded by Mr. Bennett to approve the Treasurer's Report for filing with our accountant. Ayes, 11. Noes, 0. Carried.

#### **IV. Topics for Discussion:**

**a). 2019 Budget:** Mr. Smith presented the proposed 2019 budget included in the board packet and reviewed each budget item line by line, with 2018 proposed budget numbers, as well as 2018 actual budget numbers were also included for comparison purposes.

Moved by Mr. Wohleben, seconded by Mr. Schrader to approve the 2019 budget as presented. Ayes, 11. Noes, 0. Carried.

*Mayor Michelle Roman left the meeting.*

**b). Line of Credit/Loan:** Mr. Smith stated that in an effort to ensure the GLDC's cash position is stable, as projects continue to increase and grant monies fluctuate, the board encouraged Mr. Smith to explore

possible lines of credit/loans through local banks. Mr. Smith presented the board with two proposals (included in the board packet) for their review – one from M&T Bank and the other from Evans Bank. After reviewing both proposals, it was:

RESOLVED, that the President, on behalf of the Corporation, be authorized and empowered to borrow, from time to time, from M&T Bank, such sum or sums of money as said officer(s) may deem necessary or advisable for the purpose of this corporation including without limitation, \$25,000 related to the Line of Credit and \$175,000 related to an available loan. (Complete Secretary's Certificate included in board packet).

Moved by Mr. VanDeMark, seconded by Mr. Wohleben. Ayes, 9. Noes, 0. Abstentions: 1 (by Ms. Aul). Carried.

**c). YMCA:** Mr. Smith reviewed a letter from the YMCA that was included in the board packet regarding the property located at 19 East Avenue. The letter states that the YMCA is offering to transfer ownership of the building at 19 East Avenue to the GLDC for the sum of \$1. After a lengthy discussion, the GLDC board decided to decline the offer at this time, but instructed the President offer to support with an RFP process for the building and outreach to private developers.

**d). Microenterprise Program:** Ms. Peck informed the board that the Microenterprise Committee had reviewed applications and interviewed 4 new businesses who had applied for grant funding in December. After reviewing each of the businesses with the board, Ms. Peck stated that the Microenterprise Committee was making the following recommendations:

- Scripts Juice: \$20,000 Grant
- Powell's Heating & Cooling: 20,000 Grant
- Yardaroo: Approval for up to a \$20,000 Grant with \$10,000 to be awarded now.

Moved by Mr. VanDeMark, seconded by Ms. DiMillo to approve the Microenterprise Committee's recommendations as presented. Ayes, 10. Noes, 0. Carried.

**e). Economic Development Consultant:** Mr. Smith stated that after putting out an RFP on January 9<sup>th</sup>, 2019 for Economic Development Consultants, only one response was received from H. Sicherman/the Harrison Studio. Moved by Mr. Jack, seconded by Mr. Schrader to accept the proposal submitted by H. Sicherman/the Harrison Studio (proposal included in board packet). Ayes, 10. Noes, 0. Carried.

**f). Properties Update:** Mr. Smith informed the board that the developer agreement of the T Club was executed on January 23<sup>rd</sup> and that a scope of work was being finalized for asbestos remediation. Mr. Smith stated that the GLDC would seek multiple proposals for that work once the scope was finalized. Ms. Peck updated the board on the progress being made at 13 West Main Street, including the development of both existing and proposed site plans, and a proposed scope of work in partnership with Apex Consulting for submittal to SHPO. Mr. Smith stated that they would be working on an RFP for the disposition of 13 West Main Street as well.

**g). DRI Update:** Ms. Aul encouraged the board to attend the next DRI meeting, which is scheduled for February 11<sup>th</sup> from 5 to 7 pm at the Kenan Center.

**V. Adjourn Meeting:** Moved by Ms. Davis seconded by Mr. Schrader to adjourn the meeting at 9:05 a.m. Ayes 10. Noes 0.

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Gary Bennett  
Secretary