

# GREATER LOCKPORT DEVELOPMENT CORPORATION

## Minutes of Board of Directors Meeting

August 22, 2019

The 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
Franklin Knowles	Patrick Schrader
Allan VanDeMark	Scott Cain
Allan Jack	Jackie Davis
Kathy DiMillo	

Excused: Mayor Michelle Roman, David Van Schoonhoven, David Wohleben

Staff: Brian Smith  
Heather Peck

Guests: Jessica Dittly, Lockport Main Street, Inc.

**I. Call Meeting to Order:** Chairwoman Aul called the meeting to order at 7:45 am.

**II. Minutes:** The reading of the Board of Directors minutes of the both the June 27<sup>th</sup> and the July 16<sup>th</sup>, 2019 meetings were waived. Moved by Mr. VanDeMark, seconded by Mr. Schrader, that the minutes be approved. Ayes, 9. Noes, 0. Carried.

**III. Treasurer's Report:** The financial reports for both June and July of 2019 were presented. Mr. Smith reported that \$150,000 was moved out of our savings account to a CD. Diversified has almost paid off its loan to the GLDC. We finally have a positive cash position for a year-to-date period. We continue to work toward closings for both Kenzie's and the T Club, which will greatly increase our cash position as well.

Moved by Mr. Cain, seconded by Mr. Schrader to approve the Treasurer's Report for filing with our accountant. Ayes, 9. Noes, 0. Carried.

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

**a). Audit Services Proposals:** Per Mr. Jack's suggestion, an RFP was sent to 10 different firms for proposals to audit the GLDC's financials. Only one proposal was received by Lumsden McCormick.

Moved by Mr. Schrader, seconded by Mr. Cain to accept the proposal by Lumsden McCormick. Ayes, 9. Noes, 0. Carried.

**b). Lockport Main Street:** Executive Director Jessica Dittly gave the board an update on all the recent programs and services the organization has been doing and is planning on doing in the upcoming months. Highlights included: just concluding a very successful inaugural Lockport Food Fest of which the GLDC was a sponsor; completing their 8<sup>th</sup> Pints for Progress event; running a successful 9<sup>th</sup> season of the Lockport Community Farmers Market and the Winter Market in Harrison Place; plans for the upcoming annual Locktoberfest event; plans to mount bike racks on existing light posts from Transit to Washburn with a \$23,000 grant that was recently awarded through the Verizon Community Fund; programming with downtown businesses on a projection-style sign program; and several other beautification projects including: partnering with 12 Grain Studios to paint the silver traffic control boxes, a small-scale mural on the ice arena, and painting a city scape graphic on the back of the city stage.

**c). Reimagine the Canals:** Mr. Smith wanted to make the board aware of a recent Buffalo News article that referenced rumors that NYPA was proposing to make changes in Canal operations in order to reduce expenses. If these changes were implemented, they could have serious impacts on the entire Canal system, and the tourism industry in Lockport.

**d). Engineering Services:** The State DOT and Canal Corporation has informed the city that the North Adams Street Bridge is going to stay in its current condition indefinitely, but if the city wanted to put a plan together to help address the poor condition of the surrounding areas, then they would consider securing grant money to help fund a project. Upon hearing this, and because it is in the GLDC's strategic plan to assist the city with projects that enhance access to the Erie Canal and the Erie Canalway Trail, Mr. Smith sent out an RFP to two local engineering firms for proposals to develop plans on how we might enhance that area. Two firms responded - Nussbaumer & Clarke and Apex Consulting.

A motion to accept the lowest proposal, made by Nussbaumer & Clarke was made by Mr. Bennett, seconded by Mr. VanDeMark. Ayes, 9. Noes, 0. Carried.

**e). Microenterprise:** Ms. Peck stated that upon issuing a final call for applications with a deadline of June 30<sup>th</sup>, as only \$38,000 in grant funding remained, four more applications were received. The Microenterprise Committee reviewed each of the applications and upon interviewing all four, made the following recommendations for funding, which will close out this round of Microenterprise funding. Ms. Peck reviewed each recommendation with the board:

- BonJour Crepes – Recommendation: \$15,000
- Baby Ribs – Recommendation: \$10,000
- Lockport Physical Therapy – Recommendation: \$8,000
- Deanna's Styles – Recommendation: \$5,000

A motion to accept the recommendations of the Microenterprise Committee was made by Ms. Davis, seconded by Mr. Knowles. Ayes, 9. Noes, 0. Carried.

**f). Events Update:** Ms. Peck and Ms. Davis gave a brief overview on the Minorities in Business Networking Event that was held on July 16<sup>th</sup> at Lock 34 in partnership with Lift Up Lockport. About 30 people attended, which was a great showing for a first-time event, and feedback was very positive. Special thanks to Jackie and Vince Davis, and the entire Lift Up Lockport Committee for their partnership with this event.

The GLDC/Lockport hosted the WNY REDC to a tour/lunch on August 12<sup>th</sup>, which included a bus tour led by Brian Smith highlighting our DRI projects, a lunch at Lockport Locks and Erie Canal Cruises,

hosted by the GLDC, and a detailed presentation given by Mr. Smith on the specifics of each DRI project. Highlights included stops at the Palace Theatre, the Historic Post Office, Canal Street, and the Flight of Five. The day concluded with the WNY REDC's annual meeting. Feedback from those in attendance was very positive. Thanks to board members who attended.

**g). Properties Update:** Mr. Smith gave the board a brief update on Harrison Place. We have a signed offer to sell, details are still being negotiated. We should have something to present to the board to review in either September or October. On the T Club, things are moving along, as Mr. Ciliberto hired a new architect. In September, we are hoping to put out an RFP for asbestos remediation.

**h). Harrison Studio Projects:** Mr. Smith informed the board that he has asked Harrison Studios to conduct some research on any other ways the GLDC might be able to help the West End to perhaps better set it up for state funding.

**V. Adjourn Meeting:** Moved by Mr. Jack, seconded by Mr. Knowles to adjourn the meeting at 8:52 a.m. Ayes 9. Noes 0. Carried.

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Gary Bennett  
Secretary