

GREATER LOCKPORT DEVELOPMENT CORPORATION

Minutes of Board of Directors Meeting

July 30th, 2020

The regular meeting of the Greater Lockport Development Corporation's Board of Directors was called to order at 7:45 a.m. via conference call. The following Directors were on the call and constituted a quorum:

Scott Cain	David Van Schoonhoven
Patrick Schrader	Joan Aul
Allan VanDeMark	Kathy DiMillo
Jackie Davis	Mayor Michelle Roman
Gary Bennett	

Excused: Franklin Knowles, Rick Abbott

Staff: Brian Smith
Heather Peck

Others: John Ottaviano
David Kinyon
Jessica Dittly
Edla Collora

I. Call Meeting to Order: Chairman Cain called the meeting to order at 7:45 am.

II. Minutes: The reading of the Board of Directors minutes of the May 28th, 2020 meeting 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 May 2020 and June 2020 were presented. Mr. Smith reported that in May, two major expenses were payments to C&S Engineers, reflecting the beginning of the T Club remediation work and the payment to Lumsden & McCormick for the audit. The T Club remediation expenses are 100% reimbursable through our EPA Brownfield grant. In June, we had another payment to C&S Engineers, as part of the T Club remediation work. We also paid the \$5,500 management fee as part our agreement with the City of Lockport to pay for Mr. Smith's time dedicated to the GLDC. The finance committee has reviewed the financials each month. We continue to work towards closings for both Kendzie's and the T Club, which will greatly improve cash position.

Moved by Ms. Aul, seconded by Mr. VanDeMark, to approve the Treasurer's Reports for filing with our accountant. Ayes, 9. Noes, 0. Carried.

IV. Topics for Discussion:

a). Brownfield Project Updates: Mr. Smith updated the board on the status of 3 city projects. He noted that between these three projects more than \$900,000 worth of environmental work will be done in the city. Thank you to Amy Fisk for all her great work.

- Tuscarora Club – The property received \$350,000 in funds through the Brownfield Development Corporation. Remediation work is underway including soil remediation and a tank removed. Working on asbestos abatement.

- 13 W. Main Street – Now that the Phase II study has been completed the property has officially been awarded \$300,000 for clean-up. Mr. Smith and Ms. Peck will be meeting with the potential future owners and Amy Fisk today to begin discussing a scope of work.
- 50 Elmwood – Received \$325,000 in grant funds for remediation. In May, the board approved a proposal with Benchmark/Turnkey for remedial management services. A workplan for that property has now been completed and has been submitted to the EPA for their feedback.

b). Locks Heritage District Corporation: Mr. David Kinyon spoke about the organization's change of focus from just rehabilitation of the Flight of Five and other interpretation projects to this year being a tour operator. Locks District tours began July 20th and will run thru September 4th. Tours are by reservation only and have been reduced from 20 to 10 people to comply with social distancing regulations. The organization has well-trained volunteers leading the tours, thanks to Jackie Connelly for her efforts coordinating. Finally, the first 3 figures of the Lock Tender Tribute have been installed.

c). Lockport Main Street: Ms. Jessica Dittly gave an update on the organization's projects and programs. She noted that 20 bike racks are being installed downtown as well as new wayfinding signage for cyclists and pedestrians. As part of a grant through the Bridge Commission, 10 garbage cans will also be installed, and they plan to expand this program to include benches with the help of the Grigg Lewis Foundation. They have been focusing on how to get people into businesses and launched a "Shop Small" social media campaign with funding help from Grigg Lewis and the GLDC. The farmers market continues to run each week in a new location – the parking lot of Lock View Plaza and continues to offer fresh food to the community. With the LHDC, they are planning to hold a smaller version of Locktoberfest this year on September 26th from 9 am to 2 pm which will focus on all the great happenings/projects in and around the Locks.

d). Harrison Place: Ms. Edla Collora gave an update on the activity at Harrison Place. Ms. Collora said that although the campus has been on semi-lockdown, that they have been moving forward with maintenance and repairs. She is looking for janitorial and maintenance help, so if anyone knows anyone who might be interested, have them contact Edla. The campus has continued to undergo a deep cleaning. One of Harrison's new tenants - Jerry Insurance will be bringing back 33 employees next month on a volunteer basis. Building 3 clean-up continues. There is one new tenant at Harrison – a carpenter, who's skills have already proved very useful.

- John Ottaviano/Brian Smith updated the board on the progress being made with Kearney Realty & Development Group. The sale continues to proceed well with a very tentative date of April 2021 to close. Working through an agreement to grant additional parking spaces on site at the campuses Walnut and Locust locations.
- A motion to allow 210 Walnut Street to sign a parking agreement with Kearney Realty & Development Group to utilize additional parking was made by Mr. Schrader, seconded by Mr. VanDeMark. Ayes, 9. Noes, 0. Carried

e). GLDC Program and Project Updates - The DRI Small Project Fund: Ms. Peck reminded the board that as part of the DRI, there are \$519,000 in grant funds for a Small Project Fund. This fund will be used for smaller projects, or properties in the target area that are important in the continuation of development in the city of Lockport, and in need of rehabilitation or redevelopment. Grants can range between \$10,000 and \$100,000, with a 50/50 dollar for dollar match requirement from the property owner. Eligible expenses include: interior and exterior renovations, new construction, creation of residential units and signage. Per Mayor Roman's suggestion, approximately 130 letters were sent to eligible property owners in the target area informing of them of the program at the end of June. Two press releases were also issued

to local media. The deadline for applications is today, July 30th at 4:00 pm and we have already received 15 applications totaling more than \$700,000 in requests with more on the way. It will be a very competitive program and difficult decisions will need to be made, but we have already seen some great projects turned in for downtown. Mr. Smith and Ms. Peck will take the next few weeks to review the applications and follow-up with property owners on any missing information. We will be contacting the committee in the weeks after that, who will score the applications and make recommendations for funding awards, which we hope to present to the board for approval at the September board meeting.

V. Adjourn Meeting: Moved by Mr. VanDeMark, seconded by Ms. Aul to adjourn the meeting. Ayes 9. Noes 0. Carried.

Next meeting: Thursday, August 27th, 2020.

Gary Bennett
Secretary