

GREATER LOCKPORT DEVELOPMENT CORPORATION
Minutes of Board of Directors Meeting

January 28th, 2021

The regular meeting of the Greater Lockport Development Corporation's Board of Directors was called to order at 8:03 a.m. via conference call. The following Directors were on the call and constituted a quorum:

Scott Cain	Franklin Knowles
Joan Aul	David VanSchoonhoven
Kathy DiMillo	Gary Bennett
Allan VanDeMark	Jackie Davis
Rick Abbott	

Excused: Mayor Michelle Roman

Staff: Brian Smith
Heather Peck

Others: John Ottaviano

I. Call Meeting to Order: Chairman Cain called the meeting to order at 8:03 am.

II. Minutes: The reading of the Board of Directors minutes of the December 17th, 2020 meeting were waived. *Moved by Mr. VanDeMark, seconded by Mr. Abbott, that the minutes be approved. Ayes, 9. Noes, 0. Carried.*

III. Treasurer's Report: The financial reports for December 2020 were presented. Mr. Smith reported the documents summarize the year-to-date P&L's for each entity (GLDC, Harrison/210 Walnut Street, and the LHDC) which gives a comprehensive look at the health of our family of organizations. While the GLDC is showing a negative NOI, this is buoyed by the other entities, mainly through the rental income of Harrison Place. Mr. Smith reported that there were no major changes this month, but the sale of the T Club will lead to some changes on the balance sheet next month – mainly, our 2021 cash flow will be positive. Harrison Place continues to do well, which is especially critical as a number of upcoming projects will require significant investment.

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

IV. Topics for Discussion:

a). Budget: Mr. Smith reviewed the proposed 2021 budget and included a 2021 Budget Narrative with the Board Packet. Many of the line items look similar to previous years, however one major difference is this will be our first year as an organization receiving \$50,000 in grant support from the Grigg Lewis Foundation to support the reorganization plan. As such, the salary line reflects an increase related to three new part-time LMS staff. Funding we will see in 2021 includes grants for: Kendzie's, the T Club, Harrison Place, and the DRI Small Project Fund, will just be "pass through" dollars. The (\$57,000) "Gain (Loss) on Sale" is made up of the actual (\$37,000) loss related to the sale of the T Club for \$205,000, and an additional (\$20,000) loss in anticipation of this being what we might see when 13 W. Main Street closes as well.

Moved by Mr. VanDeMark, seconded by Mr. Bennett to accept the GLDC's 2021 budget, as presented. Ayes, 9. Noes, 0. Carried.

b). Reorganization: Mr. Smith reported that we are very excited that the Grigg Lewis Foundation has provided the GLDC with a \$50,000 grant to fund the reorganization plan on a one-year trial basis. As part of this reorganization, the GLDC will be bringing on 3 new LMS part-time staff, whose salaries will largely be covered by that grant and the GLDC's annual contribution of \$17,500 to LMS. As such, Mr. Smith and Mr. Ottaviano have recommended that the GLDC enter into a one-year cooperation agreement with LMS. A draft of that agreement was included in the board packet.

Moved by Ms. DiMillo, seconded by Mr. VanDeMark for the GLDC to sign a one-year Cooperation Agreement with Lockport Main Street, upon final review by Corporation Council. Ayes, 9. Noes, 0. Carried.

c). Lighting Grant: Mr. Smith reported that we would like to take advantage of a grant opportunity that is being offered through NYSEG, whereby an entity can apply for grants of up to \$200,000 to enhance exterior accent lighting within a designated target area. The goal of the program is to help revitalize distressed business corridors and promote private investment. If we were successful in receiving funding, 50/50 matching grants would be made available to interested property owners. This grant application is a little different however, in that sample drawings/design plans are required to be included with the application, and therefore, there is a need for a design firm to help with design plans for the application. Mr. Smith communicated with multiple different firms regarding the project, but ultimately only one – Luminated Landscapes submitted a proposal. The proposal was included in the board packet for review.

Moved by Mr. Abbott, seconded by Mr. VanDeMark to accept the proposal as presented from Luminated Landscapes. Ayes, 9. Noes, 0. Carried.

d). LHDC Board Member: With the reorganization involving LMS, and the bringing on of Jessica Dittly as GLDC staff, Mr. Smith said that he and Ms. Dittly thought it best that she resign from the LHDC board, which has left a vacancy. As per the LHDC bylaws, the GLDC board must approve any new LHDC board members. Therefore, the LHDC board is recommending that the board consider Edward Sandell to fill Ms. Dittly's remaining one-year term.

Moved by Ms. DiMillo, seconded by Mr. Knowles that Mr. Sandell be appointed to the LHDC board for a one-year term. Ayes, 9. Noes, 0. Carried.

e). Property Updates:

1. **Harrison Place** – Mr. Smith informed the board that the Building 3 project continues to make progress.
2. **13 W. Main Street (Kendzies)** – Utilizing a \$300,000 grant, remediation has started.
3. **50 Elmwood** – Mr. Smith informed the board that a final project scope is still being developed.

f). DRI Small Project Fund: Ms. Peck reported that she and Timothy Arlington from Apex Consulting, who was hired as our Engineering Consultant, are working on securing the necessary approvals from various state agencies. Those projects with the greatest needs, mainly structural issues that need to be addressed right away are being prioritized first. We have two years to complete the projects. Some will be done in 2021 and some will be done in 2022.

g). New Board Members: Patrick Schrader's board term expiring in December 2020, leaves a vacancy on the board. In past years we have had a total of 13 total board members, which would leave three open

spots. Mr. Smith had asked for any recommendations from board members in an email. The personnel committee has met and put forth several names and asked Mr. Smith to reach out to these individuals to gauge interest in either committee and/or board positions. Mr. Smith informed the board that from those conversations, three new board members may be put forth for the board's approval at the February meeting. They are: Deanna Alterio-Brennan, Jody Chesko and Phil Jackson.

V. Adjourn Meeting: *Motion to adjourn the meeting was made by Mr. VanDeMark, seconded by Mr. Knowles. Ayes, 9. Noes, 0. Carried.*

Next meeting: Thursday, February 25th, 2021.

Kathy DiMillo,
Secretary