

GREATER LOCKPORT DEVELOPMENT CORPORATION
Minutes of Board of Directors Meeting

September 23rd, 2021

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

Scott Cain	Allan VanDeMark
Jackie Davis	Deanna Alterio-Brennen
Joan Aul	Phil Jackson
Franklin Knowles	

Excused: Kathy DiMillo, Rick Abbott, Jody Chesko, Gary Bennett, Michelle Roman, David VanSchoonhoven

Staff: Brian Smith
Heather Peck

Others: John Ottaviano

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

II. Minutes: The reading of the Board of Directors minutes of the August 26th, 2021 meeting were waived.

Moved by Ms. Davis, seconded by Mr. VanDeMark, that the minutes be approved. Ayes, 7, Noes, 0. Carried.

III. Treasurer's Report: The August 2021 financial report was presented. Mr. Smith referred the board to the monthly check register and pointed to the two \$10,000 checks - to Duquette and Company and Sylvia's as reimbursements for their grants for projects at 17 W. Main Street and 33 Pine Street, respectfully. \$6,715 to Apex is for Project Management related to the Small Project Fund. \$1,000 is our annual sponsorship of the Palace Theatre, \$3,150 is for legal fees, \$3,000 to Lumsden related to the audit, \$13,150 to LaBella as part of the Kendzie's remediation project. We also received a direct deposit for \$11,214 which is a reimbursement related to the Small Project Fund. As always, the Treasurer's Report was reviewed in detail by the Finance Committee prior to this meeting.

Moved by Mr. VanDeMark, seconded by Mr. Jackson, to approve the Treasurer's Report for filing with our accountant. Ayes, 7. Noes, 0. Carried.

IV. Topics for Discussion:

a). Small Project Fund: Ms. Peck updated the board on the status of the City of Lockport's DRI Small Project Fund. She reviewed requests for funding for four new projects with the board (summaries of each of these projects were sent to board members via email ahead of the board meeting). Ms. Peck reminded the board that after a few original projects that were awarded funding dropped out of the program, it freed up some limited funds for new (or existing) projects. We then reopened the program to the community and applications started coming in. The board approved 2 new projects at the May board meeting.

After reviewing the applications and conducting on-site interviews, the Grants Committee made the following recommendations for funding:

- Stooges Restaurant - 2 Pine Street: \$20,000
- SubDelicious - 5-15 Locust Street: \$10,000
- Casual Dragons - 136 Walnut Street: \$10,000
- Shamus Restaurant - 98 West Avenue: \$13,000

Special thanks to the Grants Committee for all the work that went into getting to this point.

Moved by Ms. Alterio-Brennan, seconded by Mr. VanDeMark, to approve the Grants Committee's recommendations for funding through the Small Project Fund, as presented. Ayes, 7. Noes, 0. Carried.

b). Program Updates:

1. Microenterprise Grant: Ms. Peck reiterated that she and Mr. Smith are very excited that the City of Lockport has been awarded a 5th round of Microenterprise funding. The grant is for \$300,000, which is the maximum amount of funding allotted for this program. The program will support new and existing businesses with fewer than five employees in the city. Grants will range between \$5,000 and \$20,000 and will require a 25% cash match. Staff has been very busy completing the necessary paperwork with the state – contracts, insurance, etc., which is pretty much complete now. We have also been working with Harrison Studios, who have been assisting us with completing the environmental requirements and paperwork associated with the grant. We have already been fielding quite a few calls from businesses that are interested in funding, which is really exciting. We are on target and anticipate officially launching the program in late October.
2. CARES Act: Mr. Smith updated the board that GLDC staff has submitted an application for funding made available through the federal CARES Act. The city applied for \$845,000 - \$500,000 for public facilities projects; \$300,000 for economic development funding in the form of grants for businesses with 6-25 employees; and \$45,000 for project delivery and administration. If awarded, the GLDC will administer the economic development portion, with a program that will be run similarly to the Microenterprise Program, except in one year, as opposed to two years. It will be a great way to provide support to a group of businesses that we normally are not able to offer support to.

c). Property Updates:

1. Harrison Place: Ken Kearney continues to make progress on the Building 3 project pursuing state housing tax credits. The project took a huge step forward last week when the City approved a PILOT for the project. Thank you to our board (and council) members Mayor Roman and Rick Abbott for helping move that forward. If anyone has questions on the PILOT, please contact Mr. Smith.

2. 50 Elmwood: The remediation plan is now complete and Benchmark is now seeking out proposals. Mr. Smith and Amy Fisk hope to have a recommendation for the board by the October meeting.
3. Kendzie's: The roof replacement project is finally underway. A reminder, that the cost for this \$200,000 project is being fronted by the developers, which is a great thing for the GLDC. After the roof is done, abatement can begin, which we expect to take approximately six weeks.

d). Insurance Agent RFQ/Economic Development RFP: After sending out a draft Insurance Agency RFQ, we received two responses from Evans Agency and Emerling, Floss and Murphy. Mr. Smith, Ms. Peck and Ms. Alterio-Brennan conducted interviews with both firms last week and we feel confident that both firms are qualified to meet the GLDC's needs. Mr. Smith would like to have a follow up discussion with some members of the board and will expect to make a recommendation at the October board meeting.

Mr. Smith informed the board at the last meeting that we are coming to the end of the third year of a 3-year contract with Harrison Studios, who was selected as the GLDC's Economic Development Consultant. As such, per board approval at the last meeting, he's putting an RFP together to send out and would like to make a recommendation for an ED consultant in December.

e). 2022 Planning: A reminder that January is our annual meeting. Please let Mr. Smith know if you have an interest in serving in an officer position, or on one of the committees. Also, if anyone has any suggestions for new board members, we would welcome those suggestions as well.

V. Adjourn Meeting: *Motion to adjourn the meeting was made by Mr. VanDeMark, seconded by Ms. Aul. Ayes, 7. Noes, 0. Carried.*

Next meeting: Thursday, October 28th, 2021.

Kathy DiMillo,
Secretary