

GREATER LOCKPORT DEVELOPMENT CORPORATION
Minutes of Board of Directors Meeting

October 28th, 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	Kathy DiMillo
Jackie Davis	Jody Chesko
Joan Aul	Phil Jackson
Franklin Knowles	

Excused: Rick Abbott, Gary Bennett, Michelle Roman, David VanSchoonhoven, Allan VanDeMark, Deanna Alterio-Brennen

Staff: Brian Smith
Heather Peck

Others: Tom Sy
Amy Fisk

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 September 23rd, 2021 meeting were waived.

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

III. Treasurer's Report: The September 2021 financial report was presented. As always, the Treasurer's Report was reviewed in detail by the Finance Committee prior to this meeting. Notable payments for the month included \$5,500 in our management payment to the City of Lockport (which covers Mr. Smith's salary spent on GLDC time), \$7,657.90 to the Harrison Studio, \$1,330.32 School Tax for Kendzie's, and all LaBella, Apex and Benchmark payments are related to Kendzie's, 50 Elmwood or the Small Project Fund projects. As previously stated, all of these expenses are reimbursable through various grants.

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

IV. Topics for Discussion:

a). 50 Elmwood Remediation: Mr. Smith welcomed Ms. Amy Fisk, who has been working with us on this project for a couple of years now on the assessment and now the remediation of this property. Ms. Fisk updated the board on the progress. She said they have been working with Benchmark Engineering and an RFP for remediation services was sent out and that seven proposals were received. After reviewing those proposals, Ms. Fisk said that she, Mr. Smith and representatives from Benchmark all agreed that the lowest bidder, Mark Cerrone Inc. satisfied all the grant requirements and would do the work required to put the property in a usable condition for next steps and therefore, they are recommending that the board accept the proposal from Mark Cerrone Inc. to do the work. (Board members were sent the proposal for review prior to the board meeting). Mr. Smith said he is hopeful that this will be a 2022 project, and

thanked Ms. Fisk for all her hard work on this project, and the many other projects she has assisted the GLDC with.

Moved by Ms. Aul, seconded by Ms. Davis, that the proposal from Mark Cerrone Inc. be accepted to do the remediation work for the property at 50 Elmwood. Ayes, 7, Noes, 0. Carried.

b). Insurance RFQ: Mr. Smith reminded the board that after sending out a draft Insurance Agency RFQ, the GLDC received two responses from Evans Agency and Emerling, Floss and Murphy. Mr. Smith, Ms. Peck and Ms. Alterio-Brennan conducted interviews with both firms and after having a follow up meeting with a small group of committee members, we are recommending that the board accept the proposal from Emerling, Floss and Murphy to handle the insurance needs of the GLDC and its subsidiaries. (Board members were sent both proposals to review prior to the board meeting).

Moved by Ms. Aul, seconded by Mr. Jackson, that the proposal from Emerling, Floss and Murphy be accepted to be act the new insurance agent for the GLDC and its subsidiaries. Ayes, 7, Noes, 0. Carried.

c). Lockport Business Association: Mr. Smith welcomes Tom Sy, who is the Town of Lockport Coordinator of Economic Development, and the new Chairman of the Lockport Business Association. Mr. Sy gave the board an update on the new direction the organization is taking, which is changing from more of an event-focus in the past to a focus on more business development and education. He provided the LBA membership flier, which contains the LBA's mission, "To attract, promote and enhance business development in the Greater Lockport Community." He also informed the board of recent educational seminars the organization had offered as well as an upcoming in-person networking event that the LBA will host at the Palace in early winter. Mr. Smith thanked Mr. Sy for the great information and informed the board that in addition to the reorganization efforts that the GLDC, LMS and the LHDC are undergoing, they have been meeting with Mr. Sy in an attempt to find ways to work more collaborative with both the Town and the LBA.

d). Programs:

1. Small Project Fund: Ms. Peck updated the board on the status of the City of Lockport's DRI Small Project Fund. She reminded the board that the following four new projects were recommended for approval at the September board meeting.

- 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

The property owners have all been informed that they have received that grant and have been sent paperwork confirming their commitment if they wish to participate in the program. All four have signed and returned that paperwork. Next steps will include meeting with our Project Manager Tim Arlington to help get a better handle on the scope of work for each project, get contractor bids, conduct environmental reviews and start the state approval processes. Of our existing projects, one project, located at 7 Charles Street is set to begin construction on a new roof in two to three weeks. We expect the rest of the projects will begin construction this spring. Special thanks again to the Grants Committee for all their hard work.

2. 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 5 employees in the city. Grants will range between \$5,000 and \$20,000 and will require a 25% cash match. Staff now completed the necessary paperwork with the state – contracts, insurance, etc., along with the environmental requirements. We are just waiting for the official “release of funds,” from the state to launch the program, which we expect any day. We have already been fielding quite a few calls from businesses that are interested in funding, which is really exciting.

3. CARES Act: Ms. Peck updated the board that the city’s application for funding through the federal CARES Act for \$845,000 was approved. Of the \$845,000, \$500,000 will be used 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. 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. This will be a great way to provide support to a group of businesses that we normally are not able to offer support to and we look forward to officially launching the program around the first of the year.

e). Property Updates:

1. Harrison Place: Ken Kearney continues to make progress on the Building 3 project pursuing state housing tax credits. The project is moving full steam ahead and we’re hoping for a Spring 2022 closing.
2. Kenzies: The roof replacement project complete – huge win for the building. A reminder, that the cost for this \$200,000 project is being fronted by the developers, which is a great thing for the GLDC. Now that the roof is done, abatement is underway, which we expect to take approximately six weeks.

f). Call for Board Members:

Mr. Smith informed the board that we are looking to fill a couple of board seats, so if anyone knows of anyone that would be a good fit, to please let us know.

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

Next meeting: Thursday, December 7th, 2021

Kathy DiMillo,
Secretary