

**GREATER LOCKPORT DEVELOPMENT CORPORATION**  
**Minutes of April Board Meeting**  
**June 23rd, 2022**

The regular meeting of the Greater Lockport Development Corporation's Board of Directors was called to order at 8:00 a.m. at the Dale Association (33 Ontario Street, Lockport). The following Directors were present and constituted a quorum:

Deanna Alterio-Brennen	Kathy DiMillo
Phil Jackson	Steve Jerz
Franklin Knowles	Jennifer Murphy
Allan VanDeMark	

Excused: Gary Bennett, Jody Chesko, Jackie Davis, Gina Pasceri, Mayor Michelle Roman

Staff: Brian Smith, Heather Peck

Others: Brian Hutchison, Corporation Counsel

**I. Call Meeting to Order:** Vice Chairman Kathy DiMillo called the meeting to order at 8:00 am.

**II. Minutes:** The reading of the Board of Directors minutes of the May 23rd, 2022 meeting were waived.

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

**III. Treasurer's Report:** The May 2022 financial report was presented. As always, the Treasurer's Report was reviewed in detail by the Finance Committee prior to this meeting. For May 2022, the most notable payments were to 98 West Ave (Shamus) and Julie Muscato Interiors, which were both related to DRI small project fund projects being completed and the GLDC passing through the grant funds to the property owners. The corresponding deposits from the state for those projects are also listed on the checking account check register. The payment for 13 W Main is reflected in the savings account, and was split into 3 checks for \$47,779.46, \$44,431.46 and \$8,000.00, totaling \$100,210.92.

*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). Microenterprise – Ms. Peck updated the board on the status of the city's Microenterprise Grant Program. The City was awarded - \$300,000 and the GLDC launched this program in November of 2021. Thus far, we have received 6 applications. Contracts have been executed with the first 3 of the awardees approved in March and they are proceeding with their projects. The Grants Committee conducted on-site interviews and scored applications for 3 new applicants.

*The Grants Committee made the following recommendations:*

- **Terroir General Store (start-up) – 10 Market Street: Grant Award: \$20,000.** Artisan grocer providing unique, local products, along with a small cafe and catering services. Funds would be used to purchase food production and storage equipment, inventory, supplies and for working capital.

- **Motherland Art Studio (start-up) – 17 West Main Street: Grant Award: \$20,000.** Two-story, now fully renovated historical building now houses an apothecary, a studio for commercial design and illustration services, space for events/classes/instruction and an apartment. Funds would be used to provide the finishing touches for the property and start-up costs for the apothecary. Specifically, to purchase inventory, for working capital, equipment, signage, furniture and fixtures.
- **Baby Ribs: (existing business) – 135 Charlotte Street: Grant Award: \$20,000.** Quick service restaurant specializing in BBQ. Funds would be used to purchase inventory, for working capital, and to purchase chairs and a tent for outdoor seating at the location.

*Moved by Mr. VanDeMark, seconded by Mr. Knowles, to accept the Grants Committees recommendation for 3 Microenterprise Awards as presented. (Ayes, 7. Noes, 0).*

b) Small Business Restoration Fund: Mr. Smith updated the board on the status of the City of Lockport’s Small Business Restoration Fund. The City of Lockport has been awarded an \$845,000 grant through the federal CARES (Coronavirus Aid, Relief, and Economic Security Act). Of the \$845,000 grant - \$500,000 will be used for public facilities projects; \$300,000 will be used for economic development funding in the form of grants for businesses with fewer than 25 employees; and \$45,000 will be used for project delivery and administration. Deadline for applications was May 20<sup>th</sup>. We then extended that deadline another week and reached out to any and all applicants who inquired about the fund. We received 7 applications, which were reviewed with the help of our friends at Harrison Studios. The Grants Committee also reviewed and discussed the applicants during their last meeting.

Eligible uses of grant funds must fall into one of the following categories:

- Expenses related to reopening or altering operations,
- Payroll to bring back staff or increase staff hours,
- Inventory to assist with reopening or altered operations,
- Working capital to assist with cash flow disruptions as a result of the pandemic,
- Equipment or supplies such as PPE to support customer and staff safety,
- New furniture or fixtures to guide social distancing, allow or expand outdoor dining, and safely increase capacity,
- Marketing to announce reopening and/or altered operations.

***The Grants Committee is making the following recommendation: That the \$300,000 be evenly split among all applicants.***

Applicants are:

- American Concrete – 500 Richfield Street
- Beacon Recovery – 46 Pine Street
- Brown Tax & Accounting – 197 East Avenue
- Hot Corner Athletics – 1051 Lincoln Avenue
- Legacy Hospitality – 515 S. Transit Street
- Scripts Café – 2 East Avenue
- Timkey Enterprises – 301 Walnut Street

*Moved by Mr. VanDeMark, seconded by Mr. Knowles, to accept the Grants Committees recommendation for Small Business Restoration Funds as presented. (Ayes, 7. Noes, 0).*

c). Small Project Fund: Ms. Peck updated the board on the status of the City's Small Project Fund. There has been, and will be, lots of activity around the city as we enter the busy construction season.

**Projects Complete:**

- 12 Grain Studios (17 West Main Street) - façade renovation.
- Sylvia's Dance Studios (33 Pine Street) – partial roof replacement.
- Lake Effect Warehouse (149 Niagara Street) – complete roof replacement.
- Muscato Home & Gifts (1 Walnut Street) – interior renovations including new lighting, cabinetry, and flooring.
- Shamus Restaurant (98 West Avenue) – interior renovations including new glass front door, renovations to upper level.
- Donna Eick's building (7 Charles Street) – partial roof replacement.

**Projects Under Construction:**

- Clinton Building (One Main Street) – façade renovations, stone replacement, new awnings
- Palace Theatre (2 East Avenue) – upgrade of electrical systems to accommodate new equipment & technology needs.
- Former Moose Lodge (4 Lock Street) – exterior façade renovation.

**Scheduled for Construction this Summer/Fall:**

- Papa Leo's (36 Main Street) – new HVAC system
- Casual Dragons Games (236 Walnut Street) – new flooring and carpeting
- Bewley Building (10 Market Street) – upgrade of four restrooms.
- Kendzie's (13 West Main Street) – exterior façade renovation.
- Gould's Flowers & Gifts – exterior façade renovation.
- ECDC (24 Church Street) – new signage, exterior roof & brick repair
- Harrison Place (190 Walnut Street) – exterior brick repair on Building 4
- SubDelicious (5-15 Locust Street) – replacement windows
- Old City Hall (2 Pine Street) – interior upgrades to basement and 2<sup>nd</sup> floor restaurant.

d). New York Main Street: Mr. Smith reminded the board that the GLDC sent out a request for projects from City of Lockport commercial property owners who might be interested in pursuing a renovation project utilizing New York State grant funds.

- The purpose was to allow for a more open, fair, and public project selection process, so that everyone has an opportunity to have their project considered.
- The goal is to begin to develop a list and prioritize potential projects to select from as various grant opportunities become available through the state.
- RFP's were due in by June 17<sup>th</sup>. We received 3 proposals on behalf of the former YMCA building (19 East Ave), the F&M Building (116 Main Street), and the Bewley Building (corner of Main & Market Streets).
- The New York Main Street Grant provided an opportunity to submit on behalf a downtown anchor project).
- Next step is to review all 3 proposals to see which project aligns most with the New York Main Street Program's goals in order to create the most competitive application, which is due in July 29<sup>th</sup>.
- As part of the requirements for the application, need a resolution supporting the application.

*Moved by Ms. Alterio-Brennen, seconded by Mr. Jackson, authorizing GLDC staff to submit an up to \$500,000 New York Main Street grant application through NYS Housing & Community renewal on behalf of a downtown anchor/stabilization project. (Ayes, 7. Noes, 0).*

e). Strategic Planning Surveys: Mr. Smith reviewed a strategic planning survey about the GLDC that was included in the board packet. Board members are encouraged to complete the survey anonymously and return it by 6/30/22.

f). 50 Elmwood: Mr. Smith discussed the status of the 50 Elmwood project with the city. The city would like the GLDC Chairman and not President/CEO to sign the agreement documents at the end of the month. After that, this should remove the deed restriction and transfer the property, which will move the Aaron Mossell playground project forward.

g). Skate Park: Mr. Smith and Mr. Hutchinson updated the board on the status of the Skate Park project. The GLDC has reached out to the city and to Grindline and communicated our desire to enter into an agreement with Grindline for a Design/Build of the park to move the project forward. There isn't anything formally executed yet, but there is a meeting with the city on the project next week. Mr. Hutchinson has been communicating the GLDC's requirement to be indemnified as part of that agreement, and to have the funds raised by Lockport Community Services transferred to us to cover all upfront costs. There will be an advisory committee formed to oversee the project made up of representatives from the city, GLDC, Lockport Community Services, etc.

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

**Next meeting: Thursday, July 28th, 2022**

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Jackie Davis,  
Secretary