

GREATER LOCKPORT DEVELOPMENT CORPORATION
Minutes of May Board Meeting
May 25th, 2023

The regular meeting of the Greater Lockport Development Corporation's Board of Directors was called to order at 8:05 a.m. at the Dale Association – 33 Ontario Street. The following Directors were present and constituted a quorum:

Gary Bennett	Jody Chesko
Kathy DiMillo	Phil Jackson
Steve Jerz	Jennifer Murphy
Ellen Schratz (via phone)	

Excused: Deanna Alterio-Brennen, Maggie Luppo, Franklin Knowles, Mayor Michelle Roman, David VanSchoonhoven

Staff: Brian Smith
Heather Peck
Others: Brian Hutchinson, Corporation Council
Grace Platt, Lockport Main Street, Inc.

I. Call Meeting to Order: Chairman Gary called the meeting to order at 8:05 am.

II. Minutes: The reading of the Board of Directors minutes of the April 27th, 2023 meeting were waived. *Moved by Mr. Jackson, seconded by Mr. Jerz, that the minutes be approved. (Ayes, 7, Noes, 0). Carried.*

III. Treasurer's Report: The April 2023 financial report was presented. Notable payments include many passthrough payments to various grant awardees from CARES Act and Small Project Funding. Passthrough funds were issued to Gould's Flowers for their façade project as part of the Small Project Fund and Brown Tax & Consulting as part of the CARES Act. Additionally, a \$5,000 payment was made to Lockport Main Street, which is an annual contribution budgeted as part of the Bed Tax Funding. As we receive more grant reimbursements, we will continue to see funds paid to the GLDC related to admin and program delivery, which are the GLDC's to keep for reimbursement on staff time and other program related expenses especially as we approach the end of these programs in this fiscal year.

Moved by Ms. DiMillo, seconded by Ms. Chesko, to approve the Treasurer's Report for filing with our accountant. (Ayes, 7. Noes, 0). Carried.

IV. Topics for Discussion:

a). 13 West Main Street Agreement – Board members reviewed prior to the meeting a loan agreement drafted between the GLDC and Twisted Locks Brewing Company, which is renovated 13 West Main Street. The City of Lockport received CDBG funding to provide financing to Twisted Locks to support the development of a brewpub, restaurant and game venue. The agreement outlines the terms of the funding, which is part grant and part loan. At the recommendation of the Finance Committee, who reviewed the agreement at several Finance Committee Meetings, it was:

Moved by Ms. DiMillo, seconded by Mr. Jerz, to authorize the President/CEO to sign the agreement on behalf of the GLDC. (Ayes, 7. Noes, 0). Carried.

b). Bookkeeping – Ms. Peck noted that the GLDC was in receipt of a letter from PRP Financials, our current bookkeeper, who advised of a rate increase which will go into effect September 1, 2023 and then again on January 1, 2024. The board approved of Ms. Peck’s recommendation to issue an RFP for bookkeeping services.

c). Program Update - Ms. Peck provided the board with the following program update.

1. Microenterprise Grant: City of Lockport awarded - \$300,000. The GLDC launched this program in November of 2021. We have submitted three disbursement requests. Awardees include:

- Allstate Brewer Agency
- B&D’s Bagels – 21 Main Street
- Baby Ribs – 135 Charlotte Street
- Jen’s Catering – 179 East Avenue
- JT’s Fitness – 30 Pine Street
- Motherland Art Studio – 17 West Main Street
- Terroir General Store – 10 Market Street
- Donna Eick Catering – 7 Charles Street
- Moniques LLC – 150 Washburn Street
- Tiffany's Salon – 425 Davison Road
- Truly Organic Hair – 343 Walnut Street

There will be \$61,000 left in the fund after these awards are made. We have submitted a request to the state until December 15th, 2023 so that we can utilize the remaining funds and we are waiting to hear back.

2. DRI Small Project Fund: We have informally requested an extension to the end of this year on this program until to allow the remaining projects to complete construction and utilize remaining funding. Unfortunately, we have had two previously approved projects (Stooges Restaurant – 2 Pine Street and 58 Main Street) withdraw from the program in April. This leaves us with approximately \$85,000 left in the fund.

Per the state’s suggestion, we have offered additional grant money to those projects currently under construction, which we believe a few of the remaining projects will utilize, but we will still have a substantial fund balance remaining. The Grants Committee has been made aware that the state has presented us with two options for the remainder of the funds: 1. Reopen the program back up to the community and accept new applications for new projects. 2. Review previously submitted applications who were not awarded full funding and complete a larger project. We are recommending option #2 in the interest of time. After looking at all the applications, we are considering an additional project at Harrison Place, who has the capacity to do additional work and come up with a 50% cash match.

Projects Complete:

- Bewley Building (10 Market Street) – upgrade of four restrooms.
- Gould’s Flowers & Gifts (83 Locust Street) – exterior façade renovation.
- Former Moose Lodge (4 Lock Street) – exterior façade renovation.
- Casual Dragons Games (236 Walnut Street) – new flooring and carpeting
- Clinton Building (One Main Street) – façade renovations, stone replacement, new awnings
- Harrison Place – (190 Walnut) exterior brick repair on Building 4
- Palace Theatre (2 East Avenue) – upgrade of electrical systems to accommodate new equipment & technology needs.
- Papa Leo’s (36 Main Street) – new HVAC system
- Donna Eick’s building (7 Charles Street) – partial roof replacement.

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

Projects Under Construction:

- ECDC (24 Church Street) – new signage, exterior roof & brick repair
- Kendzie’s (13 West Main Street) – exterior façade renovation.

Scheduled for Construction:

- SubDelicious (15-19 Locust Street) – signage/awnings
- Old City Hall – (2 Pine Street) - structural improvements to basement space.

3. Lockport Small Business Restoration Fund: 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 20th. We received 7 applications, and the Grants Committee made the recommendation (which the board approved) at the June meeting to split the \$300,000 of available grant funding equally among all the eligible applicants. The applicants are moving forward with their projects, and we have submitted 5 disbursement requests to the state thus far.

Awardees 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

4. Pending Grant Applications:

- **Round 7 Restore NY funding** – On January 27th, we submitted a \$2 million request on behalf of the F&M building. We just received word from the state on Monday that the application has been fully funded. Hooray!

d). Harrison Place – Ms. Peck and Mr. Smith provided an update on Harrison Place, specifically, that it is the hope of Kearney Realty and the GLDC that Building 3 will close in September, we anticipate it will probably be more like December 2023. But, they have assigned an underwriter to that the project, which is a positive step in the right direction.

e). Personnel – With this being Mr. Smith’s last day, the board and staff wished him well. Mr. Smith thanked the board and spoke about his major accomplishments over the years and talked about the future of Lockport and the GLDC and the promising new projects on the horizon. Mr. Smith leaving also leaves a vacancy with the GLDC and the City of Lockport, and Ms. Peck talked about her being asked by the mayor to take over the City of Lockport Director of Planning & Development position, which she has agreed to do on a provisional basis to see if the position is a good fit for her and she a good fit for it. Mr.

Bennett and Ms. Peck also discussed taking over the position of GLDC President/CEO, which Ms. Peck was also amendable to, if the board was supportive of this decision.

After a short discussion, it was,

Moved by Ms. Murphy, seconded by Ms. Chesko, to appoint Heather B. Peck as President/CEO of the GLDC, effective immediately. (Ayes, 7. Noes, 0). Carried.

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

Next meeting: Thursday, June 29th at 8:00 am at the Dale Association.

Deanna Alterio-Brennen

Deanna Alterio-Brennen,
Secretary