

**GREATER LOCKPORT DEVELOPMENT CORPORATION**  
**Minutes of March Board Meeting**  
**March 23rd, 2023**

The regular meeting of the Greater Lockport Development Corporation's Board of Directors was called to order at 8:05 a.m. via Zoom. The following Directors were present and constituted a quorum:

Deanna Alterio-Brennen	Gary Bennett
Jody Chesko	Kathy DiMillo
Phil Jackson	Steve Jerz
Franklin Knowles	Jennifer Murphy

Excused: Mayor Michelle Roman, David VanSchoonhoven

Staff: Brian Smith  
Heather Peck

Others:

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

**II. Minutes:** The reading of the Board of Directors minutes of the January 26<sup>th</sup>, 2023 meeting were waived.

*Moved by Ms. Alterio-Brennen, seconded by Ms. Murphy, that the minutes be approved. Ayes, 8, Noes, 0. Carried.*

**III. Treasurer's Report:** The January 2023 and February 2023 financial reports were presented. The most notable payment in January was the \$15,428 payment to Grindline related to the Skate Park. The other notable item was that we received and deposited the \$50,000 grant from the Grigg Lewis Foundation. We also received a \$13,500 reimbursement from the state for the small project fund for a project that took place at Casual Dragons Games. The most notable payment in February was a \$12,000 payment to Casual Dragons Games, passthrough funding for the Small Project Fund. We also received our first bed tax payment of the year - \$5,906.73 for Q4 of 2022.

*Moved by Mr. Knowles, seconded by Ms. Murphy, to approve the Treasurer's Report for filing with our accountant. (Ayes, 8. Noes, 0). Carried.*

**IV. Topics for Discussion:**

a). 2022 Annual Audit – Mr. Smith presented the board with the 2022 Draft Annual Audit, which was conducted by Lumsden McCormick. Mr. Smith said once again, it was a clean audit, but pointed out that the GLDC because of the small size of the organization continues to have the same concern sighted each year, which involves the adequate segregation of duties. Mr. Smith noted that due to this, it remains critical to continue to have the board involved in all financial operations of the Corporation. He further noted that the Audit Committee met and thoroughly reviewed the document and the committee is recommending that the audit be approved by the board.

*Moved by Ms. DiMillo, seconded by Ms. Alterio-Brennen, to approve the 2022 GLDC Annual Audit. (Ayes, 8. Noes, 0). Carried.*

b). Lock Tenders Tribute Support – As part of the funding that supported the Lock Tender Tribute, the LHDC secured a Niagara River Greenway grant through Niagara County. As the LHDC is a

subsidiary of the GLDC, the county has asked the GLDC to pass a resolution stating that in the very unlikely event that LHDC cannot fulfill their financial obligations to the project, that the GLDC will meet those obligations.

*Moved by Mr. Jerz, seconded by Mr. Knowles, that the GLDC agrees to meet all financial obligations to complete and maintain the Lock Tender Tribute Monument via the Niagara River Greenway Grant should the LHDC fail to meet those obligations. (Ayes, 8. Noes, 0). Carried.*

c). New Board Members – Prior to the meeting, the board was sent the resumes of two potential new board members – Maggie Luppó and Ellen Schratz. Mr. Smith noted that the Personnel Committee had met and had also reviewed their resumes and is recommending them to serve on the board.

*Moved by Ms. Alterio-Brennen, seconded by Ms. DiMillo, to approve Maggie Luppó and Ellen Schratz as new GLDC board members. (Ayes, 8. Noes, 0). Carried.*

d). Program Updates – Ms. Peck presented 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 approximately \$133,000 left in the fund to give away. Contracts have been executed with seven of the awardees and they are proceeding with their projects. Five have submitted receipts for reimbursement, with the other two submitting receipts. Awardees include:

- Allstate Brewer Agency – 21 Main Street
- 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

Also had 5 new applicants submit applications by the March 10<sup>th</sup> deadline. Their applications are under review and we will be scheduling interviews with the Grants Committee the week of April 10<sup>th</sup>.

**2. DRI Small Project Fund:** We have requested and received a 6-month extension (through June 30<sup>th</sup>, 2023) on this program to allow the remaining projects to complete construction.

**Projects Complete:**

- 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:**

- Bewley Building (10 Market Street) – upgrade of four restrooms.
- 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) interior restaurant expansion, 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 20<sup>th</sup>. 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 4 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 27<sup>th</sup>, we submitted a \$2 million request on behalf of the F&M building.
- **Appropriation request to Congresswoman Claudia Tenney** for the full rehabilitation of the Flight of Five.

e). April Meeting Details – Mr. Smith stated that the April 27<sup>th</sup> meeting will be held at Harrison Place.

**V. Adjourn Meeting:** *Motion to adjourn the meeting was made by Ms. Alterio-Brennen, seconded by Ms. Murphy. (Ayes, 8. Noes, 0). Carried.*

**Next meeting: Thursday, April 27th, 2023 at Harrison Place.**

*Deanna Alterio-Brennen*

Deanna Alterio-Brennen,  
Secretary