

**GREATER LOCKPORT DEVELOPMENT CORPORATION**  
**Minutes of December 4, 2025 Board Meeting**



The regular meeting of the Greater Lockport Development Corporation's Board of Directors was called to order at 8:02 a.m. at the Harrison Studios Conference Room – 160 Washburn Street, 2<sup>nd</sup> Floor. The following Directors were present and constituted a quorum:

Maggie Lupo	Becky Burns	Phil Jackson
Kevin McDonough	Kathy Sparks-DiMillo	Steve Jerz
Jody Chesko	Deanna Alterio-Brennan	Ellen Schratz (Zoom)

Excused: Mayor John Lombardi, Jennifer Murphy, Brian Hutchison

Staff: Vicki Smith, Deb Coulter

Guests: David Kinyon

- I. **Call Meeting to Order:** Kathy Sparks-DiMillo called the meeting to order at 8:02 a.m.
- II. **Minutes:** The reading of the Board of Directors minutes of the October 23, 2025 meeting was waived.  
*Moved by Jody Chesko, seconded by Steve Jerz, that the minutes be approved. (Ayes, 9. Noes, 0). Carried.*
- III. **Treasurer's Report:**  
The October Treasurer's Report was reviewed in detail by the Finance Committee prior to this meeting. The Consolidated Balance Sheet and P & L Snapshots accurately reflect the general current assets, liabilities, income, and expenses of the GLDC and its subsidiaries.

**The following narrative covers the financials for October:**

**Monthly Journal**

In October, notable checks are \$25,000 to Stacey Secor for Stacey Austin Acupuncture and \$25,000 to Anthony Cocca for Prestige Paving & Sealing for Microenterprise disbursements. As for deposits, we transferred Microenterprise funds of \$50,000 from the savings to the checking to disburse to Stacey Austin Acupuncture and Prestige Paving & Sealing. We also received a loan payment from Big Ditch for \$6,758.86, 210 Walnut for \$2,161.16, and 13 W Main for \$950.02.

**The Balance Sheet**

Accounts receivables is down due to receiving interest payments from 210 Walnut and 13 W Main and principle & interest payment from Big Ditch. We also received payment from LMS to cover salaries. Interest receivables stayed the same. Accounts payables are up due to invoice received from Harrison Studio for microenterprise grant administration.

**P&L**

Expenses to note: Salaries, October will be the last time we pay for the Visitor Center salaries for 2025. Internet service will continue for the Visitor Center. We are showing a loss of \$70,155.04 for October. If we factor out the \$74,600 which is the Microenterprise Grant billing for the City of Lockport we would have had a surplus of \$4,444.96

**Statement of Cash Flows**

Cash this month shows an increase.

## **Harrison Place**

- 69 units occupied and 28 vacant for October. Rentable units 97.
- Total Income for October was \$107,583k with total expenses at \$43.5K with a Net gain of \$64k.
- Balance sheet – Cash position healthy. Total Assets, Liabilities, and Capital little changed since September.
- Tenant rent was increased in October.

*Motion to accept the Treasurer's Report moved by Deanna Alterio-Brennen, seconded by Becky Burns. (Ayes, 9. Noes, 0). Carried.*

## **IV. Topics for Discussion:**

### **A) Dave Kinyon – LHDC Presentation**

- Dave updated the board concerning the distribution of "America's Stairway" documentary through PBS, which will be available for schools nationwide and will help promote Lockport as a tourist destination. He highlighted the need to capitalize on the documentary's distribution and the need to form an impact marketing committee.
- Dave updated the board on the progress and funding of the Phase 3 project for the rehabilitation of locks 69 and 70, highlighting the need to match state grants with federal funding. He emphasized the importance of starting the permitting process and construction preparations, as the window for work is now, with the canal water slowly receding. If the million-dollar federal funds is not secured by early spring, the project may be delayed, and the funds already invested may be lost.
- Dave presented the 2026 budget and 2026 work plan for the Lockport Locks Heritage District Corporation.
- LHDC Board of Directors recommended Steve Cotton, Jeff Degnan, John McKee, and Kathy Prucha as board members for three year terms beginning January 1, 2026.

*Motion to accept the four recommended LHDC board members, 2026 budget and 2026 work plan moved by Jody Chesko, seconded by Deanna Alterio-Brennen. (Ayes, 9. Noes, 0). Carried.*

### **B) Program/Marketing Update**

- Amanda Henning has been hired as a part time Grant Manager and will work approximately 10 hours a week.
- Brittnee Miller, Lockport Main Street staff, will be assisting us with marketing efforts including updating the GLDC Facebook page.

- Vicki provided updates on several development projects, including 13 West Main, which is expected to open in January, and the Tuscarora Club, where progress was inspected by ESD and New York State representatives.
- Vicki shared positive news about Advanced Energy extending their lease until December 2026 and their willingness to consolidate to the first floor if another tenant is found for the second floor.

**C) “Greater Lockport Business Association”**

- Vicki outlined plans for a new Business Association committee, which will hold events every other month alternating between Linda DiLorenzo's Lockport networking events. The committee will meet after the holidays to coordinate and plan a kickoff event.

**D) Microenterprise Grant Disbursement Updates**

- Insight Tech Solutions' \$8,100 grant application was approved by the microenterprise committee.

*Motion to approve Insight Tech Solutions moved by Kevin McDonough, seconded by Deanna Alterio-Brennan (Ayes, 9, Noes, 0) Carried.*

- Invited board members to the following check presentation:
  - Be Strong – date TBD, will send board invite.

**E) Pathstone Public Forum**

- 7:00 p.m. of Wednesday, December 17<sup>th</sup> at Palace Theatre
  - Discussed the need to present a positive image of the project, emphasizing the importance of addressing misinformation and ensuring that the presentation aligns with the project's goals.

**F) Harrison Place**

- Proposed creating a task force for Harrison management.
  - Will start to seek appropriate meeting times in January and February.
- Next committee meeting January 15, 2026 at 10:00 AM.

**V. Adjourn Meeting:** The meeting adjourned at 9:26 a.m.

*Motion to adjourn the meeting moved by Steve Jerz, seconded by Kevin McDonough. (Ayes, 9. Noes, 0). Carried.*

**Next meeting:** Thursday, January 29, at 8:00 am at the Harrison Studio Conference Room.

*Deanna Alterio Brennan*

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Deanna Alterio-Brennen, Secretary