

BATAVIA DEVELOPMENT CORPORATION
Meeting Minutes – March 22, 2017
No February 2017 Meeting

ATTENDEES: Pier Cipollone, Peter Casey, Barb Shine, Kathy Ferrara, Jay Sackett, Wesley Bedford, Steve Pies, Jason Molino and Julie Pacatte (staff)

EXCUSED: Mary Valle and Kevin DeMars

7:36am Call to order by Pier Cipollone

MOTION to approve the January 4th and January 25th meeting minutes as distributed.

Barb Shine 2nd Steve Pies vote: carried

COMMITTEE REPORTS

Governance: Code of Conduct policy to be drafted, recruiting additional committee members

Finance/Audit: Year-to-date budget review, directive to circulate RFP for audit services

Marketing: START-UP Genesee a resounding success at freshLAB, Pier had cordial meeting with The Daily News publisher, should convene a Marketing cmte meeting – Mary, Kathy & Susie

Small Business: USDA – reimbursement submitted, report attached, extension request/report in process
Microenterprise – successful close-out, all cash received and distributed
Loan App – Hearth & Soul

BOA:
Ellicott Station: Santy's environmental next steps, recommendation to submit Brownfield Clean-up Program application, will confirm with developer that the BDC will take the lead and reimbursable by the Development Agreement

MOTION to request written proposal from LaBella Associates in order to prepare application to enter 56-70 Ellicott Street into the NYS DEC Brownfield Clean-up Program.

Peter Casey 2nd Kathy Ferrara vote: carried

UMMC/YMCA: developer interest, prepping the capital campaign potential to help shape the project
Creek Park: newly adopted City budget enables the BDC to advance the environmental and land assembly efforts, Board consensus to hold to avoid overextending the BDC
Harvester: grant reimbursement request submitted to be paid out to Mancuso, developer engaged in productive discussions
City Centre: no discussion

8:40am Peter and Jay exit

8:42am Jennifer Petry and Siobhan Larking, Hearth & Soul present business plan. They have worked with the SBDC and met with the BDC Small Biz Cmte twice sending periodic updates. See material distributed.

MOTION to conditionally approve a \$30,000 small business loan requesting real estate and additional personal guarantee as collateral.

Barb Shine 2nd Jason Molino vote: YES – Barb, Jason, Wesley, Steve, Kathy
NO – Pier

9:24am Barb exit, quorum ended

9:43am Meeting adjourned

Ellicott Station LLC MEETING
March 22, 2017
No Quorum