

**BATAVIA DEVELOPMENT CORPORATION**  
**Meeting Minutes – April 27, 2016**

ATTENDEES: Ray Chaya, Mary Valle, Pier Cipollone, Jason Molino, Jay Sackett, Susie Boyce, Kathy Ferrara and Julie Pacatte (staff)

EXCUSED: Barb Shine, Steve Pies and Peter Casey

7:35am Call to order by Ray Chaya

MOTION to approve the February 2016 meeting minutes as distributed.

Jason Molino 2<sup>nd</sup> Pier Cipollone vote: carried, Susie Boyce and Mary Valle were absent at Feb 2016 meeting

MOTION to approve the March 14, 2016 meeting minutes as distributed.

Pier Cipollone 2<sup>nd</sup> Mary Valle vote: carried

MOTION to approve the March 23, 2016 meeting minutes correcting the Carter's Restaurant loan approval to reflect Mary Valle as a vote in favor.

Jason Molino 2<sup>nd</sup> Pier Cipollone vote: carried

**COMMITTEE REPORTS**

**Governance:** Board recruitment is important as long-standing executive committee member terms will expire the end of the year. Candidates should be considered and recruited all year ready to transition into a position January 2017.

**Finance/Audit:** Distributed year-to-date revenue and expenses reflecting year-end totals and discussion. Freed Maxick will conduct the annual financial audit slated for May 4-6, 2016.

**Marketing:** The micro-enterprise Get Underway program promotion encouraging attendance for the GCC 5 week course to commence in June. Press release and direct mail planned.

**Small Business:**

USDA freshLAB – contracts under review

MOTION to authorize the BDC president to negotiate and execute the final Agent Agreement and Equipment Lease Agreement.

Jason Molino 2<sup>nd</sup> Mary Valle vote: carried

Microenterprise – marketing to start and more reimbursements to be requested.

Loan Application – Carter's Restaurant & Bar loan approval conditions unmet, Board consensus to hold funds until the conditional approval expires and re-address as needed.

**Real Estate:**

(Uncertain-illegible) MOTION to authorize the Board President to review and approve the new Harris Beach service agreement.

Jason Molino Kathy Ferrara vote: carried

Ellicott Station

MOTION to apply for grants on behalf of the Ellicott Station project as programs are identified and made available.

Pier Cipollone 2<sup>nd</sup> Mary Valle vote: carried

MOTION to authorize a public auction to liquidate items inside the former Santy's garage.

Susie Boyce 2<sup>nd</sup> Jason Molino vote: carried

Creek Park - Collating Phase I data dating back to the early 1990's with active ownership and DEC discussions to determine Brownfield Clean-up eligibility.

Harvester Park – VIP Structures selected as consultant, introductory meeting, plan proposals coming soon.

Healthy Living Campus (UMMC/YMCA) – City is applying for a USDA grant to underwrite the feasibility study.

City Centre – targeting May City Council meeting to discuss real property. BDC staff and Board to consider all implications.

Newberry Building – Board action required.

MOTION to authorize the BDC president to sign a New York Main Street Anchor Project grant agreement not to exceed \$490,000 to reimburse approved expenses for AGRV Properties Inc. renovations made to 109-111 Main Street as guided by the BDC agreement with New York State. Jason Molino 2<sup>nd</sup> Pier Cipollone vote: carried

MOTION to authorize BDC president, staff and property owner to request proposals, review and select the architect for the New York Main Street Anchor project.

Jason Molino 2<sup>nd</sup> Mary Valle vote: carried

MOTION to authorize BDC staff to submit application to National Grid Main Street Revitalization program on behalf of the 109-111 Main Street project.

Jason Molino 2<sup>nd</sup> Kathy Ferrara vote: carried

LOAN PORTFOLIO: reports distributed

LOAN APPLICATION: reported earlier under “Small Business”.

NEW BUSINESS:

- April 29<sup>th</sup> STAMP 1366 Meet N Greet **POSTPONED**
- May 4-6<sup>th</sup> BDC Audit by Freed Maxick
- May 5<sup>th</sup> Buffalo Values Luncheon featuring Sam Savarino as the “Community Impact Award” recipient
- May 20<sup>th</sup> BEA Spring Breakfast, Terry Hills
- June 20<sup>th</sup> Downtown Revitalization Initiative Application due, **UPDATE due June 10<sup>th</sup>**, announcement later June

9:17am Meeting adjourned