

**BATAVIA DEVELOPMENT CORPORATION**  
**Meeting Minutes – May 25, 2016**

ATTENDEES: Ray Chaya, Barb Shine, Mary Valle, Pier Cipollone, Jason Molino, Steve Pies, Jay Sackett, Susie Boyce, Peter Casey and Julie Pacatte (staff)

EXCUSED: Kathy Ferrara

GUESTS: Matt Gray & Jon Mager, Batavia Brewing Company

7:34am Call to order by Ray Chaya

MOTION to approve the April 2016 meeting minutes as distributed.

Pier Cipollone 2<sup>nd</sup> Susie Boyce vote: carried

7:39am MOTION to enter Executive Session to discuss personnel matters.

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

Julie Pacatte excused until 8:10am, then invited to Executive Session.

8:15am Susie Boyce exited meeting. No formal Board action taken.

8:22am MOTION to close the Executive Session.

Steve Pies 2<sup>nd</sup> Barb Shine vote: carried

LOAN/Grant Application: Batavia Brewing Company, Matt Gray and Jon Mager

Business plan and financial projections distributed. Design process has delayed opening for summer, plans now to open late 2016.

MOTION to approve a Get Underway Microenterprise grant up to \$35,000 for the start-up business that will make 5 jobs available to low-moderate income workers meeting program National Objectives, 20 FTEs anticipated overall.

Barb Shine 2<sup>nd</sup> Peter Casey vote: carried, Jay Sackett abstained

#### COMMITTEE REPORTS

Governance: No report.

Finance/Audit: YTD budget report distributed. Freed Maxick conducted audit, report not final, coming soon. 2016-2017 budget adjustments necessary to reflect the year-end actual grant spending. Need to determine reporting for Ellicott Station LLC.

Marketing: Co-sponsor URI luncheon, water donor. Extraordinary time spent anticipated for **Bet on Batavia** video to supplement Downtown Revitalization Initiative grant application due June 10. 3<sup>rd</sup> series of the Microenterprise class to kick-off June 16<sup>th</sup> at GCC.

Small Business:

USDA – freshLAB contracts near completion, draft agreements circulated at meeting

Microenterprise – compiling disbursement #4

Loan Application – see above

Real Estate:

BOA - Ellicott Station, deeds have been signed, title insurance and property insurance in place

BOA – Creek Park meeting with DEC and property owners to determine next steps

BOA – Harvester Park, await the project proforma

BOA – Healthy Living Campus, G-Force participation on-going, USDA grant letter of support, CFA likely

BOA – City Centre, no report

NYMS/Newberry – await project finance and environmental review. Project Team meeting slated May 27<sup>th</sup>

LOAN PORTFOLIO – reports distributed

9:05am Jay exited.

#### NEW BUSINESS

Attendees for June 2<sup>nd</sup> URI event : RC, MV, JM

Attendees for June 6<sup>th</sup> Community Forum: PC,RC, MV and SP

9:22am Meeting adjourned.