

BATAVIA DEVELOPMENT CORPORATION
Board Meeting Minutes
July 26, 2017

Attendees: Peter Casey, Mary Valle, Kevin DeMars, Steve Pies, Kathy Ferrara, Barb Shine, Jason Molino, Jay Sackett, Wesley Bedford and Julie Pacatte (staff)

Excused: Pier Cipollone

Guest: Jim Krencik, The Daily News

7:32am Call to order by Peter Casey

MOTION to approve the June 2017 meeting minutes as distributed.

Barb Shine 2nd Steve Pies vote: carried

COMMITTEE REPORTS

Governance: No report.

Finance/Audit: Await final audit package from Freed, ABO reports submitted as required using draft documents as distributed. Annual Report narrative distributed and reviewed.

Marketing: City Council outreach by Pier, he will distribute meeting minutes monthly for Council review and continue to encourage attendance at BDC meetings/functions. freshLAB marketing plan disseminated last month, will continue recruitment to deliver the program and support for the initiative.

Small Business: Loan reports distributed, protocols are being followed for loans in arrears.

BOA

Ellicott Station

MOTION to authorize BDC president to execute the documents necessary to conduct a real estate appraisal of the five parcels related to Ellicott Station not to exceed \$2,800.

Jason Molino 2nd Kathy Ferrara vote: carried

Newberry: Dumpster will be removed by October, construction on schedule. Real estate appraisal was not as bank anticipated causing more owner equity; therefore, seeking other programs to mitigate the financing gap. Requesting a progress payment from New York Main Street grant program.

OLD BUSINESS

Tax Credit Workshop: requested BID BDC Dev Cmte coordination/support, active dialogue to explore tax credit options
City of Batavia is a finalist for the DRI initiative, BDC staff director was an author and presenter for the competition

8:24am CLOSE BDC meeting

8:25am OPEN ELLICOTT STATION LLC meeting 8:31am CLOSE ELLICOTT STATION LLC meeting

8:32am Reconvene the BDC Board meeting

MOTION to enter Executive Session to discuss real estate and personnel matters.

Mary Valle 2nd Barb Shine vote: carried

MOTION to authorize BDC president to execute a City of Batavia Economic Development Services Agreement extension to March 31, 2018.

Peter Casey 2nd Mary Valle vote: carried Abstain: Jason Molino, City Manager

MOTION to exit Executive Session.

Peter Casey 2nd Kathy Ferrara vote: carried

8:53am Adjourn Executive Session

8:54am Reconvene the public BDC Board meeting

NEW BUSINESS: DRAFT City of Batavia Comprehensive Plan overview

8:58am MOTION to adjourn the BDC meeting.

Wesley Bedford 2nd Steve Pies vote: carried

ELLCOTT STATION LLC
Meeting Minutes
July 26, 2017

Attendees: Peter Casey, Mary Valle, Kevin DeMars, Steve Pies, Kathy Ferrara, Barb Shine, Jason Molino, Jay Sackett, Wesley Bedford and Julie Pacatte (staff)
Excused: Pier Cipollone
Guest: Jim Krencik, The Daily News

8:25am OPEN ELLCOTT STATION LLC meeting

MOTION to approve the May 2017 meeting minutes as distributed.

Jason Molino 2nd Mary Valle vote: carried

Real Estate: Santy's Brownfield Clean-Up Program application drafted, await Harris Beach input

Insurance: per Board request, D&O insurance quote received and reviewed to cover both not-for-profit (BDC) and for profit (Ellicott Station LLC), ask Harris Beach if reimbursable expense

MOTION to authorize purchase of Directors and Officers Insurance covering both the Batavia Development Corporation and Ellicott Station LLC as proposed by Philadelphia Insurance Companies.

Peter Casey 2nd Jason Molino vote: carried

Easements: paperwork forthcoming, appraisal expense approved in the BDC meeting

8:31am MOTION to adjourn the Ellicott Station LLC meeting

Steve Pies 2nd Barb Shine vote: carried