

BATAVIA DEVELOPMENT CORPORATION (BDC)
Zoom Meeting ID: 86495387964 pwd=cXU2QVkxMmxQMnVrRGprQkgrOVE4dz09
Meeting Minutes December 17th, 2020
8:30am

Attendance

BDC Attendees: Lori Aratari, Andrew Maguire (Director), Rachael Tabelski, Nathan Varland, Pier Cipollone, Derek Geib, Rebecca Cohen, Jake Whiting, Chris Fix, Wesley Bedford

Excused: Steve Pies

Media/Guests: Ed Flynn and Derik Kane, LaBella Associates; Brian Quinn, The Daily News

Call to Order

At 8:33 a.m. L. Aratari, President of the BDC, called the meeting to order, which will be recorded and posted on the BDC website under Agenda and Minutes.

Presentations: Ed Flynn and Derik Kane with LaBella Associates presented a progress update on the Feasibility Study for the City Centre Revitalization Project. The study's goal was to assess the feasibility of meeting the DRI grant goals with the \$1,000,000 award. The presentation included information on who is involved in the project, overview and goals, concepts, cost estimates and parking impact, the creation of a prospectus for City Centre and city staff capacity and schedule.

Enter Executive Session

Motion of C. Fix to enter executive session under the Public Officers Law, Article 7, Open Meetings Law Section 105, at 8:58 a.m. for the following reasons:

1. The medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion discipline, suspension, dismissal or removal of a particular person or corporation.
2. The proposed acquisition, sale or lease of real property or the proposed acquisition of securities, or sale or exchange of securities held by such public body, but only when publicity would substantially affect the value thereof.

The motion was seconded by R. Tabelski and approved by all members present.

Enter Public Session

Motion of C. Fix enter back into public session at 9:18 a.m.; seconded by J. Whiting and approved by all members present.

Enter Public Session

Director N. Varland left the meeting at 9:02 am.

Chairman's Report

Agenda Addition –

Motion of R. Tabelski to add LaBella Associates proposal to write the New York Main Street 2020 Grant Application to new business, seconded by C. Fix, approved by all members present.

President L. Aratari presented the meeting minutes from the November 25th, 2020 meeting.

Motion of J. Whiting to approve the November 25th, 2020 meeting minutes as presented; seconded by C. Fix and approved by all members present.

L. Aratari presented the BDC schedule of meetings for 2021. BDC Monthly meetings will be held the fourth Thursday of each month Holiday's permitting. Meetings will continue to be held Live via Zoom until it is safe and compliant to meet in person with the COVID Pandemic. Zoom meetings will continue to be open to the public live, recorded and posted on the BDC website.

L. Aratari announced she has spoken with directors that maybe up for re-appointment in 2021 and they have committed to another 3-year term and executive positions should be filled. Official appointments will be held in January 2021's meeting.

L. Aratari announced the next scheduled meeting for the BDC will be held on January 28th, 2021 @ 8:30am via Zoom.

Committee Reports

Audit and Finance:

Financial Statements- The November 2020 financial statements were reviewed with the board, and a brief overview was given. A. Maguire states the November financials show the final contribution payment from the City of Batavia. We are on pace to be under expended and can utilize the professional services line until the fiscal year end.

Motion of C. Fix to approve the November 2020 financial statements, seconded by P. Cipollone, approved by all members present.

2021-2022 BDC Budget (Appendix A) – The Finance and Audit Committee reviewed the proposed 2021-2022 BDC Budget in detail and recommend the 2021-2022 BDC Budget for discussion and approval.

Motion of W. Bedford to approve the 2021-2022 BDC Budget, seconded by P. Cipollone, approved by all members present.

Real Estate/BOA/DRI/BIF/NYMS

Batavia DRI/DRI-BIF Project Updates- A. Maguire states he will highlight the updates on the projects since the last BDC meeting. 109-111 Main Street, Matthew Gray's project has selected the contractor to build the three third floor apartments, Whitney East Inc., through a competitive bidding process. 206 E. Main Street, Marchese's project is finalizing its design and architectural. After that is completed, it will be run through city code and zoning for any issues, then it goes out to bid once everything looks good on paper, should be out to bid in January 2021 at this point. 242 Ellicott St is complete with the interior 1-bedroom residential rehab, only façade work remains. 39-43 Jackson will look to be added to the Planning and Development Committee agenda and County Planning agenda in January most likely. 99 Main Street's contractor is waiting for the owner to give them the OK to secure permits and begin construction as there was review that needed to be done on the back alleyway for egress.

The DRI projects are also moving forward, Ellicott Station is looking to close all the grants and documentation needed to begin construction in quarter 1 of 2021, construction should begin in early spring and closing on the LLC will occur in conjunction with the closing of the grant funding. Jackson Square is progressing as well, the city has chosen Architectural Resources to complete the design and architectural work. YMCA and UMMC continue their design work and meet

multiple times a week. Main Street 56 Theater project is in need of some additional funding and that will be discussed in more detail under new business.

A. Maguire states that the New York Main Street Grant projects have completed their environmental screening and review and will be moved to State Historical Preservation Organization review once scopes are completely finalized. Did speak with Ed Flynn from LaBella Assoc, whom won the admin contract for completing those items and have a plan in place to get them moving and closed by the end of 2021.

Small Business: none.

Old Business: none.

New Business:

RESOLUTION#5-2020 TO SUPPORT THE SUBMISSION A NEW YORK MAIN STREET GRANT APPLICATION BY THE BATAVIA DEVELOPMENT CORPORATION (Appendix B)– Director Maguire states that City Council approved the necessary municipal support resolution to apply for the grant on December 11th. This will authorize the BDC to support the application as well and approve execution of the necessary documentation to apply.

Motion of P. Cipollone to approve RESOLUTION#5-2021 TO SUPPORT THE SUBMISSION A NEW YORK MAIN STREET GRANT APPLICATION BY THE BATAVIA DEVELOPMENT CORPORATION –, seconded by W. Bedford, approved by all members present

LaBella Associates proposal to write the New York Main Street 2020 Grant Application-

Motion of C. Fix to approve the LaBella Associates proposal to write the New York Main Street 2020 Grant Application, seconded by P. Cipollone, approved by all members present.

Adjournment

Motion of W. Bedford to adjourn the meeting; seconded by C. Fix and approved by all member present. The meeting stood adjourned at 9:37 a.m.

RESOLUTION#5-2021 TO SUPPORT THE SUBMISSION A NEW YORK MAIN STREET GRANT APPLICATION BY THE BATAVIA DEVELOPMENT CORPORATION

WHEREAS, the New York State Office of Community Renewal (NYSOCR) is offering New York Main Street grants that are due January 15, 2021; and

WHEREAS, the New York Main Street program provides funding for building and streetscape improvements; and

WHEREAS, the Batavia Development Corporation is an eligible applicant for the New York Main Street program; and

WHEREAS, the Batavia Development Corporation would like to apply for a New York Main Street Anchor grant funding during this NYSOCR funding cycle to assist Theatre 56 with the completion of their project; and

WHEREAS, municipalities in which New York Main Street projects are located are required to provide a resolution supporting the application for funding;

NOW THEREFORE, BE IT RESOLVED, that the Batavia Development Corporation Board of Directors does hereby enthusiastically support the submission of an application by the Batavia Development Corporation for the winter 2020 round of the New York Main Street Program for up to \$500,000 in New York Main Street Anchor funding and authorize the Board President or Director of Economic Development to execute all necessary documentation to apply.

Appendix A:

**BOC Budget 2021-2022
Approved 12-17-20**

Line	Fund	Revenues	Budget 2021-2022
Operating Revenues			
1	1.4000.000	Charges for service, rental/financing income, Other	505,000
Non Operating Revenues			
2	1.4000.005	State subsidies/grants	50
3	1.4000.003	Federal subsidies/grants	50
4	1.4120.000	Municipal subsidies/grants	50
5	1.5000.000	Other Non Operating Revenue	50
7	1.4000.007	NG Main Street - Ellicott Station- Power House	50
8	1.4000.008	ESD Capital - Ellicott Station	50
9	1.5000.000	OCEDC referral fee	\$17,500
10	1.7000.008	Betavia DRI Building Improvement	50
11		Legal fee reimbursement from Creek Park Betavia LLC	50
Total Revenue			\$112,500

Fund	Expenses	Budget 2021-2022	
Operating Expenses			
13	1.6000.000	Salaries and Wages	570,000
14	1.8150	Retirement Contribution	54,000
15	1.8100	FICA & Medicare	54,500
16	1.8110	NYS Unemployment Insurance	800
17	1.8111	Federal Unemployment Insurance	200
18	1.8120	Health Insurance	53,000
19	1.8130	Disability Insurance	5300
20	1.8140	Workers Comp Insurance	5750
21	1.7000.000	Professional Sec Contracts	522,500
22	1.7100.000	Supplies and Materials	51,500
23	1.8510.00	D&O Insurance	51,800
24	1.8520.000	General Liability	5575
25	1.8530.003	USDA freshAS-BL	50
26	1.8100.000	Legal/Filing Fees	52,000
27	1.8110	Telephone	5600
28	1.8120.000	Travel & Training	51,500
29	1.8130.000	Marketing & PR	52,500
Non Operating Expenditures			
30	1.8000.007	NG Main Street - Ellicott Station- Power House	50
31	1.9000.008	ESD Capital - ESL	50
32	1.9000.000	Other - ESL, NG, NF Grant	50
33	1.7000.008	Betavia DRI Building Improvement	50
34	1.8700.000	Capital Contributions	50
35		Loan to Creek Park LLC	50
Total Expenses		\$118,225	

Net Income (\$5,725)

Cash from Prev. Yr. Rev. Collected in Current Year **55,725**

NET PROFIT/ (LOSS) w/ Cash

Adjustments **50**

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BATAVIA DEVELOPMENT CORPORATION**

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Motion of P. Cipollone to approve RESOLUTION#5-2021 TO SUPPORT THE SUBMISSION A NEW YORK MAIN STREET GRANT APPLICATION BY THE BATAVIA DEVELOPMENT CORPORATION –, seconded by W. Bedford, approved by all members present