

BATAVIA DEVELOPMENT CORPORATION (BDC)
1 City Centre, 2nd Floor Council Chambers
Meeting Minutes November 18th, 2021 @ 8:30am

Attendance

BDC Attendees: Lori Aratari, Derek Geib, Chris Fix, Nate Varland, Jake Whiting, Rebecca Cohen, Rachael Tabelski, and Brett Frank (Director)

Absent/Excused: Wesley Bedford, Steve Pies, Pier Cipollone

Guests/Media: Brian Quinn (Daily News), Paul Marchese, Derik Kane (LaBella), Kimberly Kraft (InSight Architecture)

Call to Order

At 8:33 a.m. L. Aratari, President of the BDC, called the meeting to order.

Presentations: Derik Kane and Kimberly Kraft presented on 206 East Main project along with Property owner Paul Marchese. Presentation was made to discuss scope of work revisions for NYMS & BIF grants and to make sure scope still was in line with BDC guidelines. Presenters were provided feedback and will be working directly with BDC Executive Director to refine work scope before being voted upon by BDC board for approval.

Chairman's Report

No agenda additions to be proposed.

President L. Aratari presented the meeting minutes from October 28th, 2021 meeting.

Motion of C. Fix to approve the October 28th, 2021 meeting minutes as presented; seconded by N. Varland and approved by all members present.

L. Aratari announced the next scheduled board meeting for the BDC would be held on December 16th, 2021 at 8:30 a.m. The meeting would be held at 1 City Centre, 2nd floor Council Chambers. Due to current meeting agenda accounting for 2022-23 Budget vote; instead in lieu of full December meeting a Governance Meeting will be held to review all policies on December 16th.

Committee Reports –

Governance

L. Aratari announced that Annual Sexual Harassment training materials had been emailed to all board members on 11.12.21 and any member not provided training by their employer must complete training and respond to BDC Director B. Frank that training has been completed and on what date.

Audit and Finance

October 2021 Financial Statements - The BDC Board reviewed October 2021 Financials.

Motion of J. Whiting to approve the October 2021 financial statements; seconded by R. Cohen and approved by all members present.

L. Aratari presented 2022-23 BDC Proposed budget prepared by BDC Director B. Frank. B. Frank stated budget was revised budget from October Audit & Finance Committee meeting with changes made that had been requested by

committee. N. Varland asked about line in budget showing \$21,258 Cash from previous year revenue collected in current year, R. Tabelski stated that looks like we accounted for that line twice erroneously in presented budget. B. Frank stated will remove erroneous line from budget. R. Tabelski also stated that approved budget needs to be filed with the ABO 60 days prior to the start of the Fiscal Year.

Motion of D. Geib to Approve 2022-23 BDC Proposed budget pending removal of erroneous entry; seconded by C. Fix and approved by all members present.

Real Estate/ BOA

DRI, Building Improvement Fund & New York Main Street Grants – B. Frank reported on current status of projects. BDC Board is provided with tracking sheet of DRI, DRI-BIF, and NYMS projects that details all projects and each projects current status. The BDC continues to work with LaBella Associates and Derik Kane helping bring new Director B. Frank up to speed on current projects and various stages of projects.

Small Business – L. Aratari discussed that Batavia Players/Theatre 56 RLF loans have been modified per board requirements from October BDC Board Meeting. BDC Director B. Frank presented Memorandum that was prepared and signed by both BDC and Batavia Players/Theatre 56 (Pat Burk) agreeing to revised loan terms.

B. Frank discussed RLF Loan for Batavia Tailors and Cleaners. B. Frank stated that loan closing took place on Monday November 15th & informed BDC Board that BDC is the 4th creditor in the event of loan default after UCC filing. Advised Board this is something we should be more aware of for future loans before closing.

Old Business- B. Frank gave update on status of Jackson Square project. Project bids came back on November 12th, 2021 and bids were double what A&E had predicted. Received two bids one at \$1.1 Million and second bid at \$1.3 million. BDC, City of Batavia, and BID will work with A&E firm to determine next steps.

New Business –

None at this time

Adjournment

Motion of C. Fix to adjourn the meeting; seconded by N. Varland and approved by all members present. The meeting stood adjourned at 10:05 a.m.

Creek Park LLC.
1 City Centre, 2nd Floor Council Chambers
Meeting Minutes November 18th, 2021 @ 10:00am

Attendance

Creek Park LLC Attendees: Lori Aratari, Derek Geib, Chris Fix, Nate Varland, Jake Whiting, , Rachael Tabelski, and Brett Frank (Director)

Call to Order

At 10:05 a.m. L. Aratari, called the meeting to order.

Audit and Finance

L. Aratari presented 2022-23 Creek Park Batavia LLC draft budget prepared by BDC Director B. Frank. B. Frank stated budget was revised budget from October Audit & Finance Committee meeting with changes made that had been requested by committee. Budget was reviewed and only request was to remove \$1,040 line from revenue side of budget.

Motion of C. Fix to Approve 2022-23 Creek Park Batavia LLC budget pending removal of revenue line; seconded by J. Whiting and approved by all members present.

Adjournment

Motion of N. Varland to adjourn the meeting; seconded by D. Geib and approved by all members present. The meeting stood adjourned at 10:07 a.m.