

BATAVIA DEVELOPMENT CORPORATION (BDC)

Meeting Minutes May 18th, 2023

8:30am

Attendance

BDC Attendees: Wesley Bedford, Lori Aratari, Rachael Tabelski, Chris Fix, Jake Whiting, Derek Geib, Rebecca Cohen and Tammy Hathaway (Director)

Guest Attendees: Erik Fix

Absent/Excused: Pier Cippollone, Nate Varland and Steve Pies

Media: None

Call to Order

At 8:39a.m. W. Bedford, President of the BDC, called the meeting to order.

Executive Session-

President Bedford opened in Executive Session with a motion made by D. Geib; seconded by R. Tabelski and approved by all members present.

Public Session

President Bedford requested to move into public session at 9:35am.

A motion was made by R. Tabelski; seconded by J. Whiting and approved by all members present.

Chairman's Report

President Bedford added *Housing Update* to the Real Estate section of the agenda and presented the meeting minutes from the May 18th, 2023 meeting.

Motion of J. Whiting to approve the meeting minutes as presented; seconded D. Geib and approved by all members present.

W. Bedford announced the next scheduled meeting for the BDC will be held on Thursday, July 27th, at 8:30am.

T. Hathaway will send calendar meeting invites to the members as one repeating invitation.

Audit and Finance

Final versions of the annual audited financial statements and all PARIS reports will be presented at the July regular board meeting.

Motion of J. Whiting to approve the May 2023 financial statements; seconded by L. Aratari and approved by all members present.

A resolution from LaBella Associates was submitted to the City for approval to apply for the NY Main Street CFA grant due July 28th, 2023.

This grant will be managed by the BDC; a proposal for professional services was presented.

Motion made by L. Aratari to approve the proposal from LaBella Associates for NYMS CFA professional services; seconded by C. Fix and approved by all members present.

Real Estate/ BOA

DRI Program Update – T. Hathaway presented the Board with an update on the projects that are currently under construction and where the remaining projects are in process of getting under construction.

New York Main Street 2019 Program – T. Hathaway shared there is one project left in this program and it is expected to close out soon. R. Tabela asked T. Hathaway to collect the documentation needed to request reimbursement of the City's professional services costs from HCR as per the program's contract.

Building Improvement Fund Update- T. Hathaway shared there is one project still under construction and a contract extension request has been granted until 12/30/23.

BOA- T. Hathaway shared the recent communications and requests from developers regarding available project sites within the City.

Housing: A housing survey has been posted on the City website and all are encouraged to complete it as it is needed for the CDBG housing rehab grant application.

Small Business –

Two Revolving Loan Fund (RLF) applications were presented to the Board after being approved for the RLF Application Review Panel.

Motion by D. Geib to approve the Revolving Loan Fund loan for Jim Ernst doing business as Majic Tones Communications LLC as presented by the BDC Director on behalf of the RLF application review panel; seconded by C. Fix and approved by all.

Motion by L. Aratari to approve the Revolving Loan Fund grant for Cregg Paul doing business as Center Street Smokehouse as presented by the BDC Director on behalf of the RLF application review panel; seconded by J. Whiting and approved by all.

Old Business – None at this time.

New Business – None at this time.

Adjournment

Motion of D. Geib to adjourn the meeting; seconded by C. Fix and approved by all members present. The meeting stood adjourned at 9:55am.