

**TOWN OF CLARENCE, ERIE COUNTY
INDUSTRIAL DEVELOPMENT AGENCY**

MINUTES

July 21, 2016

Chairman Kempton called the meeting to order at 8:17 a.m.

Present were Susan Ballard, Elaine Wolfe, David Schuster, Mary Powell, Clayt Ertel and Chris Kempton, Chairman. Michael Buettner was absent. Also present were Nathan Neill, Larry Meckler, Steven Bengart, Paul Leone, Pam CuvIELLO and Cynthia Rosel.

Minutes of June 16, 2016.

There was a motion to approve the minutes of June 16, 2016 by Clayt Ertel with a second by David Schuster. There was nothing on the question.

**Vote: Ayes: Ballard, Wolfe, Schuster, Powell, Ertel, Kempton. Noes: None.
Recuse: None. Absent: Buettner. Unanimous.**

Treasurer's Report.

Mr. Schuster began the discussion with the tentative budget for 2017 that Pam CuvIELLO prepared and included with the monthly financial report. Mr. Schuster drew attention to some of the line items that changed. Some of the items were reduced and some will be eliminated altogether. Mr. Schuster mentioned EFPR LLC, the accounting firm that was engaged to do the CIDA 2015 Audit. Tim Thomas was the person assigned to the CIDA and he has since left the company. There will be more discussion at the next meeting. The Budget can be adopted at the August meeting or at the September meeting. The budget needs to be submitted and on the website by September 30, 2016. Mr. Schuster added that he will meet with Mr. Kempton to go over some of the changes before the next meeting.

There was also discussion regarding an e-mail that Pam CuvIELLO received from an examiner from the Office of the State Comptroller on the 2015 report. Mr. Leone also received the e-mail. There is a question on projects listed as Bonds/Notes and conduit debt. This can be answered by Nathan Neill. Some of the projects may be listed incorrectly. This does, however, need to be addressed.

Mr. Schuster reported on the balances in the bank accounts. Income to date is \$26,920.00. Total expenses through July 21, 2016 were in the amount of \$45,827.66. Interest earnings are \$434.31. The Net Income to date is -18,473.35. Clark Patterson Lee sent their first installment billing. Mr. Bengart spoke to Brian Kulpa and the payment dates will be adjusted because they are not on point with the schedule that was originally set forth in the contract. The contract will be amended to be more realistic as to where the project is at this point. There was no further

discussion. A motion was made by Clayt Ertel with a second by Elaine Wolfe to accept the Treasurer's Report through July 21, 2016. There was nothing on the question.

**Vote: Ayes: Ballard, Wolfe, Schuster, Powell, Ertel, Kempton. Noes: None.
Recuse: None. Absent: Buettner. Unanimous.**

Correspondence.

A public hearing notice from the Lancaster IDA was e-mailed to everyone. There was no other correspondence.

New Business.

Mr. Leone received an application from Mr. Steven Keiffer for Phase 2 of the 8125 Sheridan Drive Project- Rockledge Professional Park LLC. The project amount is approximately \$600,000.00. The application was e-mailed to the members and the attorneys. An IMPLAN study will be done. Mr. Leone would like to schedule a public hearing for the August meeting if the Board so chooses. There was brief discussion regarding the type of incentive the project would be eligible for and what the Board would be looking at to approve. A public hearing will be set for the August meeting.

Old Business.

The Board members reviewed the new Application form. Mr. Neill explained that it is now required to get more detailed information from the applicants. The new Project/Agent Agreement now includes more than just the sales tax information as required by the new legislation. The Project/Agent Agreement has to be signed before the sales tax form is issued.

Education Discussion.

Mr. Leone reviewed some of the organizations that have to do with Economic Development. Mr. Leone gave a brief synopsis of each of the following:

1. New York State Economic Development Council – has a reasonable membership fee, has several meetings throughout the year and has a newsletter. The organization also provides its members with information about new legislation and lobby heavily for IDA's. A brochure was handed out for the Board to review. Level one is \$750.00 per year.
2. Buffalo Niagara Enterprises (BNE) – branch of the Buffalo Niagara Partnership. Gives information to companies looking to locate to the area such as sites available, incentives, and they work with the Empire State Development Corp., New York State and IDA's. Funding comes from contributions from public and private entities.
3. Buffalo Niagara Partnership is housed in the same building as the BNE and is the regional Chamber of Commerce.
4. Empire State Development - provides various types of assistance aimed at helping businesses.

5. Office of Strategic Planning-City of Buffalo – for the City of Buffalo only.

There may be further discussion regarding joining the NYS Economic Development Council at the August meeting.

Steering Committee Report

Mr. Ertel reported that the committee concentrated on the Shimerville to Sheridan Drive section of Main Street and what can be developed in that area. There has been some talk about the construction of a road on the vacant land between Main Street and Wehrle Drive by Stephen Development. This would be for residential development. This would help support businesses along Main Street. Main Street is really the key for commercial development for the next 20/30 years.

There will be public forums coming up in September, hopefully at the high school. This will bring the public into the fold to show them what the committee is trying to accomplish with the study.

The project is moving along pretty much on schedule.

There was also some discussion on a grant that is available for the next study. It is a \$30,000 matching grant (\$15,000 match by the CIDA or the Town). Mr. Meckler added that he would think that this is similar to the present study and that the CIDA could contract to do the more expansive, detailed study. Mr. Kempton wants to know if the CIDA can legally do this. Mr. Kempton would like to ask the Town to contribute to this as the CIDA has already put up the \$50,000. The deadline is the end of July.

The logo and branding was discussed.

Items not on the Agenda

Mr. Leone also reported that he met with the Cimato Brothers and their sons on their Industrial Park project located on County Road. This would be Phase 1 on 27 acres and the first sewered Industrial Park in Clarence in a long time. There will be more Phases.

There was nothing further.

Friendly motion to adjourn the meeting by Elaine Wolfe with a second by Susan Ballard.

Respectfully submitted,
Cynthia M. Rosel