

TOWN OF CLARENCE, ERIE COUNTY
INDUSTRIAL DEVELOPMENT AGENCY

MINUTES

September 19, 2024 Meeting

Chairman Chris Kempton called the meeting to order at 8:15 a.m. Present were Peter DiBiase, Robert Dixon, Elaine Wolfe, Mary Powell, Clayt Ertel, and Paul Leone. Lauren Fix was out of town. Also present were, Steve Bengart, Jennifer Strong, Kimberly Ignatowski, and Jennifer D'Andrea.

Minutes of August 15, 2024.

There was a motion to accept the minutes of the August 15, 2024 meeting by Robert Dixon with a second by Elaine Wolfe. Chris Kempton abstained as he was not present at that August meeting.
... unanimous ...

Vote: Ayes: DiBiase, Dixon, Wolfe, Ertel, Powell. Noes: None
Recuse: None Absent: Fix Motion carried.

Treasurer's Report.

Peter DiBiase & Kim Ignatowski presented the Treasurers Report. As of August 15, 2024 expenses are in the amount of \$44,664.10. Fees received to date are in the amount of \$4,875.00. Other income is Interest and Earnings in the amount of \$25,116.17 to date. There is a net income to date in the amount of -14,672.93.

On the question, Clayt Ertel asked why there was so much money in the cash account. Kim responded with so many things changing, variables and looking into other account options and interest rates. Mary Powell asked about account that may have higher interest rates. Kim stated that she was told by the bank that was the highest rate for the money market account currently at a rate of 1.31% ... there was other discussion around various savings accounts, liquid savings, interest rates.

There being no further discussion, Chairman Chris Kempton asked for a motion to accept the financials. There was a motion to accept the financial statements by Robert Dixon with a second by Peter DiBiase... There was nothing further on the question. There being nothing further, the vote is as follows:

Vote: Ayes: DiBiase, Dixon, Wolfe, Ertel, Powell. Noes: None
Recuse: None Absent: Fix Motion carried

Adoption of Budget for 2025

August 15th meeting, Peter DiBiase and Kim Ignatowski presented the Tentative Budget for 2025 along with the Adopted Budget for 2024 and Year to Date as of August 15, 2024. After the August 15th meeting, Kim sent an email to the board asking if there were additional questions and there were no replies with questions or comments. Additional discussion around additional projects but no applications have officially been submitted, as such, Kim has been budgeting conservatively. Interest is subsidizing administration fees. Money Markets were also discussed, along with budgeting

conservatively.

There being no further discussion, Chairman Chris Kempton asked for a motion to adopt the 2025 Budget. There was a motion to adopt the 2025 Budget by Elaine Wolfe with a second by Robert Dixon ... There was nothing further on the question. There being nothing further, the vote is as follows:

Vote: Ayes: DiBiase, Dixon, Wolfe, Ertel, Powell. Noes: None
Recuse: None Absent: Fix Motion carried

Correspondence

Jennifer D'Andrea distributed mail to Paul Leone and Chris Kempton, informational brochures and flyers. And Jennifer asked how moving forward they prefer to have mail and correspondence distributed.

New Business.

Paul Leone mentioned a DIMAR project would be in the works next year as it was approved by the Planning Board, and a Russell Salvatore project but nothing official. Paul had questions on if they were going to do mixed-use buildings. Chris confirmed yes, the town is seeking commercial development and the commercial development is connected to the apartments.

There was additional conversation around IDA policies and Chris asked Jennifer Strong if the other IDA's have policy on these work force requirements, mixed-use and how you monitor it all? Jennifer Strong indicated Lancaster did adopt a policy severely restricting mixed-use. She would forward something to Chris Kempton.

Economic Gardening – Chris Kempton presented this national program facilitated through a local chapter called Invest Buffalo and had previously emailed board members with information. It's a program to assist second tier businesses who've made it through the startup phase and this program will help get them to the next level. Chris is not proposing implementing the program with the CIDA but inviting the program director to tell the board more if they are interested.

Old Business

Vision Sheridan Drive Project – Andrew Schaefer presented several slides and went into detailing describing each one. Andrew indicated that this is approximately 95% and a final product will be presented soon. He thinks possibly by the end of the month the report will be complete and ready for distribution. Andrew and Jonathan are very happy with the plan.

On the question: Clayt Ertel they had told the public they were going to have another forum. Is there a thought process with that? Andrew indicated they wanted a first final draft and go through the process of presenting it to the Steering Committee, IDA officials, and Town officials so everyone has a full understanding of the plan before taking it to the public.

Discussion around neighborhoods, roads, and Chris Kempton brought up population and growth potential. The report sets a project boundary area that will be reflected upon a final report.

Items Not on The Agenda

Dean Architect - Update presented from Jennifer Strong. She is working with Dean Architect as their extension expires at the end of the month. Steve Bengart and Jennifer Strong indicated there were some issues and delays to work through. Dean Architect will not get a mortgage tax exemption now because he chose not to close with the IDA, however, they did use the Sales Tax and will get a PILOT.

Public Comments

- A. DIMAR** – Peter DiBiase attended the DIMAR Ribbon Cutting Ceremony, they provided tours, and says DIMAR may have interest in other areas of the Industrial Park. Steve Bengart indicated DIMAR had some representatives at the Planning Board Meeting the night before and got their approval so they will be out marketing now.

- B. Executive Session from August 15th meeting** ... Chris Kempton was absent for that meeting but has had several discussions before and after it. He indicated the Bond Council requires the RFP go out every 5 years and wants to do his due diligence and be transparent with the public. Chris has stated he will draft an RFP and have legal counsel review before sending it out. It has to be sent out by “transactional council”.

Motion to adjourn the meeting by Elaine Wolfe, Peter DiBiase Second ... unanimous ... meeting adjourned at 9:07 a.m.

Respectfully submitted by Jennifer O. D’Andrea