

M I N U T E S
Jamestown Local Development Corporation
August 28, 2018

The annual reorganization meeting of the Jamestown Local Development Corporation was held on Tuesday, August 28, 2018 at 5:00 p.m. in the Mayor's Conference Room, 4th Floor, Municipal Building.

Members Present: Mayor Samuel Teresi
Russell Diethrick, Jr.
Kim Ecklund
John Whittaker
Tony Dolce
Tyler Case
Marie Carrubba
Tim Smeal
George Spitale

Others Present: Vince DeJoy, Director of Development
Brad Bentley, Financial Coordinator
Crystal Surdyk, Planner
Dennis Phillips, Jamestown Post Journal

Mayor Samuel Teresi called the meeting of the Jamestown Local Development Corporation to order and asked the secretary to note the board members, staff and media present.

Mayor Teresi discussed that Brad Bentley has moved on to a new position as the Director of Public Facilities for Chautauqua County. Brad has graciously offered to help out until his replacement starts next week.

A motion to approve the March 27, 2018 meeting minutes was sponsored by Tony Dolce and seconded by George Spitale.

9 AYE 0 NAY

No discussion.

Carried.

JLDC Meeting Minutes
August 28, 2018

Kim Ecklund made a motion, seconded by John Whittaker to approve the JLDC Financial Reports through July 31, 2018. Brad mentioned that we will be reimbursed from the State for disbursed monies for the Twin Bridges soon. Two loans were closed out since the last meeting, Filegar Cutting Technologies, LLC and Richards Hair.

9 AYE 0 NAY

No discussion.

Carried.

Brad Bentley left the meeting

Vince DeJoy discussed the need to ratify a Unanimous Consent Resolution to release all security positions in Filegar Cutting Technologies, LLC and remove the assignment to the Jamestown Local Development Corporation for the life insurance policy covering Neal F. Gustafson.

Filegar recently paid off all principal and interest owed on their loan. This loan was originally dispersed over 13 years ago. It was a \$130,000.00 loan at 5 percent for 10 years. There was a period when they had trouble making timely payment. We worked with them and Neal Gustafson was extremely cooperative and always tried to make payments, but had some difficulty. During that time there were late fees that accrued. The Unanimous Consent Resolution notes that the principal and interest on the loan were paid off and forgives the late fees. Because they were always very responsive and best efforts were made to make payments it was felt to be appropriate to waive the late fees and close out the loan.

Marie Carrubba noticed that she forgot to date her signature on the Unanimous Consent Resolution. This was completed at the meeting.

A motion to approve was made by George Spitale and seconded by Tim Smeal.

9 AYE 0 NAY

No discussion.

Carried.

JLDC Meeting Minutes
August 28, 2018

A motion was made by Tyler Case and seconded by Marie Carrubba to appoint Samuel Price, Jr. Esq. as legal counsel for the Jamestown Local Development Corporation and authorizing reimbursement according to the proposed 2018 fee schedule. The fee stays the same as last year at \$120/hour.

9 AYE 0 NAY

No discussion.

Carried.

Mayor Teresi discussed a \$600,000 project that is part of the DRI (Downtown Revitalization Initiative). This is a Fund for Downtown Programming that is managed by the JLDC. The rationale was that we have terrific venues in the downtown area, several of which were being upgraded by DRI funds, including the Robert H. Jackson Center, Lucille Ball Little Theater, Reg Lenna Center for the Arts. Other venues, such as the National Comedy Center, are now up and running. There has also been Riverwalk development and significant street scape work done to improve our outdoor areas.

The goal is to bring more people and create more activity downtown to help support our downtown restaurants and businesses and hopefully bring in new businesses.

Staff, principally Vince DeJoy and Matt Hanley, have been working with NYS Homes and Community Renewal who are administering the grant along with the Housing Trust Fund Organization to get the contracts prepared. We are now at the point to roll out and start offering the Fund for Downtown Programming. We hope by the end of next week to have the final version of the application online and to have proposals coming in for staff review.

Vince DeJoy introduced Crystal Surdyk, who is coming from Joy Keebler Landscape Architects, PC in Buffalo. Crystal grew up in the Jamestown area and has family here. She will eventually be taking over the position of Principal Planner for Bill Rice, who is retiring at the end of this year. We have worked with Crystal before on our Brownfield Opportunity Area Grant - Chadakoin West. We saw her as a dynamic talent. She is very good at what she does. We are excited to have Crystal onboard. She has had a whirlwind introduction to the Fund for Downtown Programming and has been helping to get it off the ground.

As a review, the mission for this program is to bring in high level entertainment to downtown that we couldn't otherwise afford and to help offset the cost of tickets. The fund is available to anywhere in the DRI downtown target area. It doesn't need to be a music or theater event, it could be a convention type event like Comic Con or a street festival. The idea is to bring people downtown to eat at our restaurants, shop at our stores and stay at our hotels. We are looking for big impact events that can be made affordable

JLDC Meeting Minutes
August 28, 2018

for local residents and to bring in people from outside Jamestown to spend money and bring a vibrancy to the downtown.

The fund would help pay for the talent and any costs associated with presenting the event. The maximum award for any event is \$75,000. There is a reimbursable grant for up to \$50,000 that would only be paid after all expenses have been paid. There is a loan with a maximum of \$25,000. This loan would be used for expenses necessary before the event. This would have to be repaid within 30 days after the event.

The application will be put on our website and we are hoping the media will help get the word out. We have had some pre-meetings with many of the local promoters and they are already coming up with ideas.

Crystal will be the point person and will be reviewing all applications and working with the event sponsor to make sure they have all paperwork completed. It will then go to a Programming Committee. The committee will consist of seven members, including the JLDC executive director, two JLDC board members appointed by the mayor and four at large members appointed by the mayor. Tim Smeal and John Whittaker have volunteered to be the JLDC board members on the committee. Two at large members have been confirmed, Alexis Singleton and Vanessa Weinert and two members are pending. The Programming Committee will meet to review all applications and then have an opportunity to meet with the event sponsors to hear their vision for the event and goals. Once the Programming Committee has approved and make their recommendations it will come back to the JLDC board for conditional approval. Once the JLDC board has approved events we then have to submit to the State for their final approval. We have been told the State will take no longer than two weeks for approval.

All events must be open to the public, cannot be political or have an issue based agenda. Events cannot be a repeat of a previous program.

Mayor Teresi discussed how this project is very unique for the DRI. This is not the type of project that is normally funded. The State needed to be convinced that this is economic development and will bring in the money to the downtown area. He wanted to commend the staff on all their hard work. The hope is that after this two year program has ended other entities will step up to continue to help fund this type of development. Also, all loan proceeds will be deposited in a dedicated account to provide sustainability for the fund.

Vince mentioned that he and Crystal will be holding a local public information event for any of the venues and attractors to meet to discuss the program and answer any questions.

JLDC Meeting Minutes
August 28, 2018

There being no further business George Spitale moved and Tony Dolce seconded motion to adjourn the meeting.

9 AYE 0 NAY

No discussion.

Carried.

Respectfully submitted,

Beth Kresge
Office Manager