

# **City of Tonawanda Local Development Corp. (LDC)**

## **Meeting Minutes**

**Date: August 20, 2018**

Location: 43 Main St. Tonawanda NY 14150

Board Members in Attendance: Jason Knight, Alice Roth, Joe Cassata, Fred Foels, George Ferber, Jackie Smilinich, Joe Cassata, Chuck Gilbert, Dawn Kammerdeiner.

Excused: John Guido

Other Attendees: Doug Taylor (Advisor), Mayor Rick Davis.

Other Attendees Excused: Allison Harrington (Executive Director), Roxanne Kise (Landmark)

Meeting called to order by Chair, Jason Knight at 5:03 pm

**MOTION: Alice moved to approve minutes of July 27, 2018. Second by George. Motion carried**

Jason announced that the 501.3.C has been approved as of today!

## **Committee Reports**

### **Main Street**

- Council adopted the LDC By Laws on August 7, 2018.
- Mayor delegated funding of \$20000 to appoint Allison Harrington as Director of Main Street Program thru Dec 31, 2018 or until funding is depleted.
- The remaining of work must be completed by December 31, 2018 under the grant.
  - Economic Plan
  - Parking Study
  - Survey
  - National Historical Delegation cannot be completed by December 31, consider local as survey would provide the justification.

**MOTION: George made the motion to approve the proposed Technical Development Plan, as attached, to include Historical, Economic Development dated August 20, 2018, Marketing Plan and Parking Study. Second by Alice. Motion Carried.**

**Mayor endorsed the proposal as stated in the above motion.**

## **OLD BUSINESS**

- Scheduling of meetings is now the responsibility of the LDC.
  - Economic Development, Chair Jason Knight – September 10
  - Governance & Finance – Allison must be present. Meeting date TBD
  - Marketing – Chair Jackie Smilinich. Meeting date TBD
  - Historical – Chair Alice Roth Meeting date TBD
  - Main Street Program - Board

## **NEW BUSINESS**

- George - LDC should be the lead for those requesting information. What is the procedure for obtaining the info?
  - After discussion it is the decision of the Board to place information to the Main Street Website to include
    - ECIDA
    - City Building Inspector
    - Planning Board for design standards
    - Final approval by Council
- LDC will now require a Website of its own.
- Intern Position – Jason has completed the job description. However, after speaking with UB, the hopes of an intern are slim due to lack of interest in non-paying position.
- Young Street – Two resolutions are scheduled to be on Council Agenda according to Dawn, one to reopen the street and one to extend closure pending DRI. Dawn confirmed that the Council did approve the Comprehensive Plan and Local Waterfront Revitalization Plan, and RFP for development on Young St.

**MOTION: Alice motioned a letter be sent to the Council prior to tomorrow's meeting encouraging the closure remain in place as LWRP, Com Plan, Parking Studies, DRI etc. were predicated on the closure of the street. Additionally, all funds and volunteer hours spent to date have been in vain and future grants in jeopardy, negating the efforts of the last 5 years. Second by Jackie, Motion Carried.**

**MOTION: George motioned to adjourn at 6:12 until September, 2018 at 5PM at American Legion. Second by Joe. Motion carried.**