

LIVINGSTON COUNTY DEVELOPMENT

ECONOMIC • INDUSTRIAL • COMMUNITY

Approved by 

MINUTES LIVINGSTON COUNTY DEVELOPMENT CORPORATION Friday, September 9, 2016

Livingston County Government Center, Room 205
Geneseo, NY

Members Attending: P. Brooks; G. Moore; R. Smith; S. Boscoe; P. Yendell; E. Gott

Staff Attending: W. Bacon; M. Wheeler; L. Wadsworth

Guests Attending: E. Russell, Esq.; Brian Bieger, Birchwood Consulting

Chairman Brooks welcomed members and guests and called the meeting to order at 10:15 AM

APPROVAL OF MINUTES

A motion was made by Mr. Gott to approve the minutes of the August 5, 2016 meeting, seconded by Mr. Boscoe. All in favor. Carried.

TREASURER'S REPORT

Mr. Bacon reviewed the Treasurer's Report. New York Main Street grant revenue is not showing on the report, although grant expenses are. Corrections will be made and presented at the October 7, 2016 meeting.

COMMUNICATIONS & CORRESPONDENCE

Mr. Bacon presented a thank you note from Genesee Community College for the Agency's donation to their annual Opening Doors scholarship.

REVOLVING LOAN FUND

Aging Report

Mr. Bacon reviewed the Loan Fund Aging Report.

A motion was made by Mr. Yendell, seconded by Mr. Smith, to accept the Aging Report for the period ending August 31, 2016. All in favor. Carried.

Evening Star Coffee Roasters Loan Commitment Letter

Mr. Bacon discussed the need to extend the Evening Star Coffee Roasters commitment and closing dates due to project delays. He recommends an extension through the end of the calendar year. The company has been approved for \$100,000. There is a chance they will only need \$50,000-\$75,000.



New Application Review

Mr. Bieger presented an analysis of the loan application received by Chad and Juanita Transport, LLC. Approval was recommended with the following conditions:

- Personal guarantee of Juanita Lloyd as she is 100% owner of C&J.
- Personal guarantee of Chad Colyer as he clearly is the managing director of the business and performs all of the day to day duties.
- Security interest in all assets of C&J Trucking.
- Second lien on the property at 1457 Bragg St., Lima, NY.

A motion was made by Mr. Gott, seconded by Mr. Boscoe, to approve the Chad and Juanita Transport, LLC loan application for 90 days with the aforementioned recommendations. All in favor. Carried.

Mr. Bieger departed at 10:40 AM

OLD BUSINESS

None

NEW BUSINESS

Authorization to enter into contract with H. Sicherman for CDBG grant administration services

Ms. Wheeler reported that one response was received for the published request for proposals for CDBG administrative services. The LCDC has worked with Mr. Sicherman in the past and has been very pleased with the work of his company. Ms. Wheeler recommended awarding H. Sicherman the contract.

A motion was made by Mr. Yendell, seconded by Mr. Smith, to enter into a contract with H. Sicherman for CDBG grant administration services. All in favor. Carried.

Sign & Façade Program

This is the last deadline for Sign & Façade applications for the 2016 calendar year. A total of \$50,000 was allocated for the program. To date, \$42,200 has been awarded leaving a balance \$7,800 to award. Ten Sign & Façade applications were received this month totaling a request of \$44,537. One application was deemed incomplete. Ms. Wadsworth presented the remaining nine projects. Four funding scenarios were presented as follows: 1. Funding all complete applications in full; 2. Funding all complete applications at a reduced rate; 3. Funding the highest scoring applications until budgeted funds run out; 4. funding prioritized applications, based on impact, urgency, and other available funding. Ms. Wadsworth recommended funding prioritized applications, based on impact, urgency, and other available funding.

A motion was made by Mr. Gott, seconded by Mr. Yendell, to approve the following Sign & Façade projects totaling \$27,652 (\$19,852 over the originally allocated amount). All in favor. Carried.

Project	Applicant	Sign & Façade Award
3119 Main St. Caledonia	Heather Hunt	\$4,027
114 Main St. Dansville	Lee Kendall	\$5,000
71 Main St. Geneseo	Sarah Dieter	\$5,000
7281 W. Main St. Lima	James Shelly	\$5,000
4 Commercial St. Livonia	Valarie Singleton	\$3,625
25 Main St. Mount Morris	Benjamin Rudney	\$5,000



OTHER BUSINESS

Mr. Bacon reminded the board that the Brew IN Livingston initiative is currently accepting applications, due September 30, 2016. An inquiry has been received from a county employee, requesting an eligibility determination for participation in the competition. The board is in favor of allowing open participation and stressed the need to be transparent and fair. Mr. Russell reviewed the conflict of interest law for non-profits, pointing out that the conflict must be addressed, open, and fairly handled. A uniform scoring system will be used to evaluate all applicants and impartial judges will be included on the review panel.

ADJOURNMENT

With no further business to discuss, a motion was made by Mr. Smith, to adjourn the meeting at 11:15 AM, seconded by Mr. Yendell. All in favor. Carried.

Respectfully submitted,



Maureen E. Wheeler
Deputy Director

