



6122 South Park Avenue
Hamburg, New York 14075
716.648.4145
www.HamburgIDA.com

**Hamburg Industrial Development Agency
Board of Directors Meeting
MEETING AGENDA
Wednesday, July 20, 2022, 7:30 AM
Pitch Hamburg, 40 Main Street, Hamburg, New York**

Join Zoom Meeting
<https://us02web.zoom.us/j/88189557653?pwd=WkRxenVHeFIMTlpsVy9DY3U5c1I4UT09>
Dial by your location
+1 929 205 6099 US (New York)
Meeting ID: 881 8955 7653
Passcode: 14075

1. Roll Call
2. Reading and Approval of June 2022 Minutes
3. Report of the Treasurer – June Treasurer Report
4. Executive Director Update

New Business

- Welcome Jamel Perkins
- Pitch Hamburg Introduction – Anna Masucci

Unfinished Business

- Rescind Resolution for Ford
- HIDA Sexual Harassment Training – proof of training to Mary

5. Privilege of the Floor
6. Executive Session
7. Adjournment

Next meeting: August 17, 2022, 7:30 AM Blasdel Village Hall



Unapproved/draft
(BOD motion for approval at 7/20/22 meeting)

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**Hamburg Industrial Development Agency
Board of Directors Meeting
June 15, 2022, 7:30am
Blasdell Village Hall**

Present

Andy Palmer
Tom Moses
Davis Podkulski
Bob Hutchison
Janet Plarr
Wence Valentin
Bob Reynolds

Excused

Cam Hall

Guests

Jennifer Strong, Neill & Strong
Mary Doran, HIDA
Philip Riggs, ECIDA
Steve Savage, Billy Lee, LLC

Executive Director

Sean Doyle

-Pledge of Allegiance

-Roll Call

-Motion to open the board meeting at 7:33am.

Moved: Tom Moses

Seconded: Bob Hutchison

Ayes: Palmer, Moses, Podkulski, Hutchison, Plarr, Valentin, Reynolds

Nays: none

Carried

-Motion to approve the May 2022 board meeting minutes

Moved: Janet Plarr

Seconded: Bob Reynolds

Ayes: Palmer, Moses, Podkulski, Hutchison, Plarr, Valentin, Reynolds

Nays: none

Carried

Treasurer Bob Reynolds gave an update on the financials. The interest on the newly opened CD is reflected on the report with \$182 received thus far and \$283.44 received in total interest for the month of May. Expenses were as follows; \$10,113.99 payroll, \$34.97 supplies which left a negative net income of \$12,701.55. Balance on the accounts is \$1,005,546.06.

-Motion to approve the May 2022 Treasurer Report

Moved: Wence Valentin

Seconded: Andy Palmer

Ayes: Palmer, Moses, Podkulski, Hutchison, Plarr, Valentin, Reynolds

Nays: none

Carried

Executive Director Update:

- Key Energy draft documents are with their attorney should be returned to Strong by the end of the week.
- Johnsons Brewhouse, 290 Lake and K&H Industries all approved projects are working through financing, which has been difficult especially with interest rates on the rise.
- Doyle linked Johnsons Brewhouse with the ECIDA loan fund (HDC loan fund maximum amount is \$100,000) they are applying for 1.5 million and are on the agenda for the June ECIDA meeting. Bob Hutchison mentioned there was good press on Johnsons Brewhouse in a Business First article.
- Town of Hamburg Planning Department are currently reviewing 2 small light industrial developments along with the proposed apartment housing development at the corner of South Park and Sowles.

Bob Reynolds asked about the Amazon project now that the building stage has been completed and turned over to Amazon; are they on target to meet their employment goals? Attorney Strong stated their Project and Agent Agreement contains specific dates Amazon has to meet to be in compliance.

- CARES Grant – the HDC approved another applicant this past Monday. A total of 4 applicants were approved for a total of \$182k granted. A few potential applicants are inquiring \$218k is still available. We continue to market and will have a press release/photo opp when checks are presented to the recipients.
- Bond Financing, Doyle is working with a local not-for-profit on a potential project
- Restore New York is a new program working to cleanup brownfield sites. It would be a Town initiative, if the owner of a Hamburg site is on board with the program; an example would be Reifler Concrete. Empire State Development hired a new regional director who will lead the program.
- At the last board meeting Doyle received 2 suggestions from board members on a replacement for the open board position due to Russert-Kelly's resignation. One of them has been interviewed and vetted by the Supervisor. It should be on the agenda for approval at the Town of Hamburg's next board meeting on June 27th.
- The next HIDA board meeting is July 20th it may be moved to the PITCH Hamburg facilities in the Village of Hamburg so board members could see the operation first hand. Doyle will keep the board posted on the possible location change.
- Doyle asked if any board members are on social media to follow and promote our site.

New Business

Hilbert College Sponsorship – Doyle read the following:

*Whereas, on September 10, 2022 Hamburg's own, Hilbert College will celebrate its 65th anniversary.
And whereas, The Hamburg Industrial Development Agency recognizes the significant economic impact the college has to our Town's Economy and development of a qualified professional workforce.*

And whereas, The Hamburg IDA recognizes the 2022 incoming class at Hilbert College will be the largest in the college's history with 267 students with ½ students scoring a 3.5 or above in their high school careers and 90% of these 267 students qualified for financial aid or scholarships

Now therefore be it resolved, that The Hamburg IDA supports the College's workforce development and future success with a \$1,500 sponsorship to the 65th Anniversary Event from the sponsorships line in the 2022 agency budget.

-Motion to approve the above sponsorship to Hilbert College

Moved: Andy Palmer

Seconded: Davis Podkulski

Wence asked about the sponsorship and what the HIDA receives in return. Doyle stated a table at the event along with marketing.

Ayes: Palmer, Moses, Podkulski, Hutchison, Plarr, Valentin, Reynolds

Nays: none

Carried

Ford Motor Company – Doyle read the following:

Motion to table the rescind resolution for Ford Motor Company to July 20, 2022 as director continues to work with Ford on labor reporting, United Auto Workers Union, and NY state Legislative bodies

-Motion to approve the above resolution for Ford Motor Company.

Moved: Bob Reynolds

Seconded: Janet Plarr

Ayes: Palmer, Moses, Podkulski, Hutchison, Plarr, Valentin, Reynolds

Nays: none

Carried

-Privilege of the Floor –

Steve Savage of Billy Lee, LLC, was on Zoom and he spoke on the E-One/Billy Lee PILOT and insurance requirements. After he spoke, Director Doyle and Attorney Strong agreed to a meeting with him to further discuss his concerns.

-Motion to adjourn at 8:13am

Moved: Wence Valentin

Seconded: Janet Plarr

Ayes: Palmer, Moses, Podkulski, Hutchison, Plarr, Valentin, Reynolds

Nays: none

Carried

Sincerely,

Sean Doyle, Executive Director

Next meeting: July 20, 2022, 7:30AM Blasdel Village Hall



Unapproved/draft
(BOD motion for approval at 6/15/22 meeting)

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Excused

Cam Hall

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Mary Doran, HIDA
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Executive Director

Sean Doyle

Roll Call

-Motion to open the board meeting at 8:13am.

Moved: Tom Moses

Seconded: Bob Hutchison

Ayes: Moses, Podkulski, Plarr, Hutchison, Palmer, Valentin, Reynolds

Nays: none

Carried

-Motion to approve the minutes from the May 2022 board meeting.

Moved: Bob Hutchison

Seconded: Janet Plarr

Ayes: Moses, Podkulski, Plarr, Hutchison, Palmer, Valentin, Reynolds

Nays: none

Carried

Treasurer Bob Reynolds gave an update on the financials; \$439.70 was received in interest of which \$182.66 was from the new CD. Balance on the accounts is \$1,648,426.76

-Motion to approve the May 2022 Treasurer Report.

Moved: Bob Hutchison

Seconded: Janet Plarr

Ayes: Moses, Podkulski, Plarr, Hutchison, Palmer, Valentin, Reynolds

Nays: none

Carried

Executive Director Update:

-Will continue to look for the best investments for the Land Development Corporation.

-Privilege of the Floor – no comments

-Motion to adjourn at 8:16am

Moved: Janet Plarr

Seconded: Andy Palmer

Ayes: Moses, Podkulski, Plarr, Hutchison, Palmer, Valentin, Reynolds

Nays: none

Carried

Note: Janet Plarr will be unavailable for the next board meeting out of town on business.

Sincerely,

Sean Doyle, Executive Director

Next meeting: July 20, 2022, 7:30am Blasdell Village Hall

Town of Hamburg Industrial Development Agency

Treasurer's Report

As of June 30, 2022

07/12/22

Accrual Basis

	Jun 30, 22	Dec 31, 21
ASSETS		
Current Assets		
Checking/Savings		
Cash		
Cash-Checking	24,937.25	5,240.44
Cash-Savings	715,416.03	1,059,774.67
CD Mature 4/2023	250,000.00	0.00
Total Cash	990,353.28	1,065,015.11
Total Checking/Savings	990,353.28	1,065,015.11
Total Current Assets	990,353.28	1,065,015.11
TOTAL ASSETS	990,353.28	1,065,015.11
LIABILITIES & EQUITY		
Equity		
Opening Balance Equity	499,980.27	499,980.27
Retained Earnings	565,034.84	152,241.18
Net Income	-74,661.83	412,793.66
Total Equity	990,353.28	1,065,015.11
TOTAL LIABILITIES & EQUITY	990,353.28	1,065,015.11

Town of Hamburg Industrial Development Agency

Treasurer's Report

June 2022

07/12/22

Accrual Basis

	Jun 22	Jan - Jun 22
Ordinary Income/Expense		
Income		
Administrative Fees	0.00	13,587.34
Interest Earnings	93.42	647.57
Interest Earnings CD	359.44	542.10
Refund	0.00	134.71
Total Income	<u>452.86</u>	<u>14,911.72</u>
Gross Profit	452.86	14,911.72
Expense		
Audit	0.00	4,500.00
Business Expenses & Mileage	196.62	1,861.66
Cell Phone	83.33	499.98
Complete Payroll		
Payroll and Benefits	10,624.62	62,379.03
Processing Payroll	104.04	758.84
Total Tax Liabilities	<u>753.68</u>	<u>5,300.80</u>
Total Complete Payroll	11,482.34	68,438.67
Conferences & Seminars	0.00	100.00
Membership Dues	100.00	5,100.00
Office Expenses		
IT Support	0.00	110.00
Office Equipment	0.00	195.62
Postage	0.00	176.58
Subscriptions	94.99	228.94
Supplies	<u>388.36</u>	<u>648.25</u>
Total Office Expenses	483.35	1,359.39
Payroll Expenses/Insurance	1,260.00	2,817.85
Publicity & Public Hearings	0.00	596.00
Sponsorship	<u>2,040.00</u>	<u>4,300.00</u>
Total Expense	<u>15,645.64</u>	<u>89,573.55</u>
Net Ordinary Income	<u>-15,192.78</u>	<u>-74,661.83</u>
Net Income	<u><u>-15,192.78</u></u>	<u><u>-74,661.83</u></u>



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+1 929 205 6099 US (New York)
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1. Roll Call
2. Reading and Approval of Minutes
 - June 2022 Meeting Minutes
3. Report of the Treasurer
 - June Treasurer Report
4. Executive Director Update:
Unfinished Business
5. Privilege of the floor
New Business (*deadline for New Business is Thursday at 5:00*)
6. Executive Session
7. Adjournment

Next meeting: Wednesday, August 17, 2022 7:30am Blasdel Village Hall



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Executive Director

Sean Doyle

Roll Call

-**Motion** to open the board meeting at 8:13am.

Moved: Tom Moses

Seconded: Bob Hutchison

Ayes: Moses, Podkulski, Plarr, Hutchison, Palmer, Valentin, Reynolds

Nays: none

Carried

-**Motion** to approve the minutes from the May 2022 board meeting.

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Nays: none

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Hamburg New York Land Development Corporation

Treasurer's Report

As of June 30, 2022

07/12/22

Accrual Basis

	Jun 30, 22	Jun 29, 22
ASSETS		
Current Assets		
Checking/Savings		
cash		
cash-cash checking	2,083.32	2,083.32
Cash-Savings	1,396,778.96	1,396,537.91
CD Mature 4/2023	250,000.00	250,000.00
Total cash	1,648,862.28	1,648,621.23
Total Checking/Savings	1,648,862.28	1,648,621.23
Total Current Assets	1,648,862.28	1,648,621.23
TOTAL ASSETS	1,648,862.28	1,648,621.23
LIABILITIES & EQUITY		
Equity		
Unrestricted Net Assets	1,654,412.87	1,654,412.87
Net Income	-5,550.59	-5,791.64
Total Equity	1,648,862.28	1,648,621.23
TOTAL LIABILITIES & EQUITY	1,648,862.28	1,648,621.23

Hamburg New York Land Development Corporation

Treasurer's Report

June 2022

07/12/22

Accrual Basis

	<u>Jun 22</u>	<u>Jan - Jun 22</u>
Ordinary Income/Expense		
Income		
Interest-Deposits	241.05	1,209.80
Interest Income CD	194.45	377.11
Total Income	<u>435.50</u>	<u>1,586.91</u>
Gross Profit	435.50	1,586.91
Expense		
Audit	0.00	3,750.00
Legal fees & expenses	0.00	5,112.50
Taxes and Filing Fees	0.00	275.00
Total Expense	<u>0.00</u>	<u>9,137.50</u>
Net Ordinary Income	435.50	-7,550.59
Other Income/Expense		
Other Income		
Refund	0.00	2,000.00
Total Other Income	<u>0.00</u>	<u>2,000.00</u>
Net Other Income	0.00	2,000.00
Net Income	<u><u>435.50</u></u>	<u><u>-5,550.59</u></u>