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[www.HamburgIDA.com](http://www.HamburgIDA.com)

**Hamburg Industrial Development Agency  
Board of Directors Meeting  
January 18, 2023, 7:30am  
Blasdell Village Hall**

**Present**

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

**Excused**

Cam Hall  
Wence Valentin  
Jamel Perkins

**Guests**

Jennifer Strong, Neill & Strong  
Mary Doran, HIDA  
Francesca Bond, Hamburg Sun

**Executive Director**

Sean Doyle

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**- Pledge of Allegiance**

**-Roll Call**

**-Motion** to open the board meeting at 7:34am

**Moved:** Andy Palmer                      **Seconded:** Tom Moses  
**Ayes:** Moses, Podkulski, Hutchison, Plarr, Palmer, Reynolds  
**Nays:** none  
**Carried**

**-Motion** to approve the December 2022 board meeting minutes

**Moved:** Bob Reynolds                      **Seconded:** Bob Hutchison  
**Ayes:** Moses, Podkulski, Hutchison, Plarr, Palmer, Reynolds  
**Nays:** none  
**Carried**

Treasurer, Bob Reynolds, gave an update on the financials. December had a gross income of \$32,605.59 and expenses of \$29,597.06 of which \$28,553.43 consisted of payroll and performance payments which resulted in a net income after expenses of \$3,008.53.

Bob also gave an unaudited wrap up for 2022. Forecasted income for 2022 was \$228,100 vs actual income of \$191,930.62. 2022 expenses were budgeted for \$221,649.32 and actual expenses totaled \$183,951.98 this helped offset the loss of projected income for 2022. Saving on expenses kept the company on budget. December 31, 2021 total liabilities and equity \$1,065,015.11 vs December 31, 2022 \$1,072,993.75 an increase of \$7,978.64.

**-Motion** to approve the December 2022 Treasurer Report

**Moved:** Bob Reynolds                      **Seconded:** Janet Plarr  
**Ayes:** Moses, Podkulski, Hutchison, Plarr, Palmer, Reynolds  
**Nays:** none  
**Carried**

### **Executive Director Update:**

-Johnsons Taphouse closed in December. K&H Industries/Staub as well as Mission Hills will be closing in 2023. K&H Industries is moving along they did go back to the town planning board as their building is projected to be larger than originally planned.

-Doyle stated he is on a new committee with local IDAs called "Office Space Working Group". Their kick-off meeting was in December. They are determining the percentage of office space that has declined occupancy with the increase in hybrid working situations since the pandemic. They are focused on coming up with adaptive reuse solutions for vacant office buildings.

-New IDA legislation came out of Albany requiring IDA's to mail via certified mail to all effected taxing jurisdictions notifications of impending resolutions. As well as notification to the appropriate jurisdictions of projects that will be ending within a 2 year time frame. Doyle stated it was most likely designed for IDA's that do not have board representations. HIDA Board has representatives for the various jurisdictions as follows and will adhere to the new policy:

Tom Moses – Village of Hamburg

Andy Palmer – Village of Blasdell

Davis Podkulski – Frontier School District

Cam Hall – Hamburg School District

-Doyle met with John Gilmour regarding Pitch Incubator and Hamburg IDA

-Meeting on January 19<sup>th</sup> with Virginia Smith – HUBZone

-ECIDA amended their UTEP to include an economic inclusion policy to maximize opportunities for minorities and women. Their matrix for determining a pilot now includes a MWBE category which could potentially give applicants an extra boost/point and help them move from a 7 to 10 year pilot.

-Looking ahead, Hamburg State of the Town address is January 26<sup>th</sup> at Hilbert College, HDC annual breakfast meeting is Tuesday January 31<sup>st</sup> at Ilio's and the next HIDA board meeting is February 15, 2023.

### **New Business**

Membership support of Invest Buffalo Niagara

-**Motion** to approve a \$5,000 2023 Sponsorship/membership in Invest Buffalo Niagara. Funds marked in 2023Budget

**Moved:** Bob Reynolds                      **Seconded:** Janet Plarr

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

**Nays:** none

**Carried**

\* **Reminder** to the board annual sexual harassment training is required by law for all board members. Training thru current employer is acceptable please forward the HIDA proof of completion. Additionally, Mary will send out a training link to all board members to use if training is not offered/or available by employer.

HIDA Annual Meeting of committee and officer assignments will take place in February. Included in today's meeting packet is a list of committee/responsibilities. Please notify Sean or Mary of any interest in or nominations for positions prior to the February meeting.

-**Privilege of the Floor** – no comments

**-Motion to adjourn at 7:59am**

**Moved:** Andy Palmer

**Seconded:** Janet Plarr

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

**Nays:** none

***Carried***

Sincerely,

A handwritten signature in black ink, appearing to read 'SD', is written over the printed name of Sean Doyle.

Sean Doyle, Executive Director

**Next meeting: February 15, 2023 7:30AM Blasdel Village Hall**