

**Olean Local Development Corporation
101 East State Street
Olean, NY 14760**

Olean Local Development Corporation Meeting Minutes

Thursday, May 31, 2018

8:30 a.m.

Room 119

Olean Municipal Building

Attendance: Members: Mayor Aiello
 JR Bennion
 David Carucci
 John Crawford
 Nicholas DiCerbo, Jr.
 Keri Kerper
 Rick Moore
 Bob Ring
 Fred Saradin
 Colleen Taggerty

Other(s): Kathleen Monroe

1. Roll Call

Mr. Carucci called the meeting to order at 8:30 a.m. and requested the roll call show all members present except John Sayegh.

2. Reading and approval of the April 12, 2018 meeting minutes

A motion was made by John Crawford, seconded by Keri Kerper to approve the April 12, 2018 meeting minutes. Voice vote, ayes all. Motion carried.

3. Elections

There was no business at this time.

4. Bills and Communications

There was no business at this time.

5. Report from the Treasurer

Mr. Saradin advised there is a \$129.40 cash balance in the Community Bank, N.A. account after making a small balance transfer of \$23.61 from Five Star Bank to Community Bank, N.A. In response to Mr. Crawford's comment, Mr. Saradin agreed the OLDC had a fiscal year loss of net income of \$3,377 and low equity.

A motion was made by Keri Kerper, seconded by JR Bennion to accept the financial report. Voice vote, ayes all. Motion carried.

6. Report of Committees

There was no business at this time.

7. Unfinished Business

There was no business at this time.

8. New Business

i. RFP Audit Services

Ms. Kerper referred to the scoring sheets completed by her, Mayor Aiello, Mr. Carucci and Mr. Saradin and advised the OLDC received three responses to perform the audit services and the grading sheets outlining the list of proposals are included in the committee packets.

Ms. Kerper explained that Buffamante Whipple and Buttafaro P.C. (BWB) scored the highest and thus has been chosen to perform the audit services. She further explained the breakdown of cost proposals consisted of: BWB, \$1,000 per year for each of the four years; Padilla & Company, LLP \$30,000 per year; Edward Bysiek, CPA proposal for year one \$1,450, year two, \$1,475, year 3, \$1,500 and year four \$1,500.

Mr. Carucci noted the scope of services will increase if the OLDC becomes a flow through organization for funding and grant opportunities for which BWB has informed him that any changes in services that may affect the cost of the audit will come before members for approval before the audit is conducted and Edward Bysiek, CPA will cap the audit at \$3,000 per year.

Ms. Kerper advised a special meeting may be called to review, approve and accept the June 1, 2017 – May 31, 2018 Independent Audit prepared by BWB to remain in compliance with PARIS reporting.

A motion was made by Colleen Taggerty, seconded by John Crawford to accept the BWB Independent Audit Services proposal and to authorize Mr. Carucci to execute the contract with BWB for Independent Auditing Services. Voice vote, ayes all. Motion carried.

iv. Strategic Planning Session

Ms. Kerper informed members that the Office of Community Renewal (OCR) notified the City that it is enacting changes to their Program Income Guidelines. She explained the OCR is requesting recipients review the last 18 years of grant funding received, and OCR is requesting all uncommitted funds be returned to them by April of 2019. Ms. Kerper advised \$4,000 in funds has been committed to the OLDC to pay for auditing services for the next 4 years.

Ms. Kerper explained she researched the “NFL Play 60” funding opportunity, and noted the program is not a good fit for the OLDC as it is geared toward schools and after school activities. She indicated in her research on “Play 360”, it is geared toward a guide to build your own park with painting, tire design and decorative concrete, etc. which is also not the best fit for the OLDC.

Ms. Taggerty questioned other grant opportunities available through the Ralph C. Wilson Jr. Foundation, noting Mary Wilson’s Representative Karen Buchheit visited the area and is highly impressed with the region and she could see funding opportunities reaching our area. Ms. Taggerty suggested connecting with Ms. Buchheit to explore additional funding opportunities.

Mayor Aiello advised the City is currently working with Ms. Buchheit on setting up the Oak Hill Park Ribbon Cutting Ceremony.

Ms. Kerper explained the City is currently applying to and working with the Ralph C. Wilson Jr. Foundation for which the City is a finalist in the Kaboom Play Everywhere Challenge process with the full funding application due June 15, 2018.

Mr. Moore suggested the OLDC and Olean City School District partner up and work together on the Ralph C. Wilson Jr. Foundation/ Kaboom grants. Mr. Moore advised he will pass along the information concerning the partnership and funding opportunities to the School Board.

Mr. Crawford extended an invitation to members for the Council’s Strategic Planning Sessions concerning long term solutions to remedy and eliminate the blight issue. He further explained the City can benefit from OLDC funding.

Mr. Crawford advised he has contacted Rural Revitalization Corporation (RRC) regarding two properties located in Ward 5 as RRC is able to apply for additional funding sources for the rehabilitation or demolition of the homes that the City is not eligible to apply for. He further noted as the County Tax Auction approaches, he feels this trend will continue to increase and the properties will continue to deteriorate further with the County and City ending up with additional blighted homes.

Mr. Carucci noted as the search for funding opportunities continue, the goal of turf in the Stadium will continue to be at the top of his list.

Ms. Taggerty suggested members continue to research grant opportunities that fit into the OLDC's mission.

9. Executive Session

There was no business at this time.

10. Adjournment

The next Olean Local Development Corporation meeting has been scheduled for September 6, 2018 at 8:30 a.m. A motion to adjourn was made by JR Bennion, seconded by John Crawford. Voice vote, ayes all. Motion carried. The meeting ended at approximately 9:10 a.m.