

DLDC BOARD OF DIRECTORS MEETING – March 3, 2016

Present: Mayor Wilfred Rosas, Chairman Duane Beard, Nicole Waite, Len Schrantz, Councilman-at-Large Andrew Woloszyn, Steve Sek, Judy Presutti, Rosemary Banach, Councilman Andrew Gonzalez, Treasurer Richard Halas

Also Present: Michael Civiletto and Greg Fox (Observer)

Absent: Joseph Becerra and Charles Cornell

Meeting was called to order by Duane Beard at 11:00 AM, located in the Mayor's Conference Room.

Consent Agenda:

Duane Beard introduced himself as Director of Planning & Development for the City of Dunkirk, and Chairman of the DLDC Board as per the By-laws. Those who were present took turns introducing themselves:

- Nicole Waite, new Deputy Director of Planning & Development for the City of Dunkirk
- Len Schrantz, former City Councilman and Assessor
- Steve Sek, resident
- Andrew Woloszyn, Councilman-at-Large
- Judy Presutti, Executive Director of Dunkirk Housing Authority
- Rich Halas, City Fiscal Affairs Officer
- Gred Fox, Observer

Mr. Beard named Nicole Waite pro tem Secretary, responsible for keeping minutes for the meeting and calling roll.

Old/Unfinished Business:

No old business was discussed.

New Business:

Pre-filed Resolution #1-2016– Authorizing Deputy Director Nicole Waite to open a new Dunkirk Festivals bank account, and transfer the balance of DLDC's current Festivals bank account (No. 4330233562) to the new account. Authorized signatories for both the old and new Festivals accounts will be: Wilfred Rosas, Richard Halas, Nicole Waite, and Hector Rosas.

Pre-filed Resolution #2-2016- Authorized signatories for the DLDC Operating bank account (No. 4330233570) will be: Wilfred Rosas, Duane Beard, Nicole Waite, and Richard Halas.

Pre-filed Resolution #3-2016 – Authorized signatories for the DLDC HUD bank account (No. 4330916240) will be: Wilfred Rosas, Duane Beard, Nicole Waite, and Richard Halas.

Pre-filed Resolution #4-2016 – Authorized signatories for the DLDC Farmers Market bank account (No. 4100230129) will be: Wilfred Rosas, Duane Beard, Nicole Waite, and Richard Halas.

Rosemary Banach questioned whether having separate bank accounts for Festivals and Farmers Market was necessary. Rich Halas explained in the past Tim Gornikiewicz operated the Festivals account and Lacy Lawrence was responsible for the Farmers Market. Nicole Waite added that

certain items are automatically debited/credited to the Farmers Market account due to the operation of the EBT machine.

Andrew Woloszyn made a motion to pass resolutions #1-2016, #2-2016, #3-2016, and #4-2016. Seconded by Steve Sek. Carried, all voting aye.

Mr. Halas asked what he should do after he signs a check from the Operating account for a bill. It was agreed he would then place it in the Development mailbox so Mr. Bear or Mrs. Waite could provide the second signature.

Mr. Beard restated that the HUD bank account is frozen. Mayor Rosas has spoken to a high official from the U.S. Department of Housing and Urban Development and they have stated that we need systems in place that are up to their standards. Ms. Banach asked what needs to happen next. Mayor Rosas indicated he was working with the Development Department and would present a plan to the board. Judy Presutti asked how much was in the frozen HUD bank account. The Mayor said there is approximately \$79,000.

Pre-filed Resolution #5-2016 – Authorized agreement with Chautauqua County Health Network for Creating Healthy Schools and Communities Grant.

Judy Presutti made a motion to pass resolution #5-2016. Seconded by Andrew Gonzalez. Carried, all voting aye.

DLDC Operations - Mr. Beard stated that he was new to Dunkirk and this was his first DLDC board meeting, but after reviewing their operations of the past few years he has some serious concerns of the viability of the DLDC. It may have been created to accomplish good, but in the past few years it has had some serious issues. He would be performing a 'stem to stern' review and presenting his suggestions to the Mayor in the next 60 days on how to proceed with the DLDC and that all options are 'on the table'.

Andrew Woloszyn asked if dissolution was an option. Ms. Banach wondered if it was best to just dissolve the DLDC and start fresh. According to Mr. Beard that was one of the options being explored and that he had reached out to find others who have been through this process with LDCs.

There was discussion about whether festivals should operate under a development corporation. Both Ms. Banach and Ms. Presutti indicated they had been hesitant to undertake them back in 2012.

Audit – Ms. Banach asked about minutes from the 2015 meetings because there was some business they needed to act on, such as the 2015 audit. Mrs. Waite will continue to search the records, but so far for 2015 we've only found agendas for two meetings and minutes for two other meetings. Ms. Presutti indicated she would check through her records to see if she could provide us with copies of minutes.

Andrew Gonzalez made a motion to adjourn at 11:34AM. Andrew Woloszyn seconded. Carried, all voting aye.