

M I N U T E S  
Jamestown Local Development Corporation  
February 16, 2022

The annual reorganization meeting of the Jamestown Local Development Corporation was held on Wednesday, February 16, 2022 at 5:00 pm.

Members Present: Mayor Edward Sundquist  
Vicki McGraw  
Kim Ecklund  
Rev. Luke Fodor  
Margaret Kaltenmeier (via Zoom)  
Tim Smeal (via Zoom)  
Jeff Russell  
Tony Dolce

Others Present: Crystal Surdyk, Director of Development  
John Sellstrom, Financial Coordinator  
Stephanie Wright, Economic Development Coordinator  
Benjamin Haskin, Esq, Assistant Corporation Counsel  
Patrick Smeraldo, Children's Collaborative Solutions

Mayor Sundquist called the meeting to order at 5:08 pm

The first item on the agenda was the Election of Officers. President and Vice President are by virtue of office. President is Edward Sundquist and Vice President is Tony Dolce.

Vicki McGraw was nominated for Treasurer. Vicki accepted the nomination.

Kim Ecklund was nominated for Secretary. Kim accepted the nomination.

The slate of officers was approved.

8 AYE                      0 NAY

Carried.

A motion was made by Tony Dolce and seconded by Luke Fodor to designate Crystal Surdyk as the Executive Director of the Jamestown Local Development Corporation.

8 AYE                      0 NAY

Carried.

A motion to approve the agreement between the Jamestown Urban Renewal Agency (JURA) and the Jamestown Local Development Corporation (JLDC) in the amount of \$140,000 for the 2022 calendar year for staffing needs was made by Kim Ecklund and seconded by Vicki McGraw.

8 AYE                      0 NAY

Carried.

A motion was made by Tony Dolce and seconded by Vicki McGraw to designate Key Bank and Evans Bank as depositories for the Jamestown Local Development Corporation and that they be authorized and directed to honor checks, drafts or other orders for the payment of money drawn in the Jamestown Local Development Corporation.

8 AYE                      0 NAY

Carried.

A motion was made by Kim Ecklund and seconded by Tony Dolce to authorize the Mayor/President of the Agency, the City Finance Director and the City Comptroller to serve as signatories on all JLDC financial accounts and authorizing Crystal Surdyk, Executive Director and John Sellstrom, Financial Coordinator to make transfers for the Jamestown Local Development Corporation.

8 AYE                      0 NAY

Carried.

A motion was made by Luke Fodor and seconded by Vicki McGraw to appoint Benjamin Haskin, Esq. as legal counsel for JLDC

8 AYE                      0 NAY

Carried.

Board Members received Acknowledgement of Fiduciary Responsibilities, Conflict of Interest Disclosure Statement and Whistleblower Policy. These will need to be signed and dropped off to office or emailed.

Vicki McGraw made a motion, seconded by Tom Nelson, to select the third Wednesday of each month at 5:15 pm as a placeholder date for future Jamestown Local Development Corporation meetings.

8 AYE                      0 NAY

Carried

Tony Dolce made a motion, seconded by Jeff Russell to approve the minutes from the November 17, 2021 board meeting.

8 AYE                      0 NAY

Carried.

Tony Dolce made a motion, seconded by Kim Ecklund, to approve the JLDC Financial Reports through the end of 2021. John Sellstrom noted a difference from previous years due to some loans making interest only payments

8 AYE                      0 NAY

Carried.

Crystal Surdyk discussed some changes made to the guidelines for the Fund for Downtown Programming.

There was discussion on whether the target area should be expanded to include other areas of the City beyond downtown and the Riverwalk. It was decided that the purpose of the fund is to bring events and people to downtown and the target area should remain the same.

Kim Ecklund thought the time period for the program committee meeting to review applications should be more specific than the current "reasonable period of time". It was decided to change it to 10 business days.

There was a question about funding reoccurring events. It was decided that reoccurring events would be decided on a case by case basis with priority given to new events and funding amounts will be at the discretion of the JLDC Board.

Crystal noted that some language was removed from the guidelines due to applications no longer being tied to State approval.

The State previously required events to have two million dollars in insurance. This was changed to one million dollars.

Crystal will make all necessary changes and send out final draft to the Board including a current list of applications and accounting of available funds.

Patrick Smeraldo from Children's Collaborative Solutions (CCS) was invited to discuss his proposal for the Fund for Downtown Programming.

Patrick explained that the purpose of CCS is to connect agencies, service providers, schools etc to bring the community together for the betterment of kids.

CCS has submitted a rough proposal for several events they are hoping to do in 2022. The first would be on June 24<sup>th</sup>, the last day of school for most districts. It would be a health and wellness fair with agencies that offer services for children. It would be a carnival type event for kids at Comedy Center Park. There would be lots of fun things for the kids to do along with agencies and schools there to sign kids up for summer programming. This event would run from noon to 4:00 pm and then at night there would be an event at the Tarp Skunks with fireworks.

July 22<sup>nd</sup> and 23<sup>rd</sup> would be Christmas in July. Friday night there would be a Tarp Skunks game with fireworks and a Christmas theme. Saturday, would be a Christmas Village at Comedy Center Park with performers, sidewalk chalk, maybe a Christmas movie or music and maybe 3v3 basketball tournament.

September 3<sup>rd</sup> and 4<sup>th</sup>. Saturday would have beer tastings and music downtown near the ice arena. The arena would be used in case of inclement weather. Sunday, would be the Labor Day Festival at Bergman Park.

December 2<sup>nd</sup> and 3<sup>rd</sup>. There is a 16 team hockey tournament at the ice arena. CCS would like to host a music event upstairs at the arena on Friday night to kick off the holiday weekend. Saturday would be the Mistletoe Mile run, holiday movies at the Reg and an expanded parade and fireworks.

Patrick discussed that he is looking to obtain \$15,000 in additional funding from other entities to supplement what he is requesting from the Fund for Downtown Programming.

Kim Ecklund mentioned how much everyone enjoyed the parade last year.

Mayor Sundquist mentioned how much the City appreciates the work Patrick is doing to bring these events for kids and families to Jamestown. He stated the Patrick has already met with all the City departments to talk about necessary permits and costs for the DPW, JFD and JPD.

Crystal Surdyk mentioned that the proposal is a rough draft at this point, but CCS want to get an early jump on planning in order to do the necessary advertising and promotion to make these events a success. Crystal also mentioned that the expenses will be monitored to ensure that no funds go to paying for alcohol or out of the target area events.

Everyone thanked Patrick for being there to explain his vision for the proposed events.

Crystal Surdyk discussed the next Fund for Downtown Programming application for the BPU. Previously, the subcommittee had approved an application as a \$50,000 match for a grant BPU received from NYSERTA. They will be hosting a two day Climate and Technology Conference Downtown. All the details are still being worked out, but an event planner has been hired to design the conference on October 18<sup>th</sup> and 19<sup>th</sup>. They are looking at the Northwest Arena to serve as the primary event space and also utilize the Doubletree hotel and hold some ancillary events to include additional downtown businesses. They are looking for approval now in order to be able to start advertising the event.

Kim Ecklund wanted to make sure there were no legal issues with a City entity receiving City funds. Ben Haskin will look into any possible conflicts and vote will be contingent on approval from Corporation Council.

The final Fund for Downtown Programming request was an addition to a previous application approved for Doug Sitler. The application for the 10,000 Maniacs 40<sup>th</sup> Anniversary Concert was approved pre-pandemic, but unfortunately had to be cancelled. When Doug was resubmitting the application he forgot to include a bill for sound. Original approval for this program was made for \$25,000. He is requesting this be amended and include the additional \$6,000.

Tony Dolce made a motion to fund the BPU Climate and Technology Conference in the amount of \$50,000, contingent on approval by Corporation Counsel. The motion was seconded by Vicki McGraw.

8 AYE                      0 NAY

Carried.

Kim Ecklund made a motion to approve the application by Collaborative Children's Solutions for \$40,000. Motion was seconded by Tony Dolce.

8 AYE                      0 NAY

Carried.

Kim Ecklund made a motion to approve an additional \$6,000 for the Sitler, HQ application for the 10,000 Maniacs 40<sup>th</sup> Anniversary Concert. The motion was seconded by Luke Fodor.

8 AYE                      0 NAY

Carried.

Mayor Sundquist asked for any new business. Being none, he mentioned the need for an executive session to discuss possible litigation.

Motion to go into executive session was made by Tony Dolce and seconded by Luke Fodor.

8 AYE

0 NAY

Carried.

Respectfully submitted,

Beth Kresge  
Office Manager