

**Watertown Local Development Corporation
Regular Board Meeting Minutes
Thursday, May 17, 2012**

The Watertown Local Development Corporation (WLDC) held its regular board meeting on Thursday, May 17, 2012 in the board room of the WLDC, 82 Public Square, Watertown, New York 13601.

MEMBERS PRESENT – Jeffrey Graham, President; John Vanderloo (Designee for Roseanne Murphy); Mark Bellinger; Donald Alexander; Kenneth Mix (Designee for City Manager)

MEMBERS EXECUSED – Jeffrey Fallon; Erika Flint

OTHERS PRESENT – James Heary, Attorney At Law; Donald W. Rutherford; CEO; Dave Zembiec (Designee for Donald Alexander); Craig Fox, Reporter; Watertown Daily Times; Daniel Villa

CALL TO ORDER – President Graham called the meeting to order at 8:30 a.m.

I. MINUTES – Mr. Alexander made a motion to approve the minutes of April 19, 2012, seconded by Mr. Mix. All in favor. Carried.

II. FINANCIAL STATEMENTS – Mr. Rutherford reviewed the financial statements for the month of April.

Mr. Rutherford reviewed the delinquent accounts and the commitments and updated the Board on the status of loans expected to close.

A motion was made by Mrs. Bellinger to approve the April financial statements, seconded by Mr. Alexander. All in favor. Carried.

III. NEW BUSINESS

Multi-Purpose Facility – Daniel Villa presented his idea for a multi-purpose facility to be located on the Jefferson Community College campus. It would seat 6,000 to 7,000 people for performances and have a room that could seat 500 to 600 people for conferences or banquets. It could possibly include other things like a sheet of ice or indoor track. The college needs 35,000 square feet for a higher education center that will include classroom space and a learning center. The State will pay 50% of the cost of college buildings. The SUNY 2020 program will award \$20,000,000 to three colleges that build projects that connect with their community and increase economic development. He said the Whispering Pines site will be available to the college after it is closed and he thought it would be an ideal location for the facility because it is located next to I-81. He has contacted Paradigm Economics about doing a feasibility study, which will cost

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\$40,000. He has discussed funding of the study with the Northern New York Community Foundation, Jefferson County, the college, and the JCC Foundation. He requested \$10,000 from the Watertown Local Development Corporation. The JCC Foundation will be the recipient of the money and will enter into the agreement with Paradigm Economics.

A motion was made by Mr. Alexander to approve contributing \$10,000 to the JCC Foundation for funding of the feasibility study for the multi-purpose facility, seconded by Mr. Bellinger. All in favor. Carried.

Mr. Alexander and Mr. Zembiec left the meeting at 9:25 a.m.

IV. LOAN REVIEW COMMITTEE

Current Applications, Inc.—The Loan Review Committee recommended approval to term out Current Applications, Inc.'s existing \$75,000 note over 5 years at 5% fixed. Once a line of credit is put in place with M&T Bank, it is expected that this note will be paid. An identical request is going to the JCLDC.

A motion was made by Mr. Bellinger, seconded by Mr. Graham, to approve the term out of Current Applications, Inc.'s existing \$75,000 note over 5 years at 5% fixed interest, contingent upon JCLDC approval. All in favor. Carried.

The Punkin Patch LLC – The Loan Review Committee recommended approval to loan The Punkin Patch LLC \$40,000 to be used to purchase 10 portable cribs with mattresses, toys, and outdoor equipment and working capital. The proposed term is 7 years at a fixed interest rate of 5%

A motion was made by Mr. Bellinger, seconded by Mr. Graham, to approve a \$40,000 loan to The Punkin Patch LLC to be used to purchase 10 portable cribs with mattresses, toys, and outdoor equipment and working capital for a term of 7 years at a fixed interest rate of 5%. All in favor. Carried.

V. GOVERNANCE COMMITTEE – Mr. Rutherford reported that the Governance Committee met on May 10, 2012 to review the Mission Statement & Measurement Report and the Evaluation of Board Performance. The committee did not recommend any changes to the mission statement or performance goals. He went through the "Additional questions" with the Board and answers were provided. The result of the Evaluation of Board Performance was also shared.

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V. CEO ACTIVITY REPORT – Mr. Rutherford’s activity report is attached.

VI. OLD BUSINESS

Franklin Building Tenant Update – Mr. Rutherford reported that Watertown Locksmiths would like a storefront with a 1 year lease and an option to renew. He stated that most start-ups and smaller businesses are not comfortable with multi-year leases. He requested authority to enter into one year leases.

Mr. Mix made a motion, seconded by Mr. Bellinger, to approve the 1 year lease with Watertown Locksmiths and to give the CEO authority to enter into 1 year leases with other tenants. All in favor. Carried.

VII. EXECUTIVE SESSION – Mr. Bellinger made a motion at 9:40 a.m. to enter into executive session to discuss the proposed sale of real property whereby public disclosure would substantially affect the value thereof, seconded by Mr. Mix. All in favor. The open meeting reconvened at 9:58 a.m.

VIII. NEXT MEETING – The next scheduled meeting will be held on Thursday, June 21, 2012 at 8:30 a.m.

IX. ADJOURNMENT – A motion was made by Mr. VanDeloo to adjourn the meeting, seconded by Mr. Mix. All in favor. The meeting adjourned at 9:59 a.m.