

**Watertown Local Development Corporation  
Meeting Minutes  
Thursday, June 16, 2016**

The Watertown Local Development Corporation meeting was held on Thursday, May 19, 2016 at 8:30 a.m. in the office of the WLDC at 82 Public Square, Watertown, New York.

**MEMBERS PRESENT:** Mike Lumbis, Steve Hunt, RoAnn Dermady, Erika Flint, Jeffery Fallon

**MEMBERS EXECUSED:** Donald Alexander, Dave Zembiec, James Mills, Joseph Butler

**OTHERS PRESENT:** Donald Rutherford, CEO; Kim Taylor, Executive Assistant; Craig Fox, Watertown Daily Times

**I. CALL TO ORDER:** Vice President Flint called the meeting to order at 8:32 a.m.

**II. MINUTES:** A motion to approve the minutes of May 19, 2016 as presented was made by Mr. Hunt, seconded by Mr. Lumbis. All in favor. Carried.

**III. FINANCIAL REPORT:** Mr. Fallon presented the financial statements for the month of May.

Mr. Rutherford reviewed the status of the delinquent loan accounts and the commitments.

A motion was made by Mrs. Dermady to approve the May financial and customer report, seconded by Mr. Lumbis. All in favor. Carried.

**IV. CORRESPONDENCE:** There was no correspondence.

**V. COMMITTEES**

**LOAN REVIEW COMMITTEE**

**Roth Industries, Inc.:** Mr. Fallon made a motion on behalf of the Loan Review Committee's recommendation to approve a \$250,000 loan to Roth Industries, Inc. which is part of a \$750,000 participation loan, at 4.5% fixed interest rate for 15 years, 2<sup>nd</sup> position on real estate, 2<sup>nd</sup> position on all machinery and equipment, furniture and fixtures, inventory, accounts receivable and general intangibles of Roth Industries, Inc., job creation of 6 positions, contingent upon bank and public sector financing. The motion was seconded by Mr. Lumbis. Mr. Fallon stated the interest rate is below the LDC's standard rate of 5% to get a blended rate among the public sector. Mr. Rutherford stated the loan will also be used to pay off the existing public sector loans. With no other comments, the loan was approved. Mr. Hunt abstained.

**Prabin R. Bhat d/b/a B-Hat's Curry House:** Mr. Fallon made a motion on behalf of the Loan Review Committee's recommendation to approve a \$25,000 loan to Prabin R. Bhat at 5% fixed interest for 5 years, 2<sup>nd</sup> position on all position on all machinery and equipment, furniture and fixtures, inventory, accounts receivable and general intangibles, job creation of 7 positions, contingent upon bank financing, with an exception to the 1x1 collateral coverage policy, seconded by Mr. Lumbis. With no other comments, the loan was approved. Mrs. Dermady abstained.

## **VI. NEW BUSINESS**

**David A. Ewing-Chow, MD Rent Subsidy Request:** Mr. Rutherford stated the Downtown Development Committee recommend approval of the Rent Subsidy Program to Dr. Ewing-Chow who will be leasing space in the Woodruff Professional Building. Dr. Ewing-Chow is currently located in the Samaritan Medical Office Building and has to vacate that location by Fall of 2017 due to Samaritan's expansion. Dr. Ewing-Chow anticipates executing a 5-year lease with an option to renew for 5 years with the Woodruff Professional Group, LLC.

A motion was made by Mrs. Dermady, seconded by Mr. Fallon to approve Dr. David Ewing-Chow to the Rent Subsidy Program contingent upon receipt of the lease agreement with the Woodruff Professional Group, LLC and rent subsidy agreement.

Mrs. Dermady stated she was concerned with the direct competition with a customer the LDC granted a loan to a couple of months ago and questioned whether the business could apply for the program. Mr. Rutherford stated the Downtown Development Committee discussed the concern stating competition is good for a business, the business fills a vacant storefront and brings activity to downtown. Mr. Rutherford stated if the business is suffering they can see out assistance from our office.

With no further comments or questions, the rent subsidy request to Dr. Ewing-Chow was unanimously approved.

**David J. Braun, O.D. Rent Subsidy Request:** Mr. Rutherford stated the Downtown Development Committee recommend approval of the third Rent Subsidy Program to Dr. David J. Braun. Dr. Braun is currently located in the Samaritan Medical Office Building and has to vacate that location due to Samaritan's expansion. Dr. Braun anticipates executing a 5-year lease with an option to renew for 5 years with the Woodruff Professional Group, LLC.

A motion was made by Mr. Fallon, seconded by Mr. Lumbis to approve Dr. David Braun to the Rent Subsidy Program contingent upon receipt of the lease agreement with the Woodruff Professional Group, LLC and rent subsidy agreement. All in favor. Carried.

**Watertown Bucks Meet & Greet:** Mr. Rutherford stated the Watertown Bucks will host Meet & Greet on Saturday, June 25, 2016 from 7 p.m. to 9 p.m. in the atrium of the Franklin Building.

## **VII. OLD BUSINESS**

**The Retail Coach:** Mr. Rutherford stated he spoke with a representative at the Retail Coach and requested the Retail Coach gather success stories of locations similar in nature to Watertown to share with board members.

The Retail Coach will remain an agenda item until the Governor's Downtown Initiative Award is announced. The Board of Directors will then determine how they would like to proceed with the organization.

## **VIII. NEXT MEETING**

The next meeting will be held on Thursday, July 21, 2016 at 8:30 a.m. There will not be a meeting held in the month of August.

## **IX. ADJOURNMENT**

Mr. Fallon made a motion to adjourn the meeting, seconded by Mrs. Dermady. The meeting adjourned at 9:00 a.m.