

**A regular meeting of the Victor Local Development Corporation (VLDC) was held on Tuesday, February 28, 2017 at the Town Hall, 85 East Main Street.**

**MEMBERS PRESENT:**

|                    |               |
|--------------------|---------------|
| President          | Glenn Cooke   |
| Vice President     | Bryan Powers  |
| Secretary          | Diane Camelio |
| Director           | Mike Guinan   |
| Executive Director | Kathy Rayburn |
| Minutes Clerk      | Sue George    |

**OTHERS PRESENT:** Treasurer, Rebecca Melton via conference call

Meeting was called to order by President Glenn Cooke at 6:12pm.

Salute to the flag.

**Resolution #08-17LDC**

**Acceptance of Minutes**

On a motion made by Bryan Powers, seconded by Mike Guinan, the following resolution was ADOPTED 4 AYES 0 NAYS

**Resolved,** that the Victor Local Development Corporation accepts the minutes from the meeting dated January 24, 2017

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**Financial Report**

**Payment of Bills – Abstract #02**

The Board reviewed the invoices to be paid from the Victor Local Development Corporation/Victor Merchants Group Balance sheets. The unpaid invoices totaled \$8836.00

**Resolution #09-17LDC**

**Payment of Bills - LDC**

On a motion made by Mike Guinan, seconded by Bryan Powers, the following resolution was ADOPTED 4 AYES 0 NAYS

**Resolved,** that the Victor Local Development Corporation has reviewed and approved invoices for payment that appear on the balance sheet totaling \$1492.90.

**Resolution #10-17LDC**

**Payment of Bills – Victor Merchants Group**

On a motion made by Bryan Powers, seconded by Mike Guinan, the following resolution was ADOPTED 4 AYES 0 NAYS

**Resolved**, that the Victor Local Development Corporation has reviewed and approved invoices for payment that appear for on the balance sheet totaling \$7343.10. Invoices are to be paid out of the Victor Merchants Group account.

*Note: Resolution #09-17LDC and #\*\*10-17LDC were included in the Balance Sheet totaling \$ 8836.00*

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**Resolution #11-17LDC**

**The Victor Local Development Corporation's Business Development Fund  
Loan to Michael George, Grease Lightning Power Washing, LLC, 7512 Victor  
Mendon Road, Victor NY**

On motion of Rebecca Melton, seconded by Mike Guinan, the following resolution was ADOPTED 4 AYES 0 NAYS

**Resolved**, to accept the Loan Application of Michael George, Grease Lightning Power Washing, LLC, under the Victor Business Development Fund Loan. The amount of the loan shall be \$30,000.00 with interest at an annual rate of zero percent (0%). However, a fee will be paid at the time of loan origination. The fee is 2.5 (2.5%) percent of the principal for each year of the loan term (48 months) totaling \$3000.00. This fee will be payable from the proceeds of the loan.

Loan payments are due by the first (1<sup>st</sup>) of the month beginning June 1, 2017

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***Rebecca exited the meeting at 6:16pm***

**Executive Director Report  
February 2017**

**Business Calls/Assistance**

Ferris Terrace  
Cazbah  
Jack Dianetti – VMG  
LSI Solutions  
Perfect Granola  
DiMarco Group  
Finns Tap Room  
Kettleridge Farms  
Highpoint Retail  
Victor Terrace  
Tambe Metal  
Petsaver

**Victor, NY Mobile App – “Everything Victor”** – Kathy will be attending a development review meeting this Friday 2/24 at Solu Digital. They will be demonstrating how the backend talks to the app and how Kathy will manage the back end for the businesses that sign up. We will also be discussing how we will be selling the app to potential businesses.

**Economic Development Strategic Planning** - A smaller group met on 1/31 and now have strategies and tactics for 2017! This also outlines our direction for 2018 and beyond. Kathy will be presenting this at the March 13<sup>th</sup> Town Board meeting!

**Business Awards Ceremony – May 4<sup>th</sup>** – Kathy and Sue are excited to announce that Robert Duffy – Greater Rochester Chamber President and Victor resident- will be our keynote speaker at this year’s event – **THANK YOU to Supervisor Marren** for the assistance with that! Notification of seeking nominations was distributed via the proper channels and we’ve started to receive submissions; nominations are due back by 3/3. Sue has mailed out sponsor solicitation letters and is working on the invitation order. **PLEASE CONSIDER NOMINATING A BUSINESS OR INDIVIDUAL – [WWW.VICTORLDC.ORG](http://WWW.VICTORLDC.ORG).**

**Start-Up NY** – The advisory committee met on 2/16 to review three applications submitted for consideration to Finger Lakes Community College (FLCC). Star Cider, which would be located on the campus in Hopewell; PICS Telecom with a proposed location in Victor; and SensoDx, that would locate in Monroe County just over the Wayne County line. All promise internship opportunities for FLCC students and potential jobs.

**Developers Forum** – Glenn Cooke, Victor Local Development Corporation (VLDC) President, has asked us to organize a developer’s forum to establish direct lines of communications between builders, developers, real estate agents and Town/VLDC staff. This will be an avenue to promote incentives, process etc. We would look to implement this in April and plan on collaborating with Planning & Building and County.

**Revolving Loan Program – Village & Town** - The Victor Local Development Corporation (VLDC) has two Village businesses utilizing the revolving loan funds. A Town start-up has applied to the newly established Business Development Fund (funding received from Ontario County Economic Development Corporation) that is designed to fund Town businesses and has been approved by the review committee and will be presented to the full VLDC board for approval on 2/28. This week Kathy received an inquiry from another Town business regarding funding under this program.

**Village Projects Revitalization Plan – Review & Assessment** – Consultants – Dadras Architects – The draft was delivered and reviewed by Village Trustees. The consensus was that they were all in agreement with the suggestions and direction of the draft and would like to proceed with the next phase. We are looking at utilizing the

New York Main Street Technical Assistance grant program to fund phase 2 of this process. Kathy is reviewing the application now and will work with Village board members to complete.

**Commercial Code Audit/Review** – Labella presented a report of their findings on the Village commercial code and discussed that and next steps on February 6<sup>th</sup>. Labella will be attending a joint meeting of the Village Planning and Zoning boards on March 15<sup>th</sup> to discuss moving forward and invite members from those boards to join the steering committee.

**Miscellaneous but relevant:** Supervisor Marren organized a meeting with Senator Funke at Town Hall providing an opportunity to pitch some of the projects submitted for funding to his office; Leadership Rochester invited Kathy to participate in organizing their Economic Development Day; Mitch Donovan and Kathy are working on a proposal for a marketing/public relations contract position to promote Village & Town events.

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***Diane entered the meeting at 6:20pm***

Glenn presented a power point presentation and distributed hand-outs on ideas of a Developers Forum. He has had experience in holding these forums when he was in Webster and it was used for a possible example to model our forum from.

Kathy and Glenn will meet with Katie Evans, Director of Planning and Building before the next meeting. They may be able to discuss the top 3 topics that will be highlighted. Also before the next meeting the Board should come up with an invitation list.

The projected timeframe for the first forum is in June, a coffee/danish type setting with a timeframe of 7:30am-9:30am.

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### **Open Discussion**

Kathy advised the Board that we did receive a letter regarding the board vacancy. Glenn asked for volunteers to meet with this candidate. Mike Guinan and Rebecca Melton will meet with him.

There is an opportunity to apply for an Anchor Grant through the New York Main Street Grant program. This grant focuses on one property for rehab. Kathy would like to put the call out to the businesses that are eligible for this grant. In talking to Ed Flynn, LaBella Associates, there are only three properties in the Village that meet the criteria. Kathy would like to send those three property owners a letter to see if there is interest. The fee for LaBella Associates to write this grant will be approximately \$5500.00 and Bryan suggested possibly having the property owner share some of that cost

Kathy is asking the Grant Committee to take a look at this and decide whether it is something the Victor Local Development Corporation wants to pursue. Kathy will get Glenn, Mike and Bryan (Grant Committee) the anchor grant packet and they will get back to Kathy with recommendations. Bryan asked Kathy to give the committee a week or so to look it over. If agreed to move forward, Kathy will get a firm price for grant writing from Ed Flynn.

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**Adjournment**

Meeting was adjourned on motion at 7:13pm

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Sue George, Minutes Clerk