



Meeting Agenda – STAMP Committee
 Genesee County Economic Development Center
 Thursday, January 10, 2019
 Location: GCEDC Conference Room; 3:00 p.m.

Page #s	Topic	Discussion Leader	Desired Outcome
	1. Call to Order – Enter Public Session	P. Zeliff	
	2a. Executive Session Motion to enter executive session under the Public Officers Law, Article 7, Open Meetings Law Section 105 for the following reasons: 1. The medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation.	P. Zeliff	Vote
	2b. Enter Public Session		
2-4	3. Chairman’s Report & Activities 3a. Agenda Additions / Other Business 3b. Minutes: December 4, 2018	P. Zeliff	
5	4. Discussions / Official Recommendations to the Board: 4a. \$33M STAMP Grant Draw Review YTD	M. Masse	Discussion
	4b. Construction Update	M. Masse	Discussion
6-7	4c. Amendment to Intermunicipal Agreement with Town of Alabama	M. Masse	Disc / Vote
8-9	4d. Additional Archeo Monitoring – Tonawanda Seneca Nation	M. Masse	Disc / Vote
	4e. Professional Services for 2019	M. Masse	Discussion
	5. Adjournment	P. Zeliff	Vote



Tuesday, December 4, 2018
STAMP Committee Meeting - GCEDC
Conference Room
10:30 a.m.

MINUTES

ATTENDANCE

Committee Members: P. Battaglia (Video Conference), A. Vanderhoof, P. Zelif, Z
 GCEDC / GGLDC Board Members:
 Staff: M. Masse, E. Richardson, S. Hyde, J. Krencik
 Guests: T. Carpenter, J. Gsell
 Absent: C. Yunker

1. Call to Order / Enter Public Session

P. Zelif called the meeting to order at 10:30 a.m. in the Innovation Zone.

2. Executive Session

A. Vanderhoof made a motion to enter executive session under the Public Officers Law, Article 7, Open Meetings Law Section 105, at 10:30 a.m., for the following reasons:

1. The medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation.

The motion was seconded by P. Battaglia and approved by all members present.

Re-Enter Public Session

A. Vanderhoof made a motion to enter back into public session at 10:53 a.m., seconded by P. Battaglia and approved by all.

3. Chairman's Report & Activities

3a. Agenda Additions / Other Business – Nothing at this time.

3b. Minutes: October 30, 2018

P. Battaglia made a motion to approve the minutes from October 30, 2018; the motion was seconded by A. Vanderhoof. Roll call resulted as follows:

P. Zeliff - Yes
 P. Battaglia - Yes (Video Conference)
 C. Yunker - Absent
 A. Vanderhoof- Yes

The item was approved as presented.

4. Discussions / Official Recommendations to the Board:

4a. \$33M STAMP Grant Draw Review YTD – M. Masse reminded the Committee that the imprest account was set up and on January 12, 2018 Empire State Development (ESD) deposited \$15.1M into the account. The first 9 Grant Utilization Request Forms (GURF) have been submitted and authorization has been received to release those funds. The requests have taken approx. 5-10 days to receive approval.

4b. Construction Update – M. Masse shared that asbestos abatement and demolition has begun on the remaining residences at STAMP.

4c. Barn Lease at STAMP (Norm Geiss) – One of the local farmers would like to rent the barn at the STAMP site to store some farm equipment over the winter.

M. Masse asked the Committee to recommend approval of a lease agreement with Norm Geiss for use of a Morton building for storage of farm equipment. The agreement expires on April 30, 2019 and includes a monthly rent of \$200.

A. Vanderhoof made a motion to recommend approval of a lease agreement with Norm Geiss as presented; the motion was seconded by P. Battaglia. Roll call resulted as follows:

P. Zeliff - Yes
 P. Battaglia - Yes (Video Conference)
 C. Yunker - Absent
 A. Vanderhoof- Yes

The item was approved as presented.

4d. e3Communications STAMP Public Relations Contract – e3communications, a professional media and public relations firm / consultant will create dedicated social media channels to promote and market WNY STAMP to various audiences, including those in economic development, workforce and higher education among others. e3communications in the last year created social media channels specifically designed to promote WNY STAMP, maintained them with ongoing posts and provided monthly analytic reports. e3communications will also continue to manage public relations activities and communications for the WNY STAMP site.

Funding is available and budgeted in the GCEDC budget. A National Grid grant has been requested to reimburse the Agency for half of the contract amount.

A. Vanderhoof made a motion to recommend approval of a contract with e3communications for 2019 STAMP public relations services for \$24,000; the motion was seconded by P. Battaglia. Roll call resulted as follows:

P. Zeliff - Yes
P. Battaglia - Yes (Video Conference)
C. Yunker - Absent
A. Vanderhoof- Yes

The item was approved as presented.

5. Adjournment

As there was no further business, A. Vanderhoof made a motion to adjourn at 11:30 a.m., seconded by P. Battaglia and passed unanimously.

\$33M STAMP Grant Activity Review YTD

Draws #1-13
GURFs #1-6

Total Draw Amount:	\$ 4,899,065.32									
Total GURF Amount:	\$ 5,494,566.37	\$ 137,770.89	\$	33,726.95	\$ 199,831.68	\$	46,236.89	\$ 156,444.35		
Date of ESD request:		9/26/2018		10/23/2018	11/28/2018		12/14/2018	1/4/2019		
Date ESD funds were Approved:		10/3/2018		10/24/2018	12/3/2018		12/18/2018	In Process		

Cumulative Amount of Grant Funds Expended:
 Request in Process:
Grant Balance Remaining:

Grant Amount:	\$ 33,000,000.00
Expended:	\$ (10,811,198.10)
Request in Process:	\$ (156,444.35)
Grant Balance Remaining:	<u>\$ 22,032,357.55</u>

**STAMP Committee
January 8, 2019**

Intermunicipal Agreement (IMA) with the Town of Alabama

Discussion: As part of the funding for the Phase II Town of Alabama water project, there are some grants in the Town's name, and some funding in the GCEDC's name. The grants in the Town's name would require the Town to spend the money first, then be reimbursed. The Town and the GCEDC have spelled out the terms of an Intermunicipal Agreement that defines which party is responsible for components of the project. The Town will also be cosignatory to the construction contract. This agreement was approved by the Board and the Town in March of 2018 with a not to exceed amount of \$8,750. The Town has received the draft information for ESD Board approval regarding to the \$1.5 million CFA for part of Phase II of the Town's water project and it requires a 1% commitment fee of \$15,000. The GCEDC is seeking to amend the IMA with the Town to increase the not to exceed amount to include the payment of the commitment fee.

The GCEDC is seeking to amend paragraph four of the agreement to read as follows:

Cost Allocations: The Town shall only be obligated to pay \$1,750,000.00, the equivalent amount awarded under the aforementioned grants toward the total cost of construction of Phase 2. All other costs and expenses in connection with the construction of Phase 2 shall be borne by GCEDC. Furthermore, any expenses incurred by the Town associated with said grants or Bond Anticipation Notes required to be obtained by the Town in connection with said grants, including legal or administration fees shall be borne by GCEDC in an amount not to exceed \$8,750.00, a commitment fee for the Consolidated Funding Award in the amount of \$15,000 and interest expense not to exceed \$73,000. In the event a consultant is retained to administer said grants they shall be chosen by mutual consent of the parties.

Fund commitment: Not to exceed \$8,750 for legal and administrative to be covered under the Phase II water budget, and \$73,000 in interest expense to be covered under the project contingency/interim interest budget, with an additional \$15,000 that cannot be covered under NYS funding sources.

Committee action request: Recommend approval to sign amended IMA with Town of Alabama on Phase II of their water project.

**TOWN OF ALABAMA - WATER DISTRICT #2 PROJECT - BOND ANTICIPATION NOTES
(PRINCIPAL AND INTEREST PAID)**

PURPOSE	Establishment Water District #2 - Phase II		Establishment Water District #2 - Phase III		
DATE BOND RESOLUTION ADOPTED	07/10/17		07/10/17		
DATE BOND RESOLUTION AMENDED					
PPU	40 yrs.		40 yrs.		Total:
AMOUNT AUTHORIZED	\$18,630,000		\$18,630,000		\$18,630,000
REPAYMENT PERIOD	40 yrs.		40 yrs.		
DATE OF ISSUANCE	10/11/17		10/11/17		
DATE OF MATURITY	10/10/18		10/10/18		
DAYS	359		359		
AMOUNT ISSUED	\$1,500,000		\$877,000		\$2,377,000
INTEREST RATE	1.79%		1.79%		
INTEREST DUE	\$26,775.42		\$15,654.69		\$42,430.11
PREMIUM	\$0.00		\$0.00		
PURCHASER	GCCB		GCCB		Total Interest
CALLABLE	No		No		\$42,430.11
AMOUNT OF PRINCIPAL REDUCTION	\$0	\$0	\$0	\$0	\$0
DATE OF ISSUANCE	10/10/18	10/10/18	10/10/18	10/10/18	
DATE OF MATURITY	10/09/19	10/09/19	10/09/19	10/09/19	
DAYS	359	359	359	359	
AMOUNT ISSUED	\$1,500,000	\$250,000	\$877,000	\$676,000	\$3,303,000
INTEREST RATE	2.625%	2.625%	2.625%	2.625%	
INTEREST DUE	\$39,265.63	\$6,544.27	\$22,957.30	\$17,695.71	\$86,462.91
PREMIUM	\$82.65	\$13.78	\$48.32	\$37.25	\$182.00
PURCHASER	Oppenheimer	Oppenheimer	Oppenheimer	Oppenheimer	Total Interest
CALLABLE	4/10/2019	4/10/2019	4/10/2019	4/10/2019	\$128,893.02
AMOUNT OF PRINCIPAL REDUCTION	\$45,000	\$5,000	\$25,000	\$0	\$70,000
DATE OF ISSUANCE					
DATE OF MATURITY					
DAYS	0	0	0	0	
AMOUNT ISSUED	\$0	\$0	\$852,000	\$676,000	\$1,528,000
INTEREST RATE					
INTEREST DUE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
PREMIUM					
PURCHASER					Total Interest
CALLABLE					\$128,893.02
AMOUNT OF PRINCIPAL REDUCTION					\$0
DATE OF ISSUANCE					
DATE OF MATURITY					
DAYS	0	0	0	0	
AMOUNT ISSUED	\$0	\$0	\$852,000	\$676,000	\$1,528,000
INTEREST RATE					
INTEREST DUE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
PREMIUM					
PURCHASER					Total Interest
CALLABLE					\$128,893.02
AMOUNT OF PRINCIPAL REDUCTION					\$0
DATE OF ISSUANCE					
DATE OF MATURITY					
DAYS	0	0	0	0	
AMOUNT ISSUED	\$0	\$0	\$852,000	\$676,000	\$1,528,000
INTEREST RATE					
INTEREST DUE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
PREMIUM					
PURCHASER					Total Interest
CALLABLE					\$128,893.02

STAMP Committee
January 8, 2019

Archeological Monitor from the Seneca Nation

Discussion: As part of the archeological work that is performed at the STAMP site, the Tonawanda Seneca Nation has a monitor on site to help identify any of the artifacts that are found. The GCEDC Board approved to pay up to \$12,000 for the monitor based on estimated field work time needed. In December of 2018 the Phase III field work was finally completed, and the total days on site for monitoring was higher than anticipated by \$1,150.

Fund Commitment: Additional \$1,150 to the original approval of \$12,000 for a total of \$13,150.

Committee Action Request: Recommend approval to the full Board of increasing the amount of reimbursement to the Seneca Nation by \$1,150 for an on-site monitor to not to exceed \$13,150.

**STAMP Archeological Work Phase III
Onsite Monitor from the Seneca Nation**

Date	Hours	Billing rate per hour	Total Amount due
7/26/2018	8	\$25.00	\$200.00
7/27/2018	8	\$25.00	\$200.00
7/30/2018	8	\$25.00	\$200.00
7/31/2018	8	\$25.00	\$200.00
8/1/2018	8	\$25.00	\$200.00
8/2/2018	8	\$25.00	\$200.00
8/3/2018	8	\$25.00	\$200.00
8/8/2018	8	\$25.00	\$200.00
8/9/2018	8	\$25.00	\$200.00
8/10/2018	8	\$25.00	\$200.00
8/13/2018	6	\$25.00	\$150.00
8/15/2018	8	\$25.00	\$200.00
8/16/2018	8	\$25.00	\$200.00
8/17/2018	8	\$25.00	\$200.00
8/20/2018	7	\$25.00	\$175.00
8/22/2018	7	\$25.00	\$175.00
8/23/2018	7	\$25.00	\$175.00
8/24/2018	7	\$25.00	\$175.00
8/27/2018	7	\$25.00	\$175.00
8/29/2018	7	\$25.00	\$175.00
8/30/2018	7	\$25.00	\$175.00
8/31/2018	7	\$25.00	\$175.00
9/4/2018	8	\$25.00	\$200.00
9/5/2018	8	\$25.00	\$200.00
9/6/2018	8	\$25.00	\$200.00
9/7/2018	8	\$25.00	\$200.00
9/11/2018	8	\$25.00	\$200.00
9/12/2018	8	\$25.00	\$200.00
9/13/2018	8	\$25.00	\$200.00
9/14/2018	8	\$25.00	\$200.00
9/18/2018	8	\$25.00	\$200.00
9/19/2018	8	\$25.00	\$200.00
9/20/2018	8	\$25.00	\$200.00
9/24/2018	8	\$25.00	\$200.00
9/27/2018	8	\$25.00	\$200.00
9/28/2018	8	\$25.00	\$200.00
10/8/2018	8	\$25.00	\$200.00
10/9/2018	8	\$25.00	\$200.00
10/10/2018	8	\$25.00	\$200.00
10/11/2018	8	\$25.00	\$200.00
10/15/2018	8	\$25.00	\$200.00
10/16/2018	8	\$25.00	\$200.00
10/18/2018	8	\$25.00	\$200.00
10/19/2018	8	\$25.00	\$200.00
10/22/2018	8	\$25.00	\$200.00
10/24/2018	8	\$25.00	\$200.00
10/25/2018	8	\$25.00	\$200.00
10/26/2018	8	\$25.00	\$200.00
10/29/2018	8	\$25.00	\$200.00
10/30/2018	8	\$25.00	\$200.00
11/3/2018	8	\$25.00	\$200.00
11/8/2018	8	\$25.00	\$200.00
11/12/2018	8	\$25.00	\$200.00
11/14/2018	8	\$25.00	\$200.00
11/15/2018	8	\$25.00	\$200.00
11/17/2018	8	\$25.00	\$200.00
11/20/2018	8	\$25.00	\$200.00
11/21/2018	8	\$25.00	\$200.00
11/23/2018	8	\$25.00	\$200.00
11/26/2018	8	\$25.00	\$200.00
11/30/2018	8	\$25.00	\$200.00
12/5/2018	8	\$25.00	\$200.00
12/10/2018	8	\$25.00	\$200.00
12/11/2018	8	\$25.00	\$200.00
12/12/2018	8	\$25.00	\$200.00
12/13/2018	8	\$25.00	\$200.00
12/14/2018	8	\$25.00	\$200.00
TOTAL	526	\$1,675.00	\$13,150.00

NOTES
ALL FIELD INVESTIGATION COMPLETE. Some soil replacement required.

Previous Note:

All TUx (test units) complete at Sites 1, 13, 17, 19, 5, and portion of 12. Mechanical stripping (removal of top 15 inches) is complete at the portion of 12 in hay and all of 1, 5, 13 and 17. Top soil will be ready for replacement at these four sites by mid November.

TU's have begun at Sites 9-11, 21, and rest of 12. Stripping will begin at Sites 9, 10, 11, 21, and rest of 12 at the end of November. The remaining stripping totals approximately 4.5 acres and includes removal of approx top 15 inches. Top soil will be replaced after archeo work is complete.

The field crew has spent 50 days in the field to date (November 1, 2018). Field work on track to be complete by the end of the year as planned. Approximately 30 days of field work remain as of November 1, 2018.

Crews have about 15 historic features identified at Site 15, which is a lot more than expected. The other really good site is prehistoric Site 1 where there are approx. 5 legit features including a hearth and post molds so lots to talk about there. There is 1 legit prehistoric feature each for Sites 12 and 17. Site 5 Locus 1 appears to have no intact features and it looks like everything was in the plow zone there.