

# KLDC

## KINGSTON LOCAL DEVELOPMENT CORPORATION

*Hon. Shayne R. Gallo, President*

*Amanda L. Bruck-Little, Executive Director*

*Brenna L. Robinson, Portfolio Manager*

### MEMORANDUM

BOARD OF DIRECTORS - KINGSTON LOCAL DEVELOPMENT CORPORATION  
JAMES NOBLE, CITY OF KINGSTON ALDERMAN AT LARGE  
CARLY WILLIAMS, CITY CLERK  
AMANDA L. BRUCK-LITTLE, KLDC EXECUTIVE DIRECTOR / KLDC RECORDING SECRETARY /COMMUNITY DEVELOPMENT FINANCIALS  
BRENNAL. ROBINSON, KLDC PORTFOLIO MANAGER / COMMUNITY DEVELOPMENT DIRECTOR/ ZONE COORDINATOR EZ  
GEORGE W. REDDER, ESQ., COUNSEL KLDC  
HOWARD KOHN, THE CHESAPEAKE GROUP, INC.  
SUZANNE CAHILL, CITY PLANNER  
GREGG H. SWANZEY , DIRECTOR OF ECONOMIC DEVELOPMENT  
DAILY FREEMAN, 79 HURLEY AVENUE, KINGSTON, NY 12401  
WKNY, PO BOX 1398, KINGSTON, NY 12402  
WWBWZ, WPKF, WRNQ & WRWR-FM, 20 TUCKER DRIVE, POUGHKEEPISE, NY 12601  
WPHD/WCZX/WEOK/WRRV, PO BOX 416, POUGHKEEPSIE, NY 12602  
WDST, PO BOX 367, WOODSTOCK, NY 12498  
POSTMASTER, KINGSTON PO BOX 9998, KINGSTON, NY 12402-9998

**FROM:** SHAYNE R. GALLO, MAYOR/PRESIDENT OF KLDC BOARD OF DIRECTORS

**RE:** KINGSTON LOCAL DEVELOPMENT CORPORATION BOARD MEETING

Please be advised that a meeting of the Kingston Local Development Corporation will be held at **8:00 a.m., Thursday, October 15, 2015**. Said meeting will be held in the Mayor's Conference Room, City Hall, 420 Broadway, Kingston, NY 12401.

**AFFIDAVIT OF MEETING:**

I, Bradley Jordan, Secretary for the Board of Directors of the Kingston Local Development Corporation, did on the **5<sup>th</sup> day of October 2015** mail this notice to the individuals listed above. Mailing was accomplished by sealing said notice in an envelope and depositing same, with postage thereon, full pre-paid, with the United States Post Office.

*Bradley Jordan*

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BRADLEY JORDAN, SECRETARY

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### **AGENDA**

Thursday, October 15, 2015 @ 8:00 a.m.

1. Call to Order
2. Portfolio Review & Updates – Counsel Redder
3. Façade Grant Applications
4. Update on Marketing Kingston Business Park
5. FYE Date 12/31/15 Budget - NYSABO
6. Approval of Minutes of Previous Meeting from August 20, 2015 and September 8, 2015
7. Adjournment

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*Brenna Robinson, Portfolio Manager*

**October 15, 2015**

**PRESENT:**

BOARD MEMBERS – Turco-Levin, Teetsel, Potter, Clement, Mathews, Taylor & Fitzgerald  
KLDC EXECUTIVE DIRECTOR / KLDC RECORDING SECRETARY - Bruck-Little  
KLDC PORTFOLIO MANAGER & COMMUNITY DEVELOPMENT DIRECTOR- Robinson

**ABSENT:**

BOARD MEMBERS – President Gallo, Vice President Dwyer, Treasurer Feeney, Secretary Jordan & Berardi  
PLANNING- Cahill  
ECONOMIC DIRECTOR – Swanzey  
KLDC COUNSEL – Redder  
COMMON COUNCIL LIASON – Seche

Per the By-Laws **SECTION 8. Organization** – The President of the Corporation shall preside at all meetings of the Board of Directors or, in the absence of the President, a Chairperson shall be chosen by the Directors present.....

A motion was made by Ms. Turco-Levin to nominate Ms. Potter as Chairperson for this meeting. Second by Mr. Clement. Motion carried.

Meeting was called to order by Ms. Potter at 8:11a.m.

A motion was made by Mr. Mathews at 8:13 a.m. to enter into Executive Session with Counsel Redder to discuss Portfolio legal issues. Second by Ms. Taylor. Motion carried. At 8:22 a.m. a motion was made by Ms. Turco-Levin to exit Executive Session. Second by Mr. Clement. Motion carried. Counsel Redder was excused.

The Board discussed the work Counsel Redder has done for the KLDC and how they would like to see him remain as Counsel. Should Mr. Redder decide he would like to move on, the Board would like for him to maintain the few cases involving litigation already in progress so there would be continuity. A motion was made by Ms. Turco-Levin to continue to retain Mr. Redder to pursue representing the KLDC for the current cases in litigation and to extend his contract at least through the first quarter of 2016. Second by Mr. Fitzgerald. Motion carried.

The Finance Committee met on October 7, 2015 to review Façade Grant Applications submitted by Origen Broadway, LLC and Ramona 009 Productions. Ms. Potter reported the project overview of Origen Broadway, LLC located at 609 Broadway. Their façade improvements will include complete window replacement, repainting, repointing of bricks, shutters, signage and awnings. The committee reviewed their application for completeness and had determined their project meets the criteria set forth in the application and recommended the Board approve the application. Mr. Clement made a motion that the Board approve the Façade Grant Application submitted by Origen Broadway, LLC. Second by Mr. Mathews. Motion carried. Ms. Potter told the Board that the second application form Ramona 009 Productions was incomplete as required documents had not yet been received by staff therefore, at this time the Committee cannot recommend approval of their application. A motion was made by Mr. Mathews to revisit the application of Ramona 009 Productions upon receipt of required documents. Second by Mr. Fitzgerald. Motion carried.

At 9:02 a.m. Mr. Clement made a motion to enter into Executive Session to discuss the Business Park. Second by Ms. Turco –Levin. At 9:09 a.m. a motion to exit Executive Session was made by Ms. Turco-Levin. Second by Mr. Mathews.

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After a brief discussion regarding Fair Market Appraisals and the Business Park, a motion was made by Mr. Clement to hire Mr. Collins of Sperry Van Ness Deegan-Collins Commercial Associates for a fee not to exceed \$1,000.00 to complete a F.M.A., at a date to be determined once the Board decides the direction of marketing. Second by Mr. Mathews. Motion carried.

The Board reviewed the annual budget scheduled to be submitted to the NYSABO before November 1, 2015. The Board discussed the budget and recommended having the auditors review said budget before submission. Ms. Potter made a motion to approve the budget as presented contingent of auditors review. Second by Mr. Fitzgerald. Motion carried.

At 9:21 a.m. a motion was made by Ms. Potter to excuse staff and enter into Executive Session. Second by Mr. Fitzgerald. At 9:43 a.m. a motion was made by Ms. Potter to exit Executive Session and invite staff to return to meeting. The Board had discussed their desire to have continuity of the work that has been done over the past few years moving forward into a new Administration. A motion was made by Mr. Clement to authorize Counsel Redder to explore extending the employment relationship of the KLDC Executive Director through contract. Second by Mr. Mathews. Motion carried.

A motion was made by Mr. Mathews to approve the minutes from August 20, 2015. Second by Ms. Turco-Levin. Mr. Clement abstained as he was absent from said meeting. Motion carried.

A motion was made by Mr. Mathews to approve the minutes from September 8, 2015. Second by Mr. Clement. Ms. Turco-Levin abstained as she was absent from said meeting. Motion carried.

At 9:52 a.m. a motion was made by Mr. Mathews to adjourn. Second by Mr. Clement. Motion carried.

Respectively Submitted,



Amanda L. Bruck-Little  
Recording Secretary