

Meeting of the Olean Urban Renewal Agency

Wednesday, April 18, 2018

8:30 a.m.

Room 119 – Olean Municipal Building

Attendance: Members - Chairman Charles Corcoran, Vice Chairman John Ash, Mayor William Aiello, Earl McElfresh, Deanna Foster, John Crawford, and Nate Smith. Staff - Keri Kerper, Community Development Program Coordinator; Jack Hart, Attorney, Wagner & Hart, and Tiffany Taylor, Managerial Confidential Administrative Secretary.

1. Roll Call

Mr. Corcoran called the meeting to order at 8:30 a.m. and asked that the record show that all members were present.

2. Reading & Approval of the March 21, 2018 meeting minutes

A motion to approve the minutes of the March 21, 2018 meeting was made by Mr. Ash, seconded by Ms. Foster. Voice vote, ayes all. Motion carried.

3. March 2017 Financials

Ms. Kerper stated that in the financial statements, the cash receipts shows a double payment from AT&T. AT&T had missed a payment in December 2016 and have since caught the error and submitted the payment to the Agency. The yearly CYTEC lease payment has also been received.

A motion to approve the March 2018 Financials was made by Mr. McElfresh, seconded by Mr. Ash. Voice vote, ayes all. Motion carried.

4. New Business

None

5. Old Business

i. Blue Collar Workwear – Purchase of Real Property (Constitution Ave.) Update

Ms. Hart explained that the closing of the transaction is in process.

ii. 106-108 West State Street Update

Ms. Kerper explained that Mr. Hart, Mr. Corcoran and herself met with Mr. Belt on March 28, 2018 to get an update on the project. Mr. Belt explained that he is still ironing out the details

with Savarino prior to moving forward. Ms. Kerper added that she also sent the carrying cost information to Mr. Belt, and has not yet heard back.

iii. **Manny Hanny Update**

Ms. Kerper explained that she reached out to KLV Appraisal Group with respect to the appraisal for the Manufacturers' Hanover building, and they had some unexpected delays due to their workload. She noted they anticipated having an appraisal completed and to the Agency by April 16, 2018, however, it has not been received. Ms. Kerper advised she again reached out and has not received a response.

Ms. Kerper explained that Mr. Kevin Hayes provided an updated Exhibit A which is attached to the updated Development Agreement provided to the Agency. It was noted Mr. Hart worked with Mr. Hays to make some minor changes. Ms. Kerper reminded members the Agreement was previously approved with the potential to allow for minor changes, and now that it is complete, Mr. Corcoran is able to execute the Agreement. She indicated the Development Agreement is very similar to what was previously presented. Ms. Kerper explained that the major difference is that the updated Agreement omits the Siegel's building from the proposed project, as Savarino is now aware that the Agency will have to release a new RFP for the property.

Mr. Hart explained that the Development Agreement that we are entering into is only for the Manufacturers Hanover building. However, it could evolve to go beyond that, and it is also possible that it may not. Mr. Hart explained that Mr. Savarino is working very hard on the financial aspect of the transaction, and are running into rules that he is not familiar with, such as the number of units required to receive certain types of funding.

Mr. Hart continued that the Agency has decided to move forward with a Development Agreement that allows for the possibility of the addition of the Siegel's building in the future, but also allows for the Agency to continue forward for just the Manufacturers' Hanover building. He noted everything that is done is subject to Agency approval.

Mr. Crawford asked if a new Request for Proposals has been prepared for the Siegel's building. Ms. Kerper replied that one was previously prepared. Ms. Kerper explained that an RFP was done in 2017, to which one response was received. The Agency has since chosen to do another RFP with more clear, specific language in terms of such things as feasibility, the developer's financial structure, and end use. She explained that she will work with Mr. Hart on improved language.

Mr. Corcoran asked to confirm that the Agency has already given the approval for him to sign the Development Agreement, and Ms. Kerper replied that it has. Mr. Hart noted that the Exhibit A has been added in order to incorporate the reality that only the Manufacturers' Hanover property is being addressed at this time.

Ms. Kerper explained that she has been working with the Office of Parks, Recreation, and Historic Preservation on the Management Agreement as discussed in the previous meeting. A draft has been sent to Mr. Hart for review, and he will contact the Office of Parks, Recreation

and Historic Preservation for their input in order to finalize the agreement. She further explained that Mr. Hart has contacted Savarino Companies regarding the issue, and Mr. Hays understand the requirement.

Alderman Crawford questioned how much of the progress with Savarino Companies is tied to the Downtown Revitalization Initiative (DRI) funding, and Ms. Kerper replied that she does not know for sure; however, the Development Agreement is still proceeding regardless of funding through the DRI.

iv. 107 North Union Street Update

Previously discussed.

v. URA Mowing

Ms. Kerper explained that she has worked to put together a mowing RFP. She presented the RFP to the Agency, including maps of the areas to be mowed. She explained that there are two separate areas that are on the same Tax Map ID Number.

Ms. Kerper indicated since the parcel is so large, only a portion needs to be mowed (frontage). She explained the Buffalo Street property behind Country Fair has a 260' by 60' piece that needs to be mowed abutting homes, and the Constitution Avenue property has a 380' x 60' area along the roadway that needs to be mowed.

Mr. Corcoran explained that the reason we are going to do a Request for Proposals is because there was an issue with the previous landscaper in 2017. There were questions regarding whether or not the landscaper mowed the areas the number of times they billed the Agency, so a more specific RFP has been prepared.

Ms. Kerper explained that there are up to three one year renewal options and the agreement would also authorize each party to cancel the agreement by January 20 of each year. She advised that she contacted the Department of Labor to ensure that Prevailing Wage Rates do not need to be paid, and they responded that since there are no buildings and no construction will occur on the property, just vacant land, that there is not a Prevailing Wage Rate requirement. She has also included on the bid document the option to bid for just one of the parcels or both.

Ms. Foster questioned if there is a reasonable amount that we anticipate the mowing would cost, and the answer was unknown.

Mayor Aiello explained that he thinks that asking for one price for the entire season, rather than a price per mow, will avoid issues that we had previously run into.

Ms. Kerper added that the City of Olean Code of Ordinance requires that grass be kept cut below 8 inches, so the contract presented would require that the grass be cut when it reaches 6 inches to prevent issues with Code Enforcement.

A motion to approve the Request for Proposals and to authorize the release of the document was made by Ms. Foster, seconded by Mr. Crawford. Voice vote, ayes all. Motion carried.

Ms. Kerper mentioned that the responses to the RFP are due by May 11, 2018, and the next tentatively scheduled Agency meeting is May 16, 2018. She noted this will allow the Agency the opportunity to review the responses prior to awarding the contract on May 16.

6. Bills

- i. National Grid (107 NUS) \$22.92
- ii. National Grid (101 NUS) \$148.46

A motion to approve the payment of bills was made by Ms. Foster, seconded by Mr. McElfresh. Voice vote, ayes all. Motion carried.

7. Executive Session

A motion to enter into executive session to discuss contracts affecting the sale or lease of real property was made by Ms. Foster, seconded by Ms. Ash. Voice vote, ayes all. Motion carried. Executive session began at approximately 8:50 a.m.

A motion to adjourn from executive session was made by Mayor Aiello, seconded by Mr. Smith. Voice vote, ayes all. Motion carried. Executive session adjourned at approximately 8:55 a.m.

8. Next Meeting Date

The next meeting of the Olean Urban Renewal Agency was tentatively scheduled for Wednesday, May 16, 2018 at 8:30 a.m. in Room 119 of the Olean Municipal Building.

9. Adjournment

A motion to adjourn was made by Mr. Ash, seconded by Mr. Crawford. Voice vote, ayes all. Motion carried. Meeting adjourned at approximately 9:00 a.m.