

# MEMO

TO: Honorable Town Board

From: West Seneca Town Councilman Gene Hart

RE: Accept the West Seneca Chamber of Commerce's Professional Services Agreement Yearly Report

January 28, 2018

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Kindly accept the attached annual report on professional services provided by the West Seneca Chamber of Commerce. The Report on Professional Services for the year ended December 31, 2017 summarizes services provided as required by our Professional Services agreement with the Chamber.

**From the Desk of Gene Hart**  
66 Maplewood Ave.  
West Seneca, NY 14224  
Phone: 716-235-6511  
E Mail ehart@twsny.org



# West Seneca Chamber of Commerce

950-A Union Road, Suite 5 | West Seneca, New York 14224 | [www.WestSeneca.org](http://www.WestSeneca.org) | 716-674-4900

## **ECONOMIC DEVELOPMENT COORDINATOR**

### **Final Report**

### **Adendum to Previous Report**

**October 5-December 31, 2017**

### **Inquires/Meetings -- 485 B Incentive**

- Gardenview Restaurant - inquiry
- Mayer Brothers - inquiry, meeting pending
- Jeff Nowatka - sites for lease - property promotion
- Ilana Karaglon - new business start up inquiry

### **Miscellaneous Meetings/Functions Attended**

- Set up and arrange for cafe letter of interest promo through Chamber newsletter
- Arrangement and accompany three possible vendors on tours of the cafe site
- Possible vendor meetings -- Q & A for cafe (Jason Schneckenberger, James Suchocki, Rick Schunke)
- Vendor meeting with Clark Patterson Lee representatives
- Meeting with Great Lakes Pizza - proposal review
- Envision mailing - 150 direct mail contacts
- Chamber awards dinner meeting

### ***NOTE:***

The coordinator was out of office:

November 8-16

December 4-14

December 26-29

Funds from the 2017 grant are sufficient through January 2018.



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## **ECONOMIC DEVELOPMENT COORDINATOR REPORT SUMMARY**

Following is a report of activities conducted by the coordinator covering the period from January 2017 to December 31st, 2017. Hard copies of the attachments, including direct mail contacts, communiqués, and office schedules, are available in the Chamber office.

The economic development activities thus far, effectively occurred beginning with the resolution passed by the town board in March of 2017, authorizing an accelerated 485B plan. This recent occurrence and related marketing activities have served as a catalyst for increased inquiries and development. Along with expansions, re-location, and new business, the 485B has served as a tool to implement the new design standards. As we move forward, the ENVISION 2.0 forum will further establish our business friendly approach and create increased traction for our tax incentive program. Coupled with the change of location and re-organization strategies planned for the Chamber of Commerce, there is a new opportunity for cross marketing of services and promotion of West Seneca.

Locating this office, in conjunction with the Chamber on the town hall campus, will provide a convenient and accessible source of economic development information and assistance.



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## ECONOMIC DEVELOPMENT COORDINATOR REPORT

As of October 1st, 2017

### PROJECTS

- Design and Completion of Economic Development Brochure
- Direct Mail Campaign -- 193 Recipients -- List Attached  
(Developers, Builders, CPA/Accounting Firms, Banks Investors, Real Estate)
- Shell Fab Countertops -- Workforce Development Grant -- \$15,000 (2016 Final Amount)
- Car Star Relocation/Expansion -- Pending -- 485 B -- New Addition  
Energy Grant Saving \$42,000 Savings
- Synchronet -- Pending -- 485 B -- New Build Relocation  
NSEG Energy Grant \$TBD  
Geo Thermal Heating System (Saving TBD)
- Jim Collins Heating -- Pending -- 485B
- Tri R -- 2299 Clinton Street -- Pending -- 485 B
- Nova Site Co. LLC -- Gino Zagarrio -- New Build -- Indian Church Road -- Pending -- 485 B  
Lighting Grant -- Info Shared  
Geo Thermal Heating -- Info Shared
- Olive Branch -- Pending -- 485 B -- Addition
- Dr. Koleinl -- Pending -- 485 B -- Expansion 2339 Union Road

### Inquires/Meeting -- 485 B Program Incentive

- Mike Pepe -- Newcoat Painting -- 4-5,000 square feet expansion
- Judy Stamm -- Incentive/Assistance with Space Rental
- Cator Tots -- Curtis Knight -- Bid Process
- Mickey Glenn -- Continental Transmission -- Tax Incentive
- Borzillier -- Bistro Location -- 1291 Union Road -- Site Information
- Galaxy Auto -- Rick & Dana Bress -- Expansion -- Tax Incentive



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## Inquires/Meetings -- 485 B Program Incentive Continued

- Synchronet -- Assistance with Space Rental
- Realty USA -- Shell Fab Building -- Site Information
- David Richards -- Community Development Information
- Joe Alferi -- Nuttos --485 B Building Improvements
- Schneider Development -- 2806 Seneca Street -- 485 B Information Sent
- Mayer Bros. -- Tax Incentives -- ECIDA
- Bob McCormick -- Tax Consequences with 485 B -- 150 Empire Drive
- Peterson Plumbing -- Tax Incentive

## 485 B Promotion -- Meetings/Correspondence/ Follow-Up Contacts

- M & T Bank -- Three Branches
- Northwest
- Evans National
- Chick-Fil-A -- Letter Attached
- Core Life -- Letter Attached
- Hook & Ladder Development -- Letter Attached\*
- Wing Stop -- Focus JD Site -- Letter Attached

\*Letter resulted in recent contact from Pete Scarcello. We agreed to work in cooperation to promote development of Seneca Street within West Seneca township. He will also join West Seneca Chamber.

## Miscellaneous Meetings/Functions Attended

- Brochure Design and Development -- numerous meetings
- Library Construction
- Economic Development Update (Gene Hart, Kandice Whittmeyer, John Fenz, John Gullo)





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## Miscellaneous Meetings/Functions Attended Continued

- Envision WS 2.0 -- Planning Meetings/Committee
- Senator Gallivan Business Summit
- Public Hearings --Master Plan/Standards
- Public Hearings -- 485 B Resolution
- Chamber -- Grand Openings, Mixers, Award Dinner MC, Membership, Golf & Women in Business Sponsor (**Personal Expense**)

## Chamber Office Hours

- Office hours are scheduled 8-3 every Wednesday and Thursday subject to attendance at meetings or other appointments related to economic development
- Coverage provided to Chamber includes:
  - Answering phone calls/messages
  - Providing town information or contacts
  - Notifying Chamber Director about requests involving Chamber activities (dues payments, reservations for chamber functions, new member inquiries)
  - Distribution of chamber renewals (those relevant to economic development opportunities)
  - Handle walk-ins
  - Issue "Certificates of Origin" for local businesses with International Sales (Trans America)

## Time Sheets

Completed Weekly, on file in Chamber Office



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## **Notation:**

The current grant allows for 500 hours. This equates to 41 weeks at 12 hours per week. (Remaining 8 hours for attendance at meetings, functions, etc.)

All "out-of-office" time is non-compensated; however, the coordinator has and is available by cell, text, and email to receive inquiries and direct those to appropriate individuals.