



**Thursday, August 13, 2015**  
**Upstate MedTech Centre – Suite 107**  
**1:00 PM**

**GCEDC MINUTES**

**Attendance**

Board Members: P. Battaglia, M. Wiater, J. Rizzo, C. Yunker, M. Gray, R. Cianfrini  
Staff: L. Farrell, M. Masse, C. Suozzi, E. Richardson, P. Kennett  
Guests: T. Felton (GGLDC Board Member), H. Upson (GGLDC Board Member), W. Hinchey (GGLDC Board Member), S. Noble-Moag (GGLDC Board Member), D. Worrell (Harris Beach), M. Frantz (Harris Beach), E. Wells (e3communications), M. Patterson (O-AT-KA Milk), P. Mrozek (The Daily News), M. Pettinella (Buffalo News), H. Owens (The Batavian)  
Absent: P. Zelif

**1.0 Call to Order / Enter Public Session**

P. Battaglia called the meeting to order at 1:00 pm in the Upstate MedTech Centre Innovation Zone conference room.

**1.1 Executive Session**

M. Wiater made a motion to enter into the executive session under the Public Officers Law, Article 7, Open Meetings Law Section 105, at 1:00 pm, for the following reasons:

- Discussions regarding proposed, pending or current litigation.
- To discuss 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 C. Yunker and approved by all members present.

**D. Worrell left the meeting at 1:23pm.**

**1.2 Re-Enter Public Session**

J. Rizzo made a motion to enter back into public session at 1:35 p.m., seconded by C. Yunker and approved by all members present.

**M. Patterson, H. Owens, M. Pettinella, P. Mrozek joined the meeting at 1:35pm.**

**2.0 Chairman’s Report & Activities**

**2.1 Upcoming Meetings** – P. Battaglia reviewed the upcoming meetings with the Board.

**2.2 Agenda Additions / Deletions / Other Business** – P. Battaglia asked the Board to add item 5.1 EDC/LDC Lease Agreement for the Innovation Zone space to the agenda.

**M. Wiater made a motion to approve adding item 5.1 to the agenda; the motion was seconded by J. Rizzo. Roll call resulted as follows:**

P. Battaglia -	Yes	C. Yunker -	Yes
M. Wiater -	Yes	P. Zelif -	Absent
R. Cianfrini -	Yes	M. Gray -	Yes
J. Rizzo -	Yes		

**The item was approved as presented.**

**2.3 June 25, 2015 & July 9, 2015 Minutes**

**C. Yunker made a motion to approve the June 25, 2015 & July 9, 2015 Minutes; the motion was seconded by R. Cianfrini. Roll call resulted as follows:**

P. Battaglia -	Yes	C. Yunker -	Yes
----------------	-----	-------------	-----

M. Wiater -	Yes	P. Zelif -	Absent
R. Cianfrini -	Yes	M. Gray -	Yes
J. Rizzo -	Yes		

**The item was approved as presented.**

**2.4 Committee Structure** – P. Battaglia shared that as the new chairman, he would like to change some ways that the Board currently operates. One of the changes he would like to see is to have almost all of the business go through the appropriate committee before it comes to the full Board. He is expecting the committee chairs and members to be very active in terms of meeting schedules and reviewing the materials. P. Battaglia is hoping for recommendations from the committees on the action they would like to take and he would like to see more of the “heavy lifting” be done at the committee level, rather than at the Board meeting.

**3.0 Report of Management**

**3.1 O-AT-KA Milk Products – Resolution No. 08/2015-01** – C. Suozzi introduced Mike Patterson, CFO from O-AT-KA Milk Products, who gave a brief overview of the project. C. Suozzi added that O-AT-KA Milk is building additional warehousing space to its manufacturing facility on the corner of Ellicott Street and Cedar Street. This part of the company’s campus is located within the City and Town of Batavia. A total of 205,000 sq. ft. will be built, of which 35,000 sq. ft. will be within the City of Batavia limits and 170,000 sq. ft. within the Town of Batavia. The total capital investment is approximately \$20,990,000; the company will be retaining 334 jobs and creating 21 new jobs. The company is seeking assistance from the GCEDC with a sales tax exemption valued at approx. \$718,561, and a property tax exemption, based on the incremental increase in assessed value, valued at approximately \$1,548,050. An economic impact analysis was done and for every \$1 of public benefit, the company is investing \$10.10 into the local economy. A public hearing will need to be held as the total benefits exceed \$100,000.

C. Suozzi asked the Board to approve Resolution No. 08/2015-01.

RESOLUTION OF THE GENESEE COUNTY INDUSTRIAL DEVELOPMENT AGENCY D/B/A GENESEE COUNTY ECONOMIC DEVELOPMENT CENTER (THE "AGENCY") (i) ACCEPTING THE APPLICATION OF O-AT-KA MILK PRODUCTS COOPERATIVE, INC. WITH RESPECT TO A CERTAIN PROJECT, (ii) AUTHORIZING A PUBLIC HEARING WITH RESPECT TO THE PROJECT AND (iii) DESCRIBING THE FORMS OF FINANCIAL ASSISTANCE BEING CONTEMPLATED BY THE AGENCY WITH RESPECT TO THE PROJECT

**C. Yunker made a motion to approve Resolution No. 08/2015-01; the motion was seconded by M. Wiater. Roll call resulted as follows:**

P. Battaglia -	Yes	C. Yunker -	Yes
M. Wiater -	Yes	P. Zelif -	Absent
R. Cianfrini -	Yes	M. Gray -	Yes
J. Rizzo -	Yes		

**The item was approved as presented.**

**M. Patterson left the meeting at 1:48pm.**

**4.0 Audit & Finance Committee**

**4.1 June 2015 Financial Statements** – C. Yunker shared that the financial statements were reviewed by the Audit and Finance Committee on August 6, 2015. Lezlie noted all expenditures are in line with the budget, except as noted. L. Farrell added that the GCEDC received a \$800,000 grant from Empire State Development for STAMP related expenses. The funds were used to pay down on the line of credit and to pay back interfund borrowing.

C. Yunker shared that the Audit & Finance Committee recommends approval of the June 2015 Financial Statements.

**C. Yunker made a motion to approve the June 2015 Financial Statements; the motion was seconded by M. Wiater. Roll call resulted as follows:**

P. Battaglia -	Yes	C. Yunker -	Yes
M. Wiater -	Yes	P. Zelif -	Absent

R. Cianfrini - Yes                      M. Gray - Yes  
J. Rizzo - Yes

**The item was approved as presented.**

**4.2 ECIDA Consulting Contract for IT Services** – C. Yunker shared that the GCEDC entered into an agreement with ECIDA to provide IT support services at an hourly rate. The amount paid to ECIDA will exceed \$5,000 in 2015 requiring approval from the Board. The Audit & Finance Committee reviewed the contract and has recommended approval for IT support services with ECIDA not to exceed \$12,000 in total for the year ending December 31, 2015. He added that in the 2015 budget there was \$15,000 allocated to this line item.

R. Cianfrini asked how the GCEDC obtained these services.

M. Masse shared that the Agency put out a Request for Proposal and did not receive any bids. Through the Agency’s relationship with ECIDA, it was brought to our attention that they were looking for utilizing a shared services model. We do not have enough work to necessitate a full time IT consultant, but through our agreement with ECIDA, their IT department is basically on call. This works well for both parties.

**C. Yunker made a motion to approve expenditures not to exceed \$12,000 for IT services with ECIDA for the year ending December 31, 2015; the motion was seconded by M. Wiater. Roll call resulted as follows:**

P. Battaglia - Yes                      C. Yunker - Yes  
M. Wiater - Yes                      P. Zeliff - Absent  
R. Cianfrini - Yes                      M. Gray - Yes  
J. Rizzo - Yes

**The item was approved as presented.**

**4.3 John Jakubowski Consulting Contract for Workforce Development** – C. Yunker shared with the Board a consulting agreement with John Jakubowski for the period of August 15, 2015 through August 14, 2016 to perform the following services:

1. Perform consulting services to assist in the development and implementation of workforce development programs and training initiatives relative to the goals of the GCEDC.
2. Consult with the VP of Business Development of the GCEDC and staff relative to the application, development and deployment of its workforce programs.
3. Consult with educational institutions who may serve as partnership in the development, implementation and delivery of training programs. Specifically, interface with Genesee Community College and its BEST Center, other institutions of higher learning, the Genesee Valley Educational Partnership and local secondary schools as appropriate.
4. Provide consulting services as requested by the GCEDC.

M. Masse added that the staff will be seeking approval in both the GCEDC and the GGLDC as there are different funding sources available to cover this contract.

C. Yunker shared that the Audit & Finance Committee recommends approval of the contract with John Jakubowski not to exceed \$29,800 to be covered by \$18,884 in existing grants, and the balance from strategic investments.

**C. Yunker made a motion to approve a contract with John Jakubowski not to exceed \$29,800 for workforce development consulting services; the motion was seconded by R. Cianfrini. Roll call resulted as follows:**

P. Battaglia - Yes                      C. Yunker - Yes  
M. Wiater - Yes                      P. Zeliff - Absent  
R. Cianfrini - Yes                      M. Gray - Yes  
J. Rizzo - Yes

**The item was approved as presented.**

## **5.0 Governance & Nominating Committee**

**5.1 EDC/LDC Lease Agreement for the Innovation Zone Space** – J. Rizzo shared that the Governance & Nominating Committee discussed an amendment to the existing lease between the GCEDC and GGLDC for the Innovation Zone space. This amendment was previously approved by the GGLDC. M. Masse had indicated that there will be no rent paid as a result of this

agreement. The GCEDC will cover the costs of the utilities and the space will generate a certain amount of revenue. The terms of the amendment match the terms of the original agreement.

**J. Rizzo made a motion to approve an amendment to the lease agreement between the GCEDC and GGLDC for the Innovation Zone Space; the motion was seconded by R. Cianfrini. Roll call resulted as follows:**

P. Battaglia -	Yes	C. Yunker -	Yes
M. Wiater -	Yes	P. Zelif -	Absent
R. Cianfrini -	Yes	M. Gray -	Yes
J. Rizzo -	Yes		

**The item was approved as presented.**

## **6.0 STAMP Committee**

**6.1 Nothing at this time.**

## **7.0 Other Business**

**7.1 Nothing at this time.**

## **8.0 Adjournment**

As there was no further business, M. Wiater made a motion to adjourn at 1:54 p.m., which was seconded by J. Rizzo and passed unanimously