



**Tuesday May 1, 2018**  
**GGLDC – Andrews Conference Room**  
**Audit & Finance Committee Meeting**  
**9:30 a.m.**

**MINUTES**

**ATTENDANCE**

Committee Members: T. Felton, P. Battaglia, T. Bender  
Staff: L. Farrell, M. Masse, E. Richardson, P. Kennett, S. Hyde  
Guests: M. Gray (GCEDC Board Member),  
Absent: D. Cunningham

**1. CALL TO ORDER / ENTER PUBLIC SESSION**

**1. Call to Order – Enter Public Session** - T. Felton called the meeting to order at 9:30 a.m. in the Andrews Conference Room.

**2. CHAIRMAN'S REPORT & ACTIVITIES**

**2a. Agenda Additions / Other Business** - Nothing at this time.

**2b. Minutes: March 29, 2018**

**T. Bender made a motion to accept the March 29, 2018 Meeting Minutes as presented; the motion was seconded by P. Battaglia. Roll call resulted as follows:**

T. Felton - Yes  
P. Battaglia - Yes  
T. Bender - Yes  
D. Cunningham - Absent

**The item was approved as presented.**

### **3. DISCUSSIONS / OFFICIAL RECOMMENDATIONS TO THE BOARD:**

**3a. 1<sup>st</sup> Quarter 2018 Financial Statements** - L. Farrell presented the 1st Quarter Financial Statements to the Committee and noted the following:

- Received reimbursement for H. Sicherman grant consulting expenses from Resurgence and Freightliner.
- Unrestricted cash consists mostly of MedTech Centre funds.
- The Empire Pipeline Community Benefit Agreement payment dedicated to support development at the GVAB was received. It flows through the GCEDC and pays annual principal and interest on the GGLDC bond.
- Most expenses are within budget; expenses that are not within budget amounts are directly related to grant revenues.

**T. Bender made a motion to recommend to the full Board approval of the 1<sup>st</sup> Quarter 2018 Financial Statements as presented; the motion was seconded by P. Battaglia. Roll call resulted as follows:**

T. Felton - Yes  
P. Battaglia - Yes  
T. Bender - Yes  
D. Cunningham - Absent

**The item was approved as presented.**

**3b. 1<sup>st</sup> Quarter Strategic Investments Review** - L. Farrell reviewed the Strategic Investments Analysis noting the following changes since the last time the Committee reviewed it:

- The opening balance is actual and agrees to the Audited Financial Statements at 12/31/17.
- Internal borrowings / repayments due to Strategic Investment Funds was pushed out another year. Funds will be reimbursed as land is sold at Buffalo East Tech Park (Now known as the Buffalo East Food & Tech Park).
- The \$500,000 MedTech Centre reserve was pushed out another year.
- 2021 does not include \$300,000 Economic Development Program Grant to the Genesee County Economic Development Center.

**3c. MedTech Centre Tractor Purchase** – The current tractor is 6 years old and is getting to the point where the maintenance costs would start to increase significantly. The GGLDC has received quotes from three local vendors, including the potential trade in value for the current tractor, for the purchase of a new tractor and belly mower. The low bid has also included annual maintenance of the tractor for a five-year period as part of the purchase price. Currently the annual maintenance is paid for from MedTech Centre operating funds.

\$10,000 was included in the 2018 GGLDC budget for the purchase of a new tractor.

M. Masse asked the Committee to recommended to the full Board approval of trading in the current tractor and purchasing a new one not to exceed \$8,500.

**P. Battaglia made a motion to recommend to the full Board approval of trading in the current tractor and purchasing a new tractor up to \$8,500 as presented; the motion was seconded by T. Bender. Roll call resulted as follows:**

T. Felton - Yes  
P. Battaglia - Yes  
T. Bender - Yes  
D. Cunningham - Absent

**The item was approved as presented.**

**3d. OCR Loan Agreement – Freightliner & Western Star** – The Town of Batavia has completed an application and was approved to receive a Federal Grant in the amount of \$465,000 from the NYS Housing Trust Fund Corporation represented by the NYS Office of Community Renewal through the Community Development Block Grant (CDBG) Fund. The funds will be used for the purpose of providing financing to assist Freightliner & Western Star of Batavia, LLC for the establishment of a new truck service and education facility in the Town of Batavia. The GGLDC has previously approved a grant agreement with the Town of Batavia that lays out the terms and conditions of the funding being received. The funds will be received by the Town of Batavia and then disbursed and administered by the GGLDC. The agreement before the committee today is the loan agreement of the \$465,000 between Freightliner and the GGLDC. The terms and conditions of this loan agreement are consistent with the previous CDBG funding awards. It is a 50% loan and a 50% deferred loan, with a five-year amortization and a 2% interest rate.

The Committee was asked to approve recommendation to the full Board of a \$465,000 CDBG loan agreement with Freightliner & Western Star of Batavia, LLC. The funds will pass through the Town of Batavia.

**P. Battaglia made a motion to recommend to the full Board approval of the loan agreement with Freightliner & Western Star of Batavia, LLC for the CDBG funding; the motion was seconded by T. Bender. Roll call resulted as follows:**

T. Felton - Yes  
P. Battaglia - Yes  
T. Bender - Yes  
D. Cunningham - Absent

**The item was approved as presented.**

#### **4. ADJOURNMENT**

As there was no further business T. Bender made a motion to adjourn at approximately 10:05 a.m., seconded by P. Battaglia and passed unanimously.