



**GCEDC Board Meeting**  
**Thursday, October 5, 2023**  
**Location: 99 MedTech Drive, Innovation Room**  
**4:00 PM**

**GCEDC MINUTES**

**Attendance**

Board Members: M. Gray, C. Kemp, P. Battaglia, P. Zeliff, K. Manne, M. Clattenburg, C. Yunker  
Staff: M. Masse, S. Hyde, L. Farrell, P. Kennett, L. Casey, J. Krencik, E. Finch, C. Suozzi  
Guests: R. Gaenzle (Harris Beach), M. Brooks (GGLDC Board Member), S. Noble-Moag (GGLDC Board Member), J. Tretter (GGLDC Board Member), S. Maier (Harris Beach), G. Torrey (GGLDC Board Member), M. Fitzgerald (Phillips Lytle), Zachary Chittenden (Pembroke Resident), Josh Brown, (Pembroke Resident), T. Schneider (Town of Pembroke Supervisor), Tom Eckrote (Pembroke Resident), Stefanee Oneil (Pembroke Resident), Jason Lord (Pembroke Resident)

Absent:

**1.0 Call to Order**

P. Zeliff called the meeting to order at 4:02 p.m. in the Innovation Zone.

**1.1 Enter Executive Session**

P. Battaglia made a motion to enter executive session under the Public Officers Law, Article 7, Open Meetings Law Section 105, at 4:04 p.m. for the following reasons:

1. 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.
2. Discussions regarding proposed, pending, or current litigation.

The motion was seconded by M. Gray and approved by all members present.

All guests, excluding GGLDC Board members and legal counsel, left the meeting at 4:04 p.m.

G. Torrey joined the meeting at 4:13 p.m.

M. Fitzgerald from Phillips Lytle left the meeting during executive session.

E. Finch left the meeting as executive session ended.

**1.2 Enter Public Session**

P. Battaglia made a motion to enter back into public session at 4:58 p.m., seconded by M. Gray and approved by all members present.

## **2.0 Chairman's Report & Activities**

### **2.1 Upcoming Meetings:**

**Next Scheduled Board Meeting: Thursday, October 26<sup>th</sup> at 4:00 p.m.**

Audit & Finance Committee Meeting: Tuesday, October 24<sup>th</sup> at 8:30 a.m.

STAMP Committee Meeting: Wednesday, October 25<sup>th</sup> at 8:00 a.m.

Employment & Compensation Committee Meeting: Thursday, October 26<sup>h</sup> at 3:00 p.m.

P. Zeliff stated that the Employment & Compensation Committee meeting date will be changed because he is not able to attend.

**2.2 Agenda Additions / Deletions / Other Business** – Nothing at this time.

### **2.3 Minutes: September 7, 2023 –**

**P. Battaglia made a motion to accept the September 7, 2023 minutes as presented; the motion was seconded by K. Manne. Roll call resulted as follows:**

P. Battaglia -	Yes	C. Yunker -	Yes
K. Manne -	Yes	P. Zeliff -	Yes
M. Clattenburg –	Yes	M. Gray -	Yes
C. Kemp -	Yes		

**The item was approved as presented.**

All guests that had previously left the meeting rejoined the meeting at 5:05 p.m.

## **3.0 Report of Management**

**3.1 Countryside Apartments, LLC- Initial Resolution** - Countryside Apartments, LLC is proposing to develop four 24-unit market-rate apartment buildings in the Town of Pembroke.

The \$15.65 million project would be built in phases, with one 24-unit building per phase, for a total of 96 units. Each building will have eight 1-bedroom and 16 2-bedroom units. Each building will be 21,096 sq. ft. for a total of 84,384 sq. ft. The project anticipates creating two part-time positions (1 FTE).

The project is requesting assistance from the GCEDC with a sales tax exemption estimated at \$739,200, a property tax abatement estimated at \$2,020,688 based on the incremental increase in assessed value via a fixed 60% 20-year PILOT (Housing PILOT for 20+ market-rate units), and a mortgage tax exemption estimated at \$130,000.

The project aligns with the Genesee County Economic Development Center's Housing Policy #1 and a recognized need for housing availability. The Genesee County Housing Needs Assessment identified that 4,800 units are needed in the next 20 years across single-family homes and rental units.

Resolution No. 10/2023 - 01

RESOLUTION OF THE GENESEE COUNTY INDUSTRIAL DEVELOPMENT  
AGENCY D/B/A GENESEE COUNTY ECONOMIC DEVELOPMENT CENTER (THE

"AGENCY") (i) ACCEPTING AN APPLICATION OF COUNTRYSIDE APARTMENTS, LLC WITH RESPECT TO A CERTAIN PROJECT (THE "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

**M. Clattenburg made a motion to accept Initial Resolution #10/2023-01, authorizing the acceptance of the application and scheduling of a public hearing as presented; the motion was seconded by P. Battaglia. Roll call resulted as follows:**

P. Battaglia -	Yes	C. Yunker -	Yes
K. Manne -	Yes	P. Zelif -	Yes
M. Clattenburg -	Yes	M. Gray -	Yes
C. Kemp -	Yes		

**The item was approved as presented.**

Chairman P. Zelif provided an opportunity for the guests from the Town of Pembroke to speak. The residents expressed that they do not want subsidized housing. GCEDC staff and Board Members as well as the Town of Pembroke Supervisor spoke to their concerns. In summary, they stated that the proposed housing project is for market rate apartments only. The developer, in a previous meeting, stated that a one-bedroom apartment will rent for \$1,100 and a two-bedroom apartment will rent for \$1,400. If the project is not built as described in the project description, the IDA has the authority to cancel the PILOT and claw back tax benefits. The public hearing notice for the Countryside Apartments Project will be posted in the Pembroke Town Hall and The Daily News.

The Town of Pembroke residents, excluding T. Schneider, left the meeting.

**3.2 GLOW With Your Hands Summary Report** – More than 1,100 students from GLOW region schools participated in this year’s GLOW With Your Hands: Manufacturing event, including every high school in Genesee County. With an increased focus on pre-BOCES grade levels, students experience both the careers and the available training pathways in Genesee County and our neighboring communities.

Participating manufacturers and employers included Nortera Foods, O-AT-KA Milke Products, Chapin Manufacturing, Graham Manufacturing, LandPro Equipment, Oxbo International, US Gypsum, Liberty Pumps and Amanda Tool America.

Led by Co-Founder Chris Suozzi, we were pleased to demonstrate our high school mechatronics training program and pre-apprenticeship programs with guests, including representatives of our elected leaders and Edwards Vacuum.

**3.3 Cornell Food Processing Bootcamp Announcement Date** – C. Suozzi announced that students that attend the Cornell Food Processing Bootcamp will earn a certificate in food processing from Cornell University Department of Food Science. The three-day program will be held November 7-9, 2023 at SUNY Genesee Community College for high school seniors only.

**3.4 New York Bus Sales Project Update** – New York Bus Sales held a celebration launching the company’s first ever purpose-built EV bus training, preparation and distribution center on Saile Drive in

the town of Batavia on Friday, September 22. The \$6 million, 20,000 sq. ft. new build will service the local and Buffalo-Rochester markets and facilitate the conversion of school buses to all-electric in the coming decade.

Company leaders thanked the GCEDC for assistance in site selection, financing, workforce development, and connections that enable New York Bus Sales to be ready to launch.

#### **4.0 Audit & Finance Committee**

**4.1 August 2023 Financial Statements** – L. Farrell reviewed the August 2023 financial statements with the Board. The following was noted:

- Reserved cash decreased to almost zero in August. We moved RLF #1 funds from Reserved Cash to Restricted Cash. These funds will be used to pay STAMP construction contracts that were previously authorized as well as the mitigation contracts that were required by the DEC as part of the Part 182 Permit.
- On the P&L, there are origination fees of \$166,000. We closed on the Ivy Village Project, RPNY Solar 6 and RPNY Solar 7 Projects.
- For expenditures on the P&L, there is normal monthly activity.
- M. Masse also stated that we closed on the Edwards land sale and incentives, as well as the Apple Tree Acres land sale with Berardi and the Forefront Power Solar Project. These changes will be reflected in the September financial statements.

The financial statements were reviewed in detail by the Committee and are recommended for approval.

**K. Manne made a motion to approve the August 2023 Financial Statements as presented; the motion was seconded by P. Battaglia. Roll call resulted as follows:**

P. Battaglia -	Yes	C. Yunker -	Yes
K. Manne -	Yes	P. Zelif -	Yes
M. Clattenburg -	Yes	M. Gray -	Yes
C. Kemp -	Yes		

**The item was approved as presented.**

**4.2 GCEDC 1+3 Budget** – The 2024 Budget was approved at the last Board meeting. The budget was then extended another 3 years. The 1+3 Budget must be entered into the NYS Public Authorities Reporting Information System (PARIS) online. It was noted that most line items show a 3% increase year over year. The line items with an asterisk are those that could be estimated more accurately as more information was available or schedules were utilized.

The Committee noted that given current market conditions, an estimated 3% increase year over year may not be sufficient. At the Committee meeting, L. Farrell stated that this is simply a forecast and not a formal approval of the budgets for the years 2025-2027. L. Farrell also stated that if inflation is still a concern during next years' budgeting season, she will take a closer look at the individual line items that may be impacted by inflation. Since the Audit and Finance Committee meeting, K. Manne pulled a CPI report showing that inflation last year was approximately 7% and has gone to approximately 2% as of June this year.

This was recommended for approval by the Committee.

**K. Manne made a motion to approve the GCEDC 1+3 Budget as presented; the motion was seconded by P. Battaglia. Roll call resulted as follows:**

P. Battaglia -	Yes	C. Yunker -	Yes
K. Manne -	Yes	P. Zelif -	Yes
M. Clattenburg -	Yes	M. Gray -	Yes
C. Kemp -	Yes		

**The item was approved as presented.**

**4.3 Land Lease Rates** – M. Masse presented the proposed schedule for the land lease rates that were included with the meeting materials.

**Fund commitment:** None.

Location	Term	Rate/Acre
Apple Tree Acres	One year	\$ 70.00
Oatka Hills	One year	\$ 70.00
LeRoy	One year	\$ 70.00

STAMP	One year	\$70.00
STAMP	One year	\$75.00
STAMP	One year	\$3.98

The Land Lease Rates were reviewed in detail by the Committee and were recommended for approval pending review and approval by our agricultural experts on the Board.

C. Yunker and S. Noble-Moag stated that the rates were agreeable.

**K. Manne made a motion to approve the Land Lease Rates as presented; the motion was seconded by P. Battaglia. Roll call resulted as follows:**

P. Battaglia -	Yes	C. Yunker -	Yes
K. Manne -	Yes	P. Zelif -	Yes
M. Clattenburg -	Yes	M. Gray -	Yes
C. Kemp -	Yes		

**The agenda item was approved as presented.**

**5.0 Governance & Nominating Committee – C. Yunker**

**5.1 Nothing at this time.**

**6.0 STAMP Committee – P. Zelif**

**6.1 Storage Yard Agreement** - In conjunction with the installation of the force main from the STAMP site to the direct discharge point at Oak Orchard Creek, the GCEDC had to extend the rental agreement for the storage of pipes until construction is completed.

**Fund Commitment:** \$4,000 from the \$33 million.

**Board Action Request:** Approval of payment of \$4,000 to the landowner.

This was recommended for approval by the Committee.

**M. Clattenburg made a motion to approve the storage yard agreement and payment of \$4,000 to the landowner as presented; the motion was seconded by C. Yunker. Roll call resulted as follows:**

P. Battaglia -	Yes	C. Yunker -	Yes
K. Manne -	Yes	P. Zelif -	Yes
M. Clattenburg -	Yes	M. Gray -	Yes
C. Kemp -	Yes		

**The item was approved as presented.**

**7.0 Employment & Compensation – T. Bender**

**7.1 Nothing at this time.**

**8.0 Housing Committee – P. Battaglia**

**8.1 Nothing at this time**

**9.0 Other Business**

**9.1 Nothing at this time.**

**10.0 Adjournment**

As there was no further business, M. Clattenburg made a motion to adjourn at 5:31 p.m., which was seconded by C. Yunker and passed unanimously.