

### Genesee Gateway Local Development Corp. Meeting Agenda

Thursday, July 11, 2024 Location: 99 MedTech Drive, Innovation Zone

PAGE#	1.0	Call to Order	5:15pm
	2.0	Chairman's Report and Activities 2.1 Upcoming Meetings: Next Scheduled Board Meeting: Thursday, August 1st at 3 p.m. (Change in tinductory of the due to GLOW Corporate Cup)	<b>5:15pm</b> ne
2-5		Audit & Finance Committee Meeting: Tuesday, July 30 <sup>th</sup> at 8:30 a.m.  Agenda Additions/ Deletions / Other Business **Vote  Minutes: June 6, 2024 **Vote	
	3.0	Report of Management 3.1 Nothing at this time.	5:20pm
6-10	4.0	Audit & Finance Committee - M. Brooks 4.1 May 2024 Financial Statements **Vote	5:20pm
	5.0	Governance & Nominating Committee - S. Noble-Moag 5.1 Nothing at this time.	5:25pm
	6.0	Other Business 6.1 Nothing at this time.	5:25pm
	7.0	Adjournment	5:25pm



# GGLDC Board Meeting Thursday, June 6, 2024 Location: 99 MedTech Drive, Innovation Zone 4:00 PM

#### **GGLDC MINUTES**

Attendance

Board Members: P. Zeliff, M. Clattenburg, C. Yunker, M. Brooks, S. Noble-Moag, G. Torrey, P.

Battaglia (Video Conference\*)

Staff: L. Farrell, M. Masse, C. Suozzi, P. Kennett, L. Casey, E. Finch

Guests: K. Manne (GCEDC Board Member), R. Gaenzle (Harris Beach/Video

Conference), C. Kemp (GCEDC Board Member), M. Gray (GCEDC Board

Member)

Absent: D. Cunningham, J. Tretter

#### 1.0 Call to Order

M. Brooks called the meeting to order at 4:39 p.m. in the Innovation Zone.

#### 2.0 Chairman's Report and Activities

2.1 Upcoming Meetings:

Next Scheduled Board Meeting: Thursday, July 11<sup>th</sup> at 4:00 p.m. Audit & Finance Committee Meeting: Tuesday, July 9<sup>th</sup> at 8:30 a.m.

- 2.2 Agenda Additions/ Deletions/ Other Business Nothing at this time.
- S. Noble-Moag made a motion that there are no additions/deletions/other business for the agenda; the motion was seconded by C. Yunker. Roll call resulted as follows:

M. Brooks - Yes J. Tretter - Absent

D. Cunningham - Absent P. Battaglia - Yes (Video Conference\*)

M. Clattenburg - Yes C. Yunker - Yes G. Torrey - Yes P. Zeliff - Yes

S. Noble-Moag - Yes

The item was approved as presented.

- 2.3 Minutes: May 2, 2024 -
- P. Zeliff made a motion to approve the May 2, 2024, minutes as presented; the motion was seconded by G. Torrey. Roll call resulted as follows:

M. Brooks - Yes J. Tretter - Absent

<sup>\*</sup>Attending from a physical location identified in the meeting notice as open to the public.

D. Cunningham - Absent P. Battaglia - Yes (Video Conference\*)
M. Clattenburg - Yes C. Yunker - Yes

G. Torrey - Yes P. Zeliff - Yes

S. Noble-Moag - Yes

The item was approved as presented.

#### 3.0 Report of Management

3.1 Nothing at this time

#### 4.0 Audit & Finance Committee - D. Cunningham

- **4.1 April 2024 Financial Statements** L. Farrell reviewed the significant items of the April 2024 financial statements.
  - On the balance sheet, Land Held for Development & Sale decreased due to the MedTech Landing sale at MedTech Park. Land was written off the books.
  - Unearned revenue increased due to MedTech Centre rents received in advance.
  - On the income statement there are land sale proceeds of \$200K. Cost of sales is writing off land from the balance sheet and closing costs. Net proceeds from the land sale were required to pay down the USDA loan that is associated with the MedTech Centre building. Therefore, there wasn't a cash increase due to that requirement. Instead, there is a decrease in bonds payable.

The financial statements were recommended for approval by the Committee.

P. Battaglia made a motion to approve the April 2024 Financial Statements as presented; the motion was seconded by S. Noble Moag. Roll call resulted as follows:

M. Brooks - Yes J. Tretter - Absent

D. Cunningham - Absent P. Battaglia - Yes (Video Conference\*)

M. Clattenburg - Yes C. Yunker - Yes G. Torrey - Yes P. Zeliff - Yes

S. Noble-Moag - Yes

#### The item was approved as presented.

- **4.2 MedTech Centre Parking Lot Lights -** To diagnose the current problem with the parking lot lighting (there are several lights not working) at 99 MedTech Drive. Gilligan Electric proposes to:
  - 1. Provide an aerial lift to check wire terminations, voltages, driver conditions, brand name and model number of fixtures.
  - 2. Check complete electrical circuit from breakers at panel to hand holes located at each individual pole.
  - 3. Labor will be paid at above the current prevailing wage.

The cost of this investigation will not exceed \$4,000.00 (this includes lift cost, small parts, labor).

M. Masse stated that this is a troubleshooting situation to identify the problem. M. Masse stated that if Gilligan Electric finds that the problem is workmanship related to the original installation, then Gilligan Electric would stop, and the Agency would attempt to work with the company that originally installed the lights to continue.

Fund Commitment: Not to exceed \$4,000 from MedTech Centre operating funds.

**Board Action Request**: Recommend approval of the proposal to trouble shoot parking lot light issues to Gilligan Electric.

This was recommended for approval by the Committee.

C. Yunker made a motion to approve the proposal with Gilligan Electric to troubleshoot the parking lot light issues not to exceed \$4,000 as presented; the motion was seconded by P. Battaglia. Roll call resulted as follows:

M. Brooks -	Yes	J. Tretter -	Absent
D. Cunningham -	Absent	P. Battaglia -	Yes (Video Conference*)
M. Clattenburg -	Yes	C. Yunker -	Yes
G. Torrey -	Yes	P. Zeliff -	Yes
S. Noble-Moag -	Yes		

The item was approved as presented.

#### 5.0 Governance & Nominating Committee – S. Noble-Moag

The Board voted on agenda items 5.1 through 5.3 collectively. The approval for these items follows agenda item 5.3. The Committee recommended these items for approval.

- **5.1 Procurement Policies & Procedures -** This policy is required to be reviewed annually. There are no changes being recommended.
- **5.2 Investment Policy -** This policy is required to be reviewed annually. There are no changes being recommended.
- **5.3 Disposition of Property Guidelines** This policy is required to be reviewed annually. There are no changes being recommended.
- G. Torrey made a motion to approve agenda items 5.1- 5.3; the motion was seconded by P. Zeliff. Roll call resulted as follows:

M. Brooks -	Yes	J. Tretter -	Absent
D. Cunningham -	Absent	P. Battaglia -	Yes (Video Conference*)
M. Clattenburg -	Yes	C. Yunker -	Yes
G. Torrey -	Yes	P. Zeliff -	Yes
S. Noble-Moag -	Yes		

These items were approved as presented.

#### 6.0 Other Business

#### 6.1 Nothing at this time.

#### 7.0 Adjournment

As there was no further business, M. Brooks made a motion to adjourn at 4:44 p.m., which was seconded by C. Yunker and passed unanimously.

.3

### Genesee Gateway Local Development Corp. Dashboard - May 2024 Balance Sheet - Accrual Basis



		5/31/24		4/30/24	[Per Audit] 12/31/23
ASSETS:		2.2.2.2		100/21	12,31,25
Cash - Unrestricted	S	711,608	\$	716,531 \$	706,434
Cash - Restricted (A)		1,113,865		1,114,469	1,582,013
Cash - Reserved (B)	_	1,510,061		1,576,392	1,336,281
Cash - Subtotal	(2)	3,335,534		3,407,392	3,624,728
Accounts Receivable		8,808		8,974	11,320
Interest Receivable				(27)	3,839
Lease Receivable GASB - Current Portion		522,953		522,953	522,953
Loans Receivable - Current Portion		447,477		451,699	581,079
Other Current Assets (1)	-	41,246		46,803	3,335
Total Current Assets	_	4,356,018	_	4,437,821	4,747,254
Land Held for Dev. & Resale (2)		1,968,357		1,968,357	2,182,234
Buildings & Improvements		7,281,719		7,281,719	7,248,621
Furniture, Fixtures & Equipment		46,599	_	46,599	46,599
Total Property, Plant & Equip.		9,296,675		9,296,675	9,477,454
Less Accumulated Depreciation		(2,622,826)		(2,606,713)	(2,542,265)
Net Property, Plant & Equip.	7	6,673,849	_	6,689,962	6,935,189
Lease Receivable GASB - Noncurrent Portion		1,930,390		1,930,390	1,930,390
Loans Receivable - Noncurrent Portion (Net of \$170,238 Allow for Bad Debt)		676,944		682,367	777,143
Equity Investment in Genesee Agri-Business, LLC (3)		2,562,240		2,562,240	2,562,240
Equity Investment in STAMP Sewer Works, Inc. (4)		250,000		250,000	250,000
Equity Investment in STAMP Water Works, Inc. (5)		25,000		25,000	25,000
Other Assets	-	5,444,574		5,449,997	5,544,773
Total Assets	_	16,474,441		16,577,780	17,227,216
LIABILITIES:					
Accounts Payable (6)		66,269		135,049	58,627
Unearned Revenue		41,992		40,965	500
Security Deposits		109,944		109,944	109,944
Loans Payable - Current Portion		91,552		91,248	90,041
Bonds Payable - Current Portion		159,599		144,773	156,909
Total Current Liabilities		469,356		521,979	416,021
Loans Payable - Noncurrent Portion (2)		1,803,370		1,811,140	2,001,898
Bonds Payable - Noncurrent Portion		2,106,147		2,135,147	2,179,828
Total Noncurrent Liabilities		3,909,517		3,946,287	4,181,726
Total Liabilities	_	4,378,873		4,468,266	4,597,747
DEFERRED INFLOW OF RESOURCES					
Deferred Inflow - Leases		2,373,512		2,373,512	2,373,512
Total Deferred Inflow of Resources		2,373,512		2,373,512	2,373,512
EQUITY	s	9,722,056	\$	9,736,002 \$	10,255,957

#### Significant Events:

- 1. Other Current Assets Prepaid General Liability, Umbrella, D&O and Cyber insurance.
- 2. Land Held for Dev. & Resale & Bonds Payable Noncurrent Portion YTD proceeds from the MedTech Landing land sale at MedTech Park was applied to the USDA Bond.
- 3. Equity Investment in Genesee Agri-Business, LLC Ties to corresponding GAB, LLC financial statements.
- 4. Equity Investment in STAMP Sewer Works, Inc. Distributions to this entity to cover start up costs and legal fees.
- 5. Equity Investment in STAMP Water Works, Inc. Distributions to this entity to cover start up costs.
- 6. Accounts Payable Grant for continuing Economic Development Program support, MedTech Centre Property Mgmt, etc.
- (A) Restricted = DL Community Benefit Agreement (CBA) Funds, Plug Power Host Community Investment Funds, Security Deposits, USDA Debt Sinking Fund.
  - Reserved = OCR loan repayments, Strategic Investment Funds, Economic Development Loan Funds, Batavia Micropolitan Area Redevelopment Loan Funds, Grant Funds.



### Genesee Gateway Local Development Corp. Dashboard - May 2024 Profit & Loss - Accrual Basis



	Month to Date				2024	2024 YTD %	
			YT	D	Board Approved		
	5/31/24	<u>5/31/23</u>	2024	2023	Budget	of Budget	
Operating Revenues:							
Grants (1)	- S		,	1,160,611 \$	1,822,876	1%	
Interest Income on Loans	3,620	2,512	18,226	11,800	39,477	46%	
Rent	62,440	63,727	313,007	314,435	767,488	41%	
Common Area Fees - Parks	2.0	(=3)	3,030	500	500	606%	
Fees	9		(i+)	250	2	N/A	
Other Revenue		92	440	269	-	N/A	
Land Sale Proceeds	- 25 - 25		200,000	7	- 1_	N/A	
Total Operating Revenues	66,060	66,331	561,703	1,487,865	2,630,341		
Operating Expenses:							
Operations & Maintenance	16,593	17,558	87,254	89,457	345,024	25%	
Professional Services	20,527	7,262	49,575	54,386	137,168	36%	
Econ. Dev. Prog. Support Grant	25,000	25,000	125,000	125,000	300,000	42%	
Site Development Expense (2)	-		485,753		578,883	84%	
Cost of Sales		-	254,423	- 4	:41	N/A	
Grant Expense	=	2	2,000	373,007	869,648	0%	
Real Estate Dev. (Capitalized)	-	8	-	.5	20,000	0%	
Buildings/Furniture/Equip. (Capitalized) (3)		-	33,098	-	50,000	66%	
Balance Sheet Absorption	¥	~	(33,098)	ੂ	(70,000)	47%	
Depreciation	16,113	16,175	80,561	80,875	193,385	42%	
Total Operating Expenses	78,233	65,995	1,084,566	722,725	2,424,108		
Operating Revenue (Expense)	(12,173)	336	(522,863)	765,140	206,233		
Non-Operating Revenues (Expenses):							
Other Interest Income (4)	10,470	5,351	50,314	8,824	62,500	81%	
Interest Expense	(12,243)	(12,921)	(61,352)	(64,200)	(144,639)	42%	
Total Non-Operating Exp.	(1,773)	(7,570)	(11,038)	(55,376)	(82,139)	1270	
Change in Net Assets	(13,946)	(7,234)	(533,901)	709,764 \$	124,094		
Net Assets - Beginning	9,736,002	10,124,318	10,255,957	9,407,320			
Net Assets - Ending \$_	9,722,056 \$	10,117,084 \$	9,722,056 \$	10,117,084			

#### Significant Events:

- 1. Grant Revenue YTD ESL Federal Credit Union pass-through grant to BEA supporting Young Dexter STEAM Camp(\$2K); YTD Workforce Dev/Ec Dev Program Support Grant from Oak Orchard Solar (\$25K).
- 2. Site Development Expense YTD Payment made to the Town of Pembroke per the 2019 Sewer Supply Agreement supporting construction costs of the Corfu wastewater treatment facility expansion.
- 3. Buildings / Furniture / Equipment YTD MedTech Centre building light fixture upgrades to LED.
- 4. Other Interest Income Interest rates have increased substantially; invested funds into CDs for additional interest.

# Genesee Gateway Local Development Corp. May 2024 Dashboard Statement of Cash Flows



	May 2024	YTD
CASH PROVIDED (USED) BY OPERATING ACTIVITIES:		
Grant Income \$		27,000
Interest Income on Loans	3,607	18,219
Rental Income	63,611	356,666
Common Area Fees - Parks	2.	3,030
Other Revenue	**	793
Net Land Sale Proceeds	(11.001)	200,000
Operations & Maintenance	(11,001)	(131,406)
Professional Services	(35,307)	(37,193)
Economic Development Program Support Grant	(75,000)	(75,000)
Site Development Expense	75	(485,753)
Cost of Land Sales	(4.000)	(40,546)
Grant Expense	(4,000)	(4,000)
Repayment of Loans	9,645	233,801
Net Cash Provided (Used) By Operating Activities	(48,445)	65,611
CASH FLOWS USED BY CAPITAL & RELATED FINANCING ACTIVITIES:		
Principal Payments on Bonds & Loans	(21,640)	(268,008)
Interest Paid on Bonds & Loans	(12,243)	(61,352)
Purchase/Improvements of Buildings/Furniture/Equipment	(12,2 13)	(79,598)
Net Cash Used By Capital & Related Financing Activities	(33,883)	(408,958)
CASH FLOWS PROVIDED BY INVESTING ACTIVITIES:		
Interest Income	10,470	54,153
Net Cash Provided By Investing Activities	10,470	54,153
The Cash To Adea by Myosing Heavilles	10,470	34,133
Net Change in Cash	(71,858)	(289,194)
Cash - Beginning of Period	3,407,392	3,624,728
Cash - End of Period \$	3,335,534 \$	3,335,534
RECONCILIATION OF OPERATING EXPENSE		
TO NET CASH PROVIDED (USED) BY OPERATING ACTIVITIES:		
Operating Expense S	(12,173) \$	(522,863)
Adjustments:		( - / - /
Depreciation Expense	16,113	80,561
Decrease in Land Held For Dev. & Resale		213,877
Decrease in Accounts Receivable	166	2,512
Decrease (Increase) in Other Current Assets	5,557	(37,911)
Decrease in Loans Receivable	9,645	233,801
Increase (Decrease) in Operating Accounts Payable	(68,780)	54,142
Increase in Unearned Revenue	1,027	41,492
Total Adjustments	(36,272)	588,474
Net Cash Provided (Used) By Operating Activities \$	(48,445) \$	65,611



#### Genesee Gateway Local Development Corp. Dashboard - May 2024 **Balance Sheet - Accrual Basis**

						COMB	INED
		GGLDC	<b>GABLLC</b>				Per Audit
		5/31/24	5/31/24		Eliminations	5/31/24	12/31/2023
ASSETS:							
Cash - Unrestricted	\$	711,608 \$		S	- \$		3,399,008
Cash - Restricted (A)		1,113,865			*	1,113,865	1,582,013
Cash - Reserved (B)		1,510,061	2,775,620	_	*	4,285,681	1,336,281
Cash - Subtotal		3,335,534	2,775,620		*	6,111,154	6,317,302
Accts Receivable - Current		8,808			20	8,808	15,520
Interest Receivable - Current		- 4	1				8,246
Lease Receivable GASB - Current		522,953	13,946		23	536,899	536,899
Loans Receivable - Current		447,477	1		23	447,477	581,079
Other Current Assets		41,246	-		2	41,246	3,335
<b>Total Current Assets</b>	-	4,356,018	2,789,566			7,145,584	7,462,381
Land & Improvements		1,968,357	1,339,730		*1	3,308,087	3,521,964
Buildings & Improvements		7,281,719	-		81	7,281,719	7,248,621
Furniture, Fixtures & Equipment		46,599	39		*	46,599	46,599
Total Property, Plant & Equip.		9,296,675	1,339,730			10,636,405	10,817,184
Less Accumulated Depreciation		(2,622,826)	1		100	(2,622,826)	(2,542,265)
Net Property, Plant & Equip.	_	6,673,849	1,339,730			8,013,579	8,274,919
Lease Receivable GASB - Noncurrent		1,930,390	94,968			2,025,358	2,025,358
Loans Receivable - Noncurrent		676,944	-		2	676,944	777,143
Equity Investment in GAB, LLC		2,562,240			(2,562,240)	-51.74*35001	
Equity Investment in STAMP Sewer Works, Inc.		250,000	-			250,000	250,000
Equity Investment in STAMP Water Works, Inc.		25,000			-	25,000	25,000
Other Assets	-	5,444,574	94,968		(2,562,240)	2,977,302	3,077,501
TOTAL ASSETS		16,474,441	4,224,264		(2,562,240)	18,136,465	18,814,801
LIABILITIES:							
Accounts Payable		66,269	125		(25)	66,269	58,627
Unearned Revenue (1)		41,992	(2		701	41,992	1,773
Customer Deposit		.1,,,,,	2		-	11,552	20,000
Security Deposits		109,944				109,944	109,944
Loans Payable - Current Portion		91,552	- 6			91,552	90,041
Bonds Payable - Noncurrent Portion		159,599			X.50	159,599	156,909
Total Current Liabilities	-	469,356				469,356	437,294
Loans Payable - Noncurrent Portion		1,803,370				1,803,370	2,001,898
Bonds Payable - Noncurrent Portion		2,106,147			17 TO	2,106,147	2,179,828
Total Noncurrent Liabilities		3,909,517		5 3		3,909,517	4,181,726
					-		
TOTAL LIABILTIES	-	4,378,873	2	6 3		4,378,873	4,619,020
DEFERRED INFLOW OF RESOURCES							
Deferred Inflow - Leases		2,373,512	108,914			2,482,426	2,482,426
<b>Total Deferred Inflow of Resources</b>		2,373,512	108,914			2,482,426	2,482,426
EQUITY	\$	9,722,056 \$	4,115,350	\$	(2,562,240) \$	11,275,166 \$	11,713,355
100 1 m 2 m 1 m 1 m 1 m 1 m 1 m 1 m 1 m 1 m	-		,,			, -,-,-,-,	,, ,== ,== 0

Restricted = DL Community Benefit Agreement (CBA) Funds, Plug Power Host Community Investment Funds, Security Deposits, USDA Debt Sinking Fund.

Reserved = OCR Ioan repayments, Strategic Investment Funds, Economic Development Loan Funds, Batavia Micropolitan Area Redevelopment Loan Funds, Grant Funds.



## Genesee Gateway Local Development Corp. Dashboard - May 2024 Profit & Loss - Accrual Basis

				COMBINED		
	<b>GGLDC</b>	<b>GABLLC</b>			Combined	
	5/31/24	5/31/24	Eliminations	5/31/24	YTD	
Operating Revenues:	14	W sa	200 5200	1020		
Grants \$	- \$	- 1	- \$	- \$	27,000	
Interest Income on Loans	3,620		- 5	3,620	18,226	
Rent	62,440	7,299	-	69,739	349,451	
Interest Income on Leases	8	•	•	•	1072	
Lease Revenue	*		-		( <del>( )</del>	
Common Area Fees - Parks	2	-	-	•	12,274	
Fees	*	*	*		8.00	
Other Revenue (1)	-	2	2	-	20,440	
Land Sale Proceeds				(A)	200,000	
Total Operating Revenues	66,060	7,299	*	73,359	627,391	
Operating Expenses:						
Operations & Maintenance	16,593	15	⊈	16,608	91,865	
Professional Services	20,527	-	-	20,527	49,575	
Econ. Dev. Program Support Grant	25,000	2	-	25,000	125,000	
Site Development Expense	-	5		-	485,753	
Cost of Sales	₩.	2	₩	-	254,423	
Grant Expense	E	票	=	-	2,000	
Buildings/Furniture/Equipment (Capita	2	41	<u>≃</u>	(40)	33,098	
Balance Sheet Absorption	<i>5</i> 3	5.	-	275	(33,098)	
Depreciation	16,113			16,113	80,561	
Total Operating Expenses	78,233	15_		78,248	1,089,177	
Operating Revenue (Expense)	(12,173)	7,284	*	(4,889)	(461,786)	
Non-Operating Revenues (Expenses):						
Other Interest Income	10,470	6,945	<i>5</i> 2	17,415	84,949	
Interest Expense	(12,243)	€		(12,243)	(61,352)	
Total Non-Operating Rev (Exp)	(1,773)	6,945		5,172	23,597	
Change in Net Assets	(13,946)	14,229	Ä	283	(438,189)	
Net Assets - Beginning	9,736,002	4,101,121	(2,562,240)	11,274,883	11,713,355	
Net Assets - Ending	9,722,056 \$	4,115,350 \$	(2,562,240) \$	11,275,166 \$	11,275,166	