



**Tuesday, June 24, 2008**  
**8:00 am – GCEDC Offices**

**MINUTES**

**ATTENDANCE**

Agency Members: J. Vincent, J. Andrews, J. Fulmer, L. Benton, W. Hinchey, H. Upson, \*\*M. Gerber  
Staff: S. Hyde, S. Lockwood, S. Cook, C. Zambito, C. Suozzi, J. Macaluso  
Guests: \*\*Paul Mrozek (Batavia Daily News)  
Absent:

**CALL TO ORDER**

J. Andrews called the meeting to order at 8:08 a.m. in the Conference Room of the Genesee County Economic Development Center.

**APPROVAL OF MINUTES**

J. Fulmer made a motion to approve the May 27th meeting minutes seconded by W. Hinchey and approved by all.

**OPERATIONS**

J. Fulmer excused himself from the meeting.

**Business Insurance Procurement**– S. Cook provided members with a schedule of EDC’s business insurance coverage/premiums for 2008/2009. The schedule also included a premium comparison with the previous year. Premium increases were moderate and related primarily to liability coverage on our real estate holding (land held for development/One Mill Street). The Workers Compensation policy renewed at approximately 10% less than the previous year.

As 2008 is the end of a three year relationship previously approved by the board, a decision will need to be made as to whether we will continue these relationships beyond 2008/2009 or request proposals from other agents.

S. Cook noted the current carrier has been very responsive, she has been very happy with their services and that the GCEDC is under no obligation to change their insurance carrier. The last time that the agency requested proposals from other agencies, she found it difficult to find a company who offered the diverse insurance coverage that we require.

After discussing the alternatives, the board decided to stay with the current insurance carrier. They will revisit the alternatives in 2010 / 2011 prior to renewing the insurance.

J. Fulmer returned for the rest of the meeting.

\*\* Mike Gerber and Paul Mrozek arrived for the meeting \*\*

**May Financials** – S. Cook discussed the financial statements with the board. It was noted that some cost increases are being incurred in developing the Parks. S. Hyde expects to invest \$80,000 into Apple Tree Acres using the funds received from selling land to Liberty Pumps. The money will be used for updating the storm water pond, as there have been some problems with it, as well as increasing the capacity to accommodate 50 -75 additional acres for development. S. Hyde discussed the cash flows and reminded the board that he and S. Cook are keeping a close eye on it. Timing can be an issue as many of the grants received are paid only after the expense has been paid (reimbursing). J. Vincent made a motion to approve the May Financials seconded by M. Gerber and approved by all.

**Resolution approving the increase in the number of voting directors of the GGLDC and amendments to the GGLDC’s Certificate of Incorporation and By-Laws** – S. Cook presented a resolution to increase the number of voting directors of the GGLDC from seven to nine along with amending the Corporation’s Certificate of Incorporation and bylaws to reflect the change. The change is being made because Section 509 of the NY Not-For Profit Corporation Law requires that the GGLDC have 2/3 of the board members present for approval of a sale, purchase, mortgage or lease of real property. It is anticipated that it will be easier to meet the 2/3 requirement with additional board members. The GCEDC is the controlling entity of the GGLDC.

After a short discussion H. Upson made a motion to approve Resolution #06/2008-01, seconded by L. Benton.

RESOLUTION OF THE GENESEE COUNTY INDUSTRIAL DEVELOPMENT AGENCY D/B/A GENESEE COUNTY ECONOMIC DEVELOPMENT CENTER APPROVING (i) AN INCREASE IN THE NUMBERS OF VOTING DIRECTORS OF THE GENESEE GATEWAY LOCAL DEVELOPMENT CORPORATION (THE "CORPORATION"); AND (ii) CORRESPONDING AMENDMENTS TO THE CORPORATION'S CERTIFICATE OF INCORPORATION AND BY-LAWS.

The resolution was put to a vote by roll call that resulted as follows:

J. Andrews -	Yes	M. Gerber -	Yes
L. Benton -	Yes	H. Upson -	Yes
W. Hinchey -	Yes	J. Vincent -	Yes
J. Fulmer -	Yes		

The resolution was approved as presented.

### **SALES MANAGEMENT (Projects Overview)**

**Traco Mfg** – Traco Manufacturing will be moving out of One Mill Street and into their own building within the next couple of weeks. The company has purchased the former Genesee Precision building. C. Zambito and C. Suozzi will be meeting with the Company to develop a case study on their transitioning from an incubator to their own building.

C. Suozzi informed the board that a couple of businesses are looking at leasing Traco's space.

**Tonawanda Pioneer Properties / Genesee Precision (Transfer of Ownership)** – The title company on behalf of Tonawanda Pioneer Properties / Genesee Precision requires that the GCEDC transfer title back to the company prior to the sale of the building to Traco. In order to do so S. Cook presented a resolution to the board.

After a short discussion L. Benton made a motion to approve Resolution #06/2008-02, seconded by M. Gerber.

RESOLUTION OF THE GENESEE COUNTY INDUSTRIAL DEVELOPMENT AGENCY D/B/A GENESEE COUNTY ECONOMIC DEVELOPMENT CENTER TO TRANSFER ALL OF ITS RIGHTS, TITLE AND INTEREST IN AND TO THE TONAWANDA PIONEER PROPERTIES, LLC PROJECT AND EXECUTE AND DELIVER ANY DOCUMENTS AND INSTRUMENTS NECESSARY AND INCIDENTAL THERETO.

The resolution was put to a vote by roll call that resulted as follows:

J. Andrews -	Yes	M. Gerber -	Yes
L. Benton -	Yes	H. Upson -	Yes
W. Hinchey -	Yes	J. Vincent -	Abstain
J. Fulmer -	Abstain		

The resolution was approved as presented.

J. Vincent and J. Fulmer abstained due to a possible conflict of interest with the company and their place of business.

### **REAL ESTATE DEVELOPMENT / MANAGEMENT / INDUSTRY SOLUTIONS**

**Town of Batavia Grant Acceptance** – The Town of Batavia has put forth a public hearing for July which will be followed by a vote on a \$225,000 economic development grant in support of infrastructure at the Genesee Valley Ag Park. This is the third year in a row that the Town of Batavia has helped to seed development with in the Town. The Town has been a solid partner in their efforts to help support development of Gateway II, Med Tech Park and now the Genesee Valley Ag Park.

**Pembroke Commerce Park Update** – Development of the Pembroke Commerce Park is moving along nicely, although we have experienced a \$25,000 cost overrun related to materials for the road base. S. Hyde continues to manage the finances very carefully. Professional Turf Services are very close to closing on their land purchase, in fact based upon steel prices and their ability to act accordingly the company has asked if they could have steel delivered to the site within the next ten days. The board agreed to allow the delivery as it shows a commitment to the project.

**Med Tech Park Update / Commercialization Center** – Phase I is close to being completed at Med Tech Park thanks to the continued support from the Town of Batavia and the Genesee County Highway Department.

The concept of a Commercialization Center that would offer low cost space to companies who are beyond an incubator model, but are not ready to build their own building within the medical field was discussed. By assisting companies in this way, the Center would be helping to anchor the business to this community. An architectural rendering is being developed with the support of a grant from National Grid. Although this is strictly a concept plan right now, S. Hyde has started discussing the possibility with a couple of other companies who may want to lease space from us if the center is built. Anchor tenants and grant funds are key to help make this project possible. S. Hyde has retained a company that will help us go after grant funds for this project for \$5,000, with a success fee of \$25,000. S. Hyde is writing a development plan for the project addressing the great innovations developed in NY having a better opportunity of staying in NY if this type of Center was developed.

H. Upson asked if they had given any thought to a strategy to move businesses along through the Commercialization Center into their own facility, without them becoming to comfortable with the low cost space.

S. Hyde has thought about this and although it still needs to be worked out, believes that it will be part of their leasing agreement.

The goal is to help keep businesses in NY from the innovation (development) phase through their entire life cycle. The GCEDC could potentially offer a total package by assisting them with their development needs so that they can focus on their area of expertise, offering a great opportunity for developing new businesses.

**Genesee Valley Ag Park / Ag & Markets Visit** – S. Hyde has been actively working on forming the joint venture with Farm Credit, in doing so

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**Genesee County Economic Development Center**

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he has realized how much they are really blazing new trails that require the ability to explore new opportunities. He anticipates an enabling resolution within the next month.

The Deputy Commissioner from Ag & Markets came to see S. Hyde and discuss future plans for the Genesee Valley Ag Park, followed by the Commissioner who came out here about a week later. They were both very impressed with the opportunity that the Park provides for the Ag community. S. Hyde is starting to see the direct ties between farm production and ag manufacturing.

**Commercialization Center Design CPL** – C. Zambito distributed a proposal from Clark Patterson for architectural and engineering services related to the development of conceptual design of the proposed Commercialization Center in the Upstate Med Tech Park. He asked the board to look over the proposal for consideration at a future board meeting.

#### **STAMP:**

**Phase II** – C. Zambito presented the next step / phase II, design requirements to the Alabama Town board along with updates on the feasibility Study, as it is coming to the end. Shovel ready requirements for the STAMP project are different than any of our other Parks, due to the large size. The Park is considered shovel ready when a plan is in place for appropriate infrastructure and land cost / control is set, so that once a company decides to build they can move along the process quickly.

**S. Hyde trip to SEMICON West Trade Show 7/14 – 7/18/2008** – The consultants with CH2MHILL are advising S. Hyde that he should attend the SEMICON West 2008, in order to start meeting people in the types of industries that would be looking to locate in a place like STAMP. This would mean that he would miss the Semi-Annual Dinner Meeting.

#### **EMPIRE ZONE / FINANCING**

**Boundary Revision** – S. Lockwood explained that he is in the final stages of a boundary revision process which includes deletion of some land and the addition of land which will comprise the Genesee Valley Agri-Business Park. The changes are required because the area where the Agri-Business Park will be located has been revised somewhat and the entrance will now be via Route 5 instead of Route 63. S. Lockwood noted that the changes are being made as they reflect the best use of the program at this time.

#### **MARKETING**

**Liberty Pumps Ground Breaking / Recap** – C. Zambito reminded board members that Liberty Pumps had their groundbreaking ceremony on May 30<sup>th</sup>. The Company was grateful to have Mr. Zambito's help through the planning process.

**Outreach Update** – C. Zambito presented the board with the outreach / education opportunities that he has had since the beginning of the year.

**Website** – C. Zambito informed the board that GCEDC's website has a new look and feel; he asked if they would take a look at their leisure.

#### **POLICY ISSUES / HUMAN RESOURCES / OTHER BUSINESS**

##### **Life Sciences Workforce Development:**

**Update** – The teacher program has been filled with 24 teachers from Genesee, Livingston, Monroe, Orleans, and Wyoming Counties. The class will train teachers from across a 10 County region on BIOTECH and Life Sciences. The goal is to have the trained teachers take the information back to their schools to help build interest in the field.

The six week program for teenagers has also been filled; the enrollment and application process was incredible. One hundred and sixteen teenagers applied within 30 days, the acceptance rate was 1 out of 3. Staff from Genesee Community College conducted the application process using their acceptance guidelines.

Next they will be looking for two teachers from each district to participate in a train the trainer program as well as to distribute K-12 curriculum that will be available to area teachers.

**New Life Sciences Workforce Development Consultant -> John Jakubowski** – The new Life Sciences Workforce Development Consultant is John Jakubowski. He will be responsible for moving forward with the Workforce Development Program.

**Referral Program / Consultant Fees** – C. Zambito discussed the current referral program / consultant fee schedule with the board and suggested making some changes including a \$10,000 cap and refining who is eligible to participate. Mr. Zambito asked the board to think about the suggested changes and to get back to him with their suggestions.

**Governance Committee** – S. Cook reminded the board that we have to get the Governance Committee active. She distributed a model Governance Committee Charter and asked the board to review it and get back to her with any suggestions. The current Governance Committee

Members are: Jim Fulmer, J. Andrews, Jim Vincent, Wally Hinchey, and Hollis Upson. A Chairman has to be appointed and will be addressed at the next board meeting.

**Semi-Annual Meeting** - GCEDC's semiannual meeting will be held on Wednesday, July 16<sup>th</sup> at Terry Hills. A business meeting will be held at 4:30 with the social portion of the meeting beginning at 6:00.

#### **EXECUTIVE SESSION**

H. Upson made a motion to enter into executive session under the Public Officers Law, Article 7, Open Meeting Law Section 105, paragraph d, at 9:27 a.m., for the following reasons:

1. To discuss the financial history of particular corporations.
2. The proposed acquisition of property that would otherwise affect the value of the property.

The motion was seconded by L. Benton and approved by members.

#### **ADJOURNMENT**

As there was no further business, W. Hinchey made a motion to adjourn at 9:58 a.m., seconded by H. Upson.

### **Future Meetings:**

Wednesday, July 9<sup>th</sup>

- 8:00 am @ GCEDC Offices

Tuesday, July 23<sup>rd</sup>

- 8:00 am @ GCEDC Offices

**\*\*Tuesday, August 12<sup>th</sup>**

**- Semi Annual Dinner Meeting at  
Terry Hills 4:30 pm (Conf. Room)  
Cocktails @ 6:00, Dinner @ 6:30**