



**Thursday, February 7, 2019
Upstate MedTech Centre – Innovation Zone
4:00 PM**

GCEDC MINUTES

Attendance

Board Members: P. Zelif, T. Bender, M. Gray, A. Young, A. Vanderhoof, P. Battaglia (Video Conference)

Staff: L. Farrell, M. Masse, E. Richardson, P. Kennett, S. Hyde, J. Krencik

Guests: T. Felton (GGLDC Board Member), D. Cunningham (GGLDC Board Member), G. Torrey (GGLDC Board Member), S. Noble-Moag (GGLDC Board Member), M. Wiater (GGLDC Board Member), Chris Howell (Graham), R. Gaenzle (Harris Beach)

Absent: C. Yunker

1.0 Call to Order

P. Zelif called the meeting to order at 4:01 p.m. in the Upstate MedTech Centre Innovation Zone conference room.

1.1 Enter Executive Session –

A. Young made a motion to enter executive session under the Public Officers Law, Article 7, Open Meetings Law Section 105, at 4:01 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.

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

1.2 Enter Public Session –

A. Young made a motion to enter back into public session at 4:22 p.m., seconded by M. Gray and approved by all members present.

Presentation: Graham- Chris Howell of Graham shared that the company has 3 projects on its City of Batavia campus which will renovate 8,000 sq. ft. of existing building and add 5,000 sq. ft. of new warehouse space.

1. Expand the welding school to meet the demand for welders. The company will require to double the current training capacity and will renovate 4,000 sq. ft.
2. An existing 4,000 sq. ft. manufacturing building will be required to be repurposed.
3. A new 5,000 sq. ft. warehouse to store materials that are currently stored outside in the elements.

2.0 Chairman’s Report & Activities

2.1 Upcoming Meetings:

Next Scheduled Board Meeting: Thursday, March 7th at 4:00pm

Audit & Finance Committee Meeting: Tuesday, March 5th at 8:30 a.m.

STAMP Committee Meeting: Tuesday, March 5th at 10:30 a.m.

****GCEDC Annual Meeting: Friday, March 8th at 12:00pm**

2.2 Agenda Additions / Deletions / Other Business –

M. Gray made a motion to add item 5.3 Appointment of GGLDC Board Member to the agenda; the motion was seconded by T. Bender. Roll call resulted as follows:

P. Battaglia -	Yes (Video Conference)	C. Yunker -	Absent
T. Bender -	Yes	P. Zelif -	Yes
A. Young -	Yes	M. Gray -	Yes
A. Vanderhoof -	Yes		

The item was approved as presented.

2.3 Minutes: January 10, 2019

A. Young made a motion to approve the January 10, 2019 minutes as presented; the motion was seconded by A. Vanderhoof. Roll call resulted as follows:

P. Battaglia -	Yes (Video Conference)	C. Yunker -	Absent
T. Bender -	Yes	P. Zelif -	Yes
A. Young -	Yes	M. Gray -	Yes
A. Vanderhoof -	Yes		

The item was approved as presented.

3.0 Report of Management

3.1 Graham – Initial Resolution – Graham has 3 projects on its City of Batavia campus which will renovate 8,000 sq. ft. of existing buildings and add 5,000 sq. ft. of new warehouse space. They plan to expand the welding school to meet the demand for welders, doubling the current training capacity and renovating 4,000 sq. ft. of existing space. They also plan to renovate 4,000 sq. ft. of additional manufacturing space and add a new 5,000 sq. ft. warehouse. The company is investing approx. \$1,075,000. The company is planning to retain 291 jobs and create 10 new jobs. The company has had past commitments (2011 & 2013 projects) which totaled 338 full time equivalents (FTE). Thus, based on the current FTE's we are not counting any new jobs in our 2019 tracking report.

The company is seeking assistance from the GCEDC with a sales tax exemption valued at approx. \$51,056, a mortgage tax exemption valued at approx. \$10,750 and a standard 60% abatement, fixed dollar amount PILOT, based on the incremental increase in assessed value, valued at approx. \$69,346. This project will contribute to the Batavia Pathway to Prosperity (BP2) Program. As benefits exceed \$100,000, a public hearing is required to be held.

M. Masse asked the Board to approve resolution no. 02/2019-01, accepting the application and authorizing a public hearing.

Resolution No. 02/2019-01

RESOLUTION OF THE GENESEE COUNTY INDUSTRIAL DEVELOPMENT AGENCY D/B/A GENESEE COUNTY ECONOMIC DEVELOPMENT CENTER (THE "AGENCY") (i) ACCEPTING THE APPLICATION OF GRAHAM CORPORATION 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

A. Young made a motion to approve resolution no. 02/2019-01 as presented; the motion was seconded by T. Bender. Roll call resulted as follows:

P. Battaglia -	Yes (Video Conference)	C. Yunker -	Absent
T. Bender -	Yes	P. Zeff -	Yes
A. Young -	Yes	M. Gray -	Yes
A. Vanderhoof -	Yes		

The item was approved as presented.

3.2 Gateway GS – Initial Resolution – Gateway GS has built the “shell” of a 27,000 sq. ft. or speculative “spec” building at Gateway II Corporate Park (to the south of Ashley). This will be Phase 1 of 5. The building has been engineered to be flexible or prospective tenants, who will ultimately lease the space and have input to the final buildout. The tenants that this type of building will attract include warehouse, distribution, light manufacturing, technology and office space tenants. GCEDC previously approved application #1 for the shell of the building. This approval will be based on the interior buildout (Building #1, application #2).

The company is seeking assistance from the GCEDC with a sales tax exemption valued at approx. \$21,515, a mortgage tax exemption valued at approx. \$4,500 and a standard PILOT, based on the incremental increase in assessed value, valued at approx. \$180,224. As benefits exceed \$100,000, a public hearing is required to be held.

M. Masse asked the Board to approve resolution no. 02/2019-02, accepting the application and authorizing a public hearing.

Resolution No. 02/2019-02

RESOLUTION OF THE GENESEE COUNTY INDUSTRIAL DEVELOPMENT AGENCY D/B/A GENESEE COUNTY ECONOMIC DEVELOPMENT CENTER (THE "AGENCY") (i) ACCEPTING THE APPLICATION OF GATEWAY GS, LLC 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.

M. Gray made a motion to approve resolution no. 02/2019-02 as presented; the motion was seconded by A. Vanderhoof. Roll call resulted as follows:

P. Battaglia -	Yes (Video Conference)	C. Yunker -	Absent
T. Bender -	Yes	P. Zeff -	Yes
A. Young -	Yes	M. Gray -	Yes
A. Vanderhoof -	Yes		

The item was approved as presented.

4.0 Audit & Finance Committee – M. Gray

4.1 December 2018 Unaudited Financial Statements - L. Farrell presented the December 2018 Unaudited Financial Statements to the Board and noted the following:

- Restricted Cash decreased as qualifying expenditures were made using the STAMP ESD Imprest account funds and the County \$4M.
- Increase in Accounts Payable; mostly STAMP related activity; This item is subject to change as we receive more invoices related to work performed in 2018.
- Accrued Liabilities decreased due to the NYS Retirement payment made in December.
- All other expenditures are in line with the budget except as noted.
- The net income YTD shows a loss of \$627,876 which is higher than budgeted; this includes \$1M of expenses on STAMP/Alabama water project funded via loan proceeds with no corresponding revenues recorded.

This is recommended by the Committee.

M. Gray made a motion to approve the December 2018 Unaudited Financial Statements as presented; the motion was seconded by T. Bender. Roll call resulted as follows:

P. Battaglia -	Yes (Video Conference)	C. Yunker -	Absent
T. Bender -	Yes	P. Zelif -	Yes
A. Young -	Yes	M. Gray -	Yes
A. Vanderhoof -	Yes		

The item was approved as presented.

4.2 Phase 1 Environmental Site Assessment – LeRoy Food & Tech Park – The GCEDC requested quotes from three companies to complete a Phase I Environmental Site Assessment (ESA) on the Leroy Food & Technology Park. The three companies contacted, and their quotes are as follows:

1. Ravi Engineering & and Surveying, Inc - \$1,500
2. Day Environmental, Inc. – Declined to Quote
3. CORE Environmental – Declined to Quote

As this was an unbudgeted item, staff is requesting approval for this expenditure. This will be covered with Operating funds and paid back with future land sales.

This is recommended by the Committee.

M. Gray made a motion to approve an expenditure of not to exceed \$1,500 to Ravi Engineering & Land Surveying, Inc. to complete a Phase I ESA of the LeRoy Food & Tech Park; the motion was seconded by T. Bender. Roll call resulted as follows:

P. Battaglia -	Yes (Video Conference)	C. Yunker -	Absent
T. Bender -	Yes	P. Zelif -	Yes
A. Young -	Yes	M. Gray -	Yes
A. Vanderhoof -	Yes		

The item was approved as presented.

5.0 Governance & Nominating Committee – C. Yunker

5.1 Authority Self-Evaluation of Prior Year Performance - M. Masse shared that Public Authorities are required to perform a self-evaluation of prior year's goals/measurements annually. This report will be submitted to the ABO. In previous years the Committee/Board has reviewed the Agency's results separately. To streamline the process, the Agency's results are presented using this form.

The Agency had 16 project wins in 2018, with a total pledged capital investment of almost \$34 million and 99 pledged jobs. These projects resulted in a combined \$61 million economic impact.

This is recommended by the Committee.

P. Zelif made a motion to approve the Authority Self-Evaluation of Prior Year Performance as presented; the motion was seconded by A. Vanderhoof. Roll call resulted as follows:

P. Battaglia -	Yes (Video Conference)	C. Yunker -	Absent
T. Bender -	Yes	P. Zelif -	Yes
A. Young -	Yes	M. Gray -	Yes
A. Vanderhoof -	Yes		

The item was approved as presented.

5.2 Mission Statement & Measurement Report – M. Masse shared that the Authority's Board must annually review the authority's mission statement and performance goals to ensure that its mission has not changed and that the authority's performance goals continue to support its mission. This report will be submitted to the ABO.

M. Masse added that the capital investment and job creation goals are based on an average of the last four years of actual pledged capital investment and job creation. Mega projects and one-time larger projects were removed from this average as shown in a spreadsheet provided to the Committee. The other suggested goals are somewhat over-arching goals that the entire staff can work towards achieving.

This is recommended by the Committee.

P. Zelif made a motion to approve the Mission Statement & Measurement Report as presented; the motion was seconded by M. Gray. Roll call resulted as follows:

P. Battaglia -	Yes (Video Conference)	C. Yunker -	Absent
T. Bender -	Yes	P. Zelif -	Yes
A. Young -	Yes	M. Gray -	Yes
A. Vanderhoof -	Yes		

The item was approved as presented.

5.3 Appointment of GGLDC Board Member – L. Farrell shared that the Committee recommends appointing P. Zelif to the GGLDC Board effective immediately to be coterminous with his GCEDC Board appointment.

This is recommended by the Committee.

P. Battaglia made a motion to approve appointing P. Zelif to the GGLDC Board; the motion was seconded by A. Young. Roll call resulted as follows:

P. Battaglia -	Yes (Video Conference)	C. Yunker -	Absent
T. Bender -	Yes	P. Zelif -	Yes
A. Young -	Yes	M. Gray -	Yes
A. Vanderhoof -	Yes		

The item was approved as presented.

6.0 STAMP Committee – P. Zelif

6.1 Phase II Water Easement Filing Fees – As part of the cost of construction of the Phase II water project, the GCEDC is responsible to reimburse the Town of Alabama for the costs related to the Genesee County Clerk’s fees for filing the easements in the amount of \$1,782. This is the final costs related to the Phase II water easement filings.

This is recommended by the Committee.

P. Zelif made a motion to approve reimbursing the Town of Alabama \$1,782 for Phase II Water easement filing fees; the motion was seconded by M. Gray. Roll call resulted as follows:

P. Battaglia -	Yes (Video Conference)	C. Yunker -	Absent
T. Bender -	Yes	P. Zelif -	Yes
A. Young -	Yes	M. Gray -	Yes
A. Vanderhoof -	Yes		

The item was approved as presented.

7.0 Employment & Compensation Committee – T. Bender

7.1 Nothing at this time.

8.0 Other Business

8.1 Nothing at this time.

9.0 Adjournment

As there was no further business, T. Bender made a motion to adjourn at 4:38 p.m., which was seconded by A. Young and passed unanimously.