



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

GCEDC MINUTES

Attendance

Board Members: P. Zelif, A. Young, A. Vanderhoof, P. Battaglia (Video Conference)

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

Guests: R. Tabelski (BDC), P. Tenney (Tenney Coin Laundry), F. Hiffa (Park Strategies), Megan Osika (Park Strategies)

Absent: C. Yunker, T. Bender, M. Gray

1.0 Call to Order

P. Zelif called the meeting to order at 4:00 p.m. in the Upstate MedTech Centre Innovation Zone conference room.

Presentation: Tenney Coin Laundry – P. Tenney has owned and operated Tenney Coin Laundry for 24 years. As part of this project, Tenney Coin Laundry plans to purchase \$197,896 of new equipment to service the company’s direct consumer and business-to-business laundry services. The company would be incurring sales tax of approx. \$15,832. In addition to the equipment purchases Tenney Coin Laundry intends to make repairs to the facility’s façade and structure through a funding allocation with the Downtown Revitalization Initiative’s building improvement fund.

P. Tenney left the meeting at 4:06 p.m.

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 4:06 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. The proposed acquisition, sale or lease of real property or the proposed acquisition of securities, or sale or exchange of securities held by such public body, but only when publicity would substantially affect the value thereof.

The motion was seconded by A. Young and approved by all members present.

1.2 Enter Public Session –

A. Young made a motion to enter back into public session at 4:44 p.m., seconded by A. Vanderhoof and approved by all members present.

F. Hiffa and M. Osika joined the meeting at 4:44 p.m.

Presentation: Park Strategies - Fred Hiffa and Megan Osika gave an overview of their work with the GCEDC over the last year. Park Strategies has helped the GCEDC to advance the mission of the WNY STAMP site, they monitor legislation that might affect IDAs and the New York State budget bills, research and report on bill status and activity and have weekly update calls with the GCEDC. They look forward to working with the GCEDC in the future.

F. Hiffa and M. Osika left the meeting at 5:08 p.m.

2.0 Chairman's Report & Activities

2.1 Upcoming Meetings:

Next Scheduled Board Meeting: Thursday, March 28th at 4:00pm

Audit & Finance Committee Meeting: Thursday, March 28th at 3:00 p.m.

STAMP Committee Meeting: Tuesday, March 26th at 10:30 a.m.

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

2.2 Agenda Additions / Deletions / Other Business –

A. Young made a motion to table item 6.2 Niagara County Intermunicipal Agreement; the motion was seconded by A. Vanderhoof. Roll call resulted as follows:

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

The item was approved as presented.

2.3 Minutes: February 7, 2019

A. Young made a motion to approve the February 7, 2019 minutes as presented; the motion was seconded by P. Battaglia. Roll call resulted as follows:

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

The item was approved as presented.

3.0 Report of Management

3.1 Gateway GS – Final 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 Furniture). 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 on 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 was required to be held. A public hearing was held on March 5, 2019 and no public comments were made.

The Board reviewed the Statement of Compliance of Project Criteria. See 'Attachment A'.

C. Suozzi asked the Board to approve resolution no. 03/2019-01, authorizing incentives for the project.

Resolution No. 03/2019-01

RESOLUTION OF THE GENESEE COUNTY INDUSTRIAL DEVELOPMENT AGENCY D/B/A GENESEE COUNTY ECONOMIC DEVELOPMENT CENTER (THE "AGENCY") (i) ACKNOWLEDGING THE PUBLIC HEARING HELD BY THE AGENCY ON MARCH 5, 2019, WITH RESPECT TO GATEWAY GS, LLC (THE "COMPANY") PROJECT (THE "PROJECT"); (ii) MAKING A DETERMINATION WITH RESPECT TO THE PROJECT PURSUANT TO SEQRA; (iii) APPOINTING THE COMPANY AS AGENT OF THE AGENCY; (iv) AUTHORIZING FINANCIAL ASSISTANCE TO THE COMPANY IN THE FORM OF (A) A SALES AND USE TAX EXEMPTION FOR PURCHASES AND RENTALS RELATED TO THE ACQUISITION, CONSTRUCTION, RECONSTRUCTION, RENOVATION AND EQUIPPING OF THE PROJECT, (B) A REAL PROPERTY TAX ABATEMENT STRUCTURED THROUGH A TAX AGREEMENT, AND (C) A MORTGAGE RECORDING TAX EXEMPTION AS PERMITTED BY LAW; AND (v) AUTHORIZING THE NEGOTIATION, EXECUTION AND DELIVERY OF AN AGENT, FINANCIAL ASSISTANCE AND PROJECT AGREEMENT, LEASE AGREEMENT, LEASEBACK AGREEMENT, TAX AGREEMENT AND RELATED DOCUMENTS WITH RESPECT TO THE PROJECT.

A. Vanderhoof made a motion to approve Resolution No. 03/2019-01; the motion was seconded by A. Young. Roll call resulted as follows:

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

The item was approved as presented.

3.2 Tenney Coin Laundry – Final Resolution – Tenney Coin Laundry is a 24-year-old company in the City of Batavia that plans to improve its facility at 198 Ellicott Street. As part of this project, Tenney Coin Laundry intends to purchase \$197,896 of new equipment to service the company's direct consumer and business-to-business laundry services. Under the proposal, Tenney Coin laundry would be incurring a sales tax exemption of \$15,832.

The proposed sales tax abatement enables a project to retain a business, two full-time jobs, and services that are otherwise unavailable in the Batavia Opportunity Area, Batavia's Downtown Revitalization Initiative target area, Batavia Pathway to prosperity target area and a highly Distressed Census Tract.

In addition to the equipment purchases considered in this application, Tenney Coin Laundry intends to make repairs to the facility's façade and structure through a funding allocation with the Downtown Revitalization Initiative's building improvement fund.

A public hearing is not required to be held as benefits do not exceed \$100,000.

The Board reviewed the Statement of Compliance of Project Criteria. See 'Attachment B'.

C. Suozzi asked the Board to approve resolution no. 03/2019-02, authorizing incentives for the project.

Resolution No. 03/2019-02

RESOLUTION OF THE GENESEE COUNTY INDUSTRIAL DEVELOPMENT AGENCY D/B/A GENESEE COUNTY ECONOMIC DEVELOPMENT CENTER (THE "AGENCY") (i) ACCEPTING AN APPLICATION WITH RESPECT TO A CERTAIN PROJECT, (ii) APPOINTING TENNEY COIN LAUNDRY, LLC (THE "COMPANY") AS AGENT OF THE AGENCY TO UNDERTAKE THE PROJECT, (iii) MAKING A DETERMINATION UNDER ARTICLE 8 OF THE NEW YORK STATE ENVIRONMENTAL CONSERVATION LAW IN CONNECTION WITH THE PROJECT, (iv) AUTHORIZING FINANCIAL ASSISTANCE FOR THE BENEFIT OF THE COMPANY IN THE FORM OF A SALES AND USE TAX EXEMPTION FOR PURCHASES AND RENTALS RELATED TO THE PROJECT, (v) AUTHORIZING THE EXECUTION AND DELIVERY BY THE AGENCY OF AN AGENT, FINANCIAL ASSISTANCE AND PROJECT AGREEMENT, NYS FORM ST-60, BILL OF SALE AND RELATED DOCUMENTS WITH RESPECT TO THE PROJECT

A. Vanderhoof made a motion to approve Resolution No. 03/2019-02; the motion was seconded by A. Young. Roll call resulted as follows:

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

The item was approved as presented.

3.3. Tenney Coin Laundry – Partner Fee – C. Suozzi shared that per the GCEDC's Economic Development Partner Fee Program, when working with a not for profit economic development organization they are eligible for a referral commission of 20% capped at \$25,000.

C. Suozzi asked the Board to approve an Economic Development Partner Fee per the Referral Program Policy (approx. \$495) to the Batavia Development Corp. related to the Tenney Coin Laundry project. This fee will be paid once the GCEDC receives its project origination fee from the company.

A. Young made a motion to approve the partner fee of \$495 to the Batavia Development Corp. related to the Tenney Coin Laundry project; the motion was seconded by A. Vanderhoof. Roll call resulted as follows:

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

The item was approved as presented.

4.0 Audit & Finance Committee – M. Gray

4.1 Investment Report - The Investment Report summarizes the GCEDC's bank balances and interest income at 12/31/18. The report will be submitted into PARIS and posted on the GCEDC's website.

This is recommended for approval by the Committee.

A. Young made a motion to approve the Investment Report as presented; the motion was seconded by P. Battaglia. Roll call resulted as follows:

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

The item was approved as presented.

4.2 Procurement Report – Public authorities are required to report all procurement transactions active during the reporting period that have an actual or estimated value of \$5,000 or more. This report will be submitted into the PARIS system and posted on the GCEDC's website.

This is recommended for approval by the Committee.

A. Young made a motion to approve the Procurement Report as presented; the motion was seconded by P. Battaglia. Roll call resulted as follows:

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

The item was approved as presented.

4.3 Park Strategies Contract – Lobbying Services - The GCEDC government relations contract with Park Strategies provides the GCEDC with lobbying services on a variety of issues critical to growing economic development in Genesee County. Park Strategies has been effective in helping to advance the mission of the WNY STAMP site, as well as assisting the agency access funding opportunities for site infrastructure. Park Strategies works directly with the GCEDC to formulate strategies that maximize our efforts to build-out WNY STAMP, and to attract major investment to the site. Park Strategies also ensures that the WNY STAMP project remains at the top of mind with New York State Legislators, as well as with our Federal Representatives in the US Congress and the US Senate. Other services provided by Park Strategies include monitoring of legislation and the New York State budgets bills, research and reporting on bill status and activity, advocacy and weekly update calls with the GCEDC.

The Committee recommends approval of a renewal of services for the April 1, 2019 – March 31, 2020 period at \$1,500 per month (\$18,000 annually). The contract's cost was anticipated and contained in the 2019 budget.

A. Young made a motion to approve the contract with Park Strategies for Lobbying Services not to exceed \$18,000 as presented; the motion was seconded by A. Vanderhoof. Roll call resulted as follows:

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

The 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 \$8M Incentive Proposal – The GCEDC received the Incentive Proposal that lists out the terms and conditions of the \$8 million recently awarded for Track II infrastructure design and engineering (water, sewer, and electric). Highlights of the IP are as follows:

1. This will be set up as an imprest account, or an extension of the current account.
2. Must follow all of the same procedures and protocols that we have with Z337.
3. There is no set percentage of MWBE goals, just maximum feasible participation.
4. There is a “Good faith efforts” for a new 6% goal to use NYS Certified Service-Disabled Veteran owned Business Enterprises (SDVOB).
5. There is a 1% commitment fee (ESD is looking into waiving this fee).
6. Can incur expenses once IP is signed.

This is recommended for approval by the Committee.

P. Zelif made a motion to approve the \$8M Incentive Proposal as presented; the motion was seconded by A. Young. Roll call resulted as follows:

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

The item was approved as presented.

6.2 Niagara County Intermunicipal Agreement – TABLED

6.3 Clark Patterson Lee Contract - \$8M Funding - The GCEDC is currently close to getting the Manufacturing Annex Campus at the STAMP site to a shovel ready status based on the definitions reviewed previously with the Committee. This proposal is crucial to being able to have a sewer solution ready to go to construction that can be built within 12 months to meet a company’s facility construction time line.

The Committee recommends approval of the contract with Clark Patterson Lee for \$1.35M for design and engineering of a 1MGD sanitary sewer treatment plant. This expense is to be covered under the new \$8M ESD grant.

P. Zelif made a motion to approve the contract with Clark Patterson Lee for \$1.35M for Design and Engineering of a 1MGP Sanitary Sewer Treatment Plant; the motion was seconded by A.

Vanderhoof. Roll call resulted as follows:

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

The item was approved as presented.

6.4 CC Environment & Planning Contract - \$33M Funding – In connection with ongoing work at STAMP, CC Environment and Planning has submitted a contract for 2019 work to cover the following:

1. Onsite regulatory, industry permitting and land management support.
2. Offsite regulatory, industry permitting support.

The Committee recommends approval of the contract with CC Environment & Planning for \$35,457 for Site Development Environmental Services & Support. This expense is to be covered under the \$33M ESD grant.

P. Zelif made a motion to approve a contract with CC Environment & Planning for \$35,457 for STAMP Site Development Environmental Services & Support; the motion was seconded by A.

Vanderhoof. Roll call resulted as follows:

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

The item was approved as presented.

6.5 Phillips Lytle Contract - \$33M Funding - Phillips Lytle has prepared a proposal to cover the scope of work for 2019 as it relates to the TCP study as well as off-site sewer permitting and wetland permitting. M. Masse provided a copy of a rate sheet per the request of the Committee.

The Committee recommends approval of the proposal with Phillips Lytle for \$100,000 for Additional 2019 Project Support. This expense is to be covered under the \$33M ESD grant.

P. Zelif made a motion to approve a \$100,000 proposal with Phillips Lytle for Additional 2019 Project Support; the motion was seconded by A. Vanderhoof. Roll call resulted as follows:

P. Battaglia -	Yes (Video Conference)	C. Yunker -	Absent
T. Bender -	Absent	P. Zelif -	Yes
A. Young -	Yes	M. Gray -	Absent
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, P. Zelif made a motion to adjourn at 5:28 p.m., which was seconded by P. Battaglia and passed unanimously.



Project Name: Gallina GS, LLC

Board Meeting Date: March 7, 2019

STATEMENT OF COMPLIANCE OF PROJECT CRITERIA LISTED IN UNIFORM TAX EXEMPTION POLICY (UTEP)

PROJECT DESCRIPTION:

The newly formed company has built the “shell” of a 27k sq. ft. or speculative “spec” building at Gateway II (to the south of Ashley). This will be Phase 1 of 5. The building has been engineered to be flexible for 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 approved application #1 for the shell of the building.

This next approval will be based on the interior buildout (Building #1 application #2).

Criteria #1 – The Project pledges to create and/or retain quality, good paying jobs in Genesee County.

Project details: The project plans on creating at least 5 FTE’s with average salary of \$30,000+.

Board Discussion: None.

A. Vanderhoof made a motion to concur with Criteria #1; the motion was seconded by A. Young.

Roll call resulted as follows:

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

The item was approved as presented.

Board Concurrence: YES NO If no, state justification:

Criteria #2- Completion of the Project will enhance the long -term tax base and/or make a significant capital investment.

Project details: The project will enhance long term tax base and make a total investment of \$450,000 for this phase (total capital investment is approximately \$3 million).

Attachment A

Board Discussion: None.

A. Vanderhoof made a motion to concur with Criteria #2; the motion was seconded by A. Young. Roll call resulted as follows:

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

The item was approved as presented.

Board Concurrence: YES NO **If no, state justification:**

Criteria #3- The Project will contribute towards creating a “livable community” by providing a valuable product or service that is underserved in Genesee County.

Project details: N/A

Board Discussion: None.

Board Concurrence: YES NO **If no, state justification:**

Criteria #4: The Board will review the Agency’s Fiscal and Economic Impact analysis of the Project to determine if the Project will have a meaningful and positive impact on Genesee County. This calculation will include the estimated value of any tax exemptions to be provided along with the estimated additional sources of revenue for municipalities and school districts that the proposed project may provide.

Project details: For every \$1 of public benefit offered, the company is investing and helping generate an economic contribution/economic impact of \$12.6 into the local/regional/state economy. See economic impact report for further details on both applications.

Board Discussion: None.

A. Vanderhoof made a motion to concur with Criteria #4; the motion was seconded by A. Young. Roll call resulted as follows:

P. Battaglia -	Yes (Video Conference)	C. Yunker -	Absent
T. Bender -	Absent	P. Zelif -	Yes

A. Young - Yes

M. Gray - Absent

A. Vanderhoof - Yes

The item was approved as presented.

Board Concurrence: YES NO **If no, state justification:**

Attachment A

Criteria #5: The Project is included in one of the Agency's strategic industries: Agri-Business and Food Processing, Manufacturing, Advanced Manufacturing and Nano-Enabled Manufacturing, Life Sciences and Medical Device.

Project details: N/A

Board Discussion: None.

Board Concurrence: YES NO **If no, state justification:**

Criteria #6: The Project will give a reasonable estimated timeline for the completion of the proposed project.

Project details: The project is planning to move quickly and be in operation by end of summer 2019.

Board Discussion: None.

A. Vanderhoof made a motion to concur with Criteria #6; the motion was seconded by A. Young. Roll call resulted as follows:

P. Battaglia - Yes (Video Conference)

C. Yunker - Absent

T. Bender - Absent

P. Zelif - Yes

A. Young - Yes

M. Gray - Absent

A. Vanderhoof - Yes

The item was approved as presented.

Board Concurrence: YES NO **If no, state justification:**



Project Name: Tenney Coin Laundry, LLC

Board Meeting Date: March 7, 2019

STATEMENT OF COMPLIANCE OF PROJECT CRITERIA LISTED IN UNIFORM TAX EXEMPTION POLICY (UTEP)

PROJECT DESCRIPTION:

Tenney Coin Laundry is 24-year-old company in the City of Batavia that plans to improve its facility at 198 Ellicott Street. As part of this project, Tenney Coin Laundry intends to purchase \$197,896 of new equipment to service the company's direct consumer and business-to-business laundry services. Under the proposal, Tenney Coin Laundry would be incurring a sales tax exemption of \$15,832.

The proposed sales tax abatement enables a project to retain a business, two full-time jobs, and services that are otherwise unavailable in the Batavia Opportunity Area, Batavia's Downtown Revitalization Initiative target area, Batavia Pathway to Prosperity target area and a Highly Distressed Census Tract.

In addition to the equipment purchases considered in this application, Tenney Coin Laundry intends to make repairs to the facility's facade and structure through a funding allocation within the Downtown Revitalization Initiative's building improvement fund.

Criteria #1 – The Project pledges to create and/or retain quality, good paying jobs in Genesee County.

Project details: The company is retaining 2 FTE's with an average salary of \$24,000.

Board Discussion: None.

**A. Vanderhoof made a motion to concur with Criteria #1; the motion was seconded by A. Young.
Roll call resulted as follows:**

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

A. Vanderhoof - Yes

The item was approved as presented.

Board Concurrence: **YES** NO If no, state justification:

Attachment B

Criteria #2- Completion of the Project will enhance the long -term tax base and/or make a significant capital investment.

Project details: The project will make a total investment of \$197,896.

Board Discussion: None.

A. Vanderhoof made a motion to concur with Criteria #2; the motion was seconded by A. Young. Roll call resulted as follows:

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

The item was approved as presented.

Board Concurrence: **YES** NO If no, state justification:

Criteria #3- The Project will contribute towards creating a “livable community” by providing a valuable product or service that is underserved in Genesee County.

Project details: Supports the walkability to downtown residents

Board Discussion: None.

A. Vanderhoof made a motion to concur with Criteria #3; the motion was seconded by A. Young. Roll call resulted as follows:

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

The item was approved as presented.

Board Concurrence: **YES** NO If no, state justification:

Criteria #4: The Board will review the Agency’s Fiscal and Economic Impact analysis of the Project to determine if the Project will have a meaningful and positive impact on Genesee County. This calculation

will include the estimated value of any tax exemptions to be provided along with the estimated additional sources of revenue for municipalities and school districts that the proposed project may provide.

Project details: For every \$1 of public benefit offered, the company is investing and helping generate an economic contribution/economic impact of \$56.7 into the local/regional/state economy. See economic impact report for further details.

Attachment B

Board Discussion: None.

A. Vanderhoof made a motion to concur with Criteria #4; the motion was seconded by A. Young. Roll call resulted as follows:

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

The item was approved as presented.

Board Concurrence: **YES** **NO** **If no, state justification:**

Criteria #5: The Project is included in one of the Agency's strategic industries: Agri-Business and Food Processing, Manufacturing, Advanced Manufacturing and Nano-Enabled Manufacturing, Life Sciences and Medical Device.

Project details: N/A

Board Discussion: None.

Board Concurrence: **YES** **NO** **If no, state justification:**

Criteria #6: The Project will give a reasonable estimated timeline for the completion of the proposed project.

Project details: The project is planning on closing April 1st and be operational shortly thereafter.

Board Discussion: None.

A. Vanderhoof made a motion to concur with Criteria #6; the motion was seconded by A. Young. Roll call resulted as follows:

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

The item was approved as presented.

Board Concurrence: YES NO If no, state justification: