



Meeting Agenda – Audit and Finance Committee
 Genesee County Economic Development Center
 Tuesday, April 29th, 2025 – 8:30 a.m.
 Location: 99 MedTech Drive, Innovation Zone

Page #	Topic	Discussion Leader	Desired Outcome
	1. Call To Order – Enter Public Session	K. Manne	
	1a. Enter Public Session	K. Manne	
2-4	2. Chairman's Report & Activities 2a. Agenda Additions / Other Business 2b. Minutes: March 4, 2025	K. Manne	Vote
5-8	3. Discussions / Official Recommendations to the Board: 3a. 1 st Quarter Financial Statements	L. Farrell	Disc / Vote
9-12	3b. MTC Lease Extension with GGLDC	P. Kennett	Disc / Vote
	4. Adjournment	K. Manne	Vote



GCEDC Audit & Finance Committee Meeting
Thursday, March 27, 2025
Location: 99 MedTech Drive, Innovation Zone
3:00 p.m.

MINUTES

ATTENDANCE

Committee Members: P. Zelif, K. Manne, M. Gray
P. Battaglia (Video Conference. Not officially in attendance.)
Staff: M. Masse, E. Finch, C. Suozzi, J. Krencik, P. Kennett, L. Farrell
Guests: M. Brooks (GGLDC Board Member), J. Tretter (GGLDC Board Member), J. Waite (Mostert, Manzanero & Scott)
Absent:

1. CALL TO ORDER / ENTER PUBLIC SESSION

K. Manne called the meeting to order at 3:01 p.m. in the Innovation Zone.

P. Zelif made a motion to add an Executive Session to the agenda; the motion was seconded by M. Gray. Roll call resulted as follows:

P. Battaglia- N/A (Video Conference. Not officially in attendance.)
M. Gray - Yes
P. Zelif - Yes
K. Manne - Yes

Executive Session was added to the agenda.

1a. Enter Executive Session

P. Zelif made a motion to enter executive session under Public Officers' Law, Article 7, Open Meetings Law Section 105, at 3:02 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.

1b. Enter Public Session

P. Zelif made a motion to enter back into public session at 3:13 p.m., seconded by M. Gray and approved by all members present.

2. Chairman's Report & Activities

2a. Agenda Additions / Other Business – Nothing at this time.

2b. Minutes: March 4, 2025

M. Gray made a motion to approve the March 4, 2025 minutes; the motion was seconded by P. Zelif. Roll call resulted as follows:

P. Battaglia- N/A (Video Conference. Not officially in attendance.)
M. Gray - Yes
P. Zelif - Yes
K. Manne - Yes

The item was approved as presented.

3. DISCUSSIONS / OFFICIAL RECOMMENDATIONS OF THE COMMITTEE:

3a. 12/31/24 Audit – L. Farrell stated that when the December 2024 Unaudited Financial Statements were presented, she noted that there would be some adjustments, which included GASB 68 related to NYS retirement, GASB 87 related to leases, and additional payables.

Jason Waite of Mostert, Manzanero & Scott stated that no material weaknesses in internal controls were identified during the audit. It is their opinion that the audited financial statements present fairly, in all material respects, the financial position of the GCEDC as of December 31, 2024, in accordance with accounting principles generally accepted in the United States of America. J. Waite also noted 1) cash increased due to the FAST NY Grant, 2) accounts receivable is up, 3) there is an overall increase in activity in the EDC, and 4) the pension adjustment was not as large as J. Waite has seen with others.

M. Gray made a motion to recommend to the full Board the approval of the 12/31/24 Audit as presented; the motion was seconded by P. Zelif. Roll call resulted as follows:

P. Battaglia- N/A (Video Conference. Not officially in attendance.)
M. Gray - Yes
P. Zelif - Yes
K. Manne - Yes

The item was approved as presented.

3b. Greater Rochester Enterprise Funding Request - Greater Rochester Enterprise (GRE) is our non-profit regional economic development organization supported by a team of private and public-sector leaders in the Finger Lakes region to grow the economy in Genesee County and our eastern neighbors. This funding request supports GRE staff partnerships with GCEDC's business development, sales and marketing, site development, and talent attraction efforts. GCEDC also receives an active role on Greater Rochester Enterprise's board of directors.

GRE staff directly enhance GCEDC's active sales funnel at STAMP and our shovel-ready sites. Notably, GRE has provided critical regional connections that further project due diligence and project implementation, as with Edwards Genesee. GRE's support also enabled the FAST NY program's legislative approval, STAMP's successful FAST NY application, and the designation of our region as a Federal Tech Hub.

DRAFT

This proposal was presented by GRE President & CEO Matt Hurlbutt at the October 31, 2024 GCEDC Board Meeting.

Board Request: An investment renewal of \$55,000 to Greater Rochester Enterprise for the 2025 calendar year. This expenditure is a \$3,000 increase from 2024. The requested funding was anticipated in the 2025 GCEDC dues and subscriptions budget.

M. Gray made a motion to recommend to the full Board the approval of the Greater Rochester Enterprise Funding Request not to exceed \$55,000; the motion was seconded by P. Zeliff. Roll call resulted as follows:

P. Battaglia- N/A (Video Conference. Not officially in attendance.)

M. Gray - Yes

P. Zeliff - Yes

K. Manne - Yes

The item was approved as presented.

4. ADJOURNMENT

As there was no further business, M. Gray made a motion to adjourn at 3:20 p.m., seconded by P. Zeliff and passed unanimously.

Genesee County Economic Development Center
Dashboard For the Three Month Period Ended 3/31/25
Balance Sheet - Accrual Basis

	Three Month Period Ended <u>3/31/25</u>	[Per Audit] <u>12/31/24</u>
ASSETS:		
Cash - Unrestricted	\$ 11,832,498	\$ 11,476,689
Cash - Restricted (A) (1)	41,527,670	44,694,211
Cash - Reserved (B) (2)	<u>5,102,000</u>	<u>5,317,168</u>
Cash - Subtotal	58,462,168	61,488,068
Grants Receivable (3)	53,176	169,266
Accounts Receivable - Current (4)	379,395	387,753
Interest Receivable	62,827	70,521
Deposits (5)	98,692	218,152
Prepaid Expense(s) (6)	83,487	38,286
Loans Receivable - Current	<u>62,458</u>	<u>62,739</u>
Total Current Assets	<u>59,202,203</u>	<u>62,434,785</u>
Land Held for Dev. & Resale (7)	28,844,487	28,685,435
Furniture, Fixtures & Equipment	<u>71,257</u>	<u>71,257</u>
Total Property, Plant & Equip.	28,915,744	28,756,692
Less Accumulated Depreciation	<u>(70,657)</u>	<u>(70,493)</u>
Net Property, Plant & Equip.	<u>28,845,087</u>	<u>28,686,199</u>
Accounts Receivable- Noncurrent (8)	4,150,000	4,150,000
Loans Receivable- Noncurrent (Net of \$47,429 Allow. for Bad Debt)	97,773	113,896
Right to Use Assets, Net of Accumulated Amortization	<u>5,605</u>	<u>5,605</u>
Other Assets	<u>4,253,378</u>	<u>4,269,501</u>
TOTAL ASSETS	<u>92,300,668</u>	<u>95,390,485</u>
DEFERRED OUTFLOWS OF RESOURCES		
Deferred Pension Outflows (14)	<u>374,100</u>	<u>374,100</u>
Deferred Outflows of Resources	<u>374,100</u>	<u>374,100</u>
LIABILITIES:		
Accounts Payable (9)	223,692	3,710,216
Loan Payable - Genesee County - Current (10)	335,000	325,000
Accrued Expenses	135	32,116
Lease Payable - Current	5,604	5,604
Customer Deposits (11)	113,081	68,387
Unearned Revenue (12)	<u>40,148,524</u>	<u>40,179,526</u>
Total Current Liabilities	<u>40,826,036</u>	<u>44,320,849</u>
Loans Payable - ESD (13)	5,196,487	5,196,487
Loan Payable - Genesee County - Noncurrent (10)	1,850,000	2,185,000
Net Pension Liability (14)	<u>356,081</u>	<u>356,081</u>
Total Noncurrent Liabilities	<u>7,402,568</u>	<u>7,737,568</u>
TOTAL LIABILITIES	<u>48,228,604</u>	<u>52,058,417</u>
DEFERRED INFLOWS OF RESOURCES		
Deferred Pension Inflows (14)	<u>194,200</u>	<u>194,200</u>
Deferred Inflows of Resources	<u>194,200</u>	<u>194,200</u>
NET ASSETS	<u><u>\$ 44,251,964</u></u>	<u><u>\$ 43,511,968</u></u>

Significant Events:

1. Restricted Cash - Includes cash deposited by ESD into imprest accounts related to the \$8M, \$33M and \$56M STAMP grants. Expenditures out of these accounts are pre-authorized by ESD.
2. Reserved Cash YTD - Funds have been internally reserved as matching funds related to the FAST NY grant supporting STAMP development (\$5.1M).
3. Grants Receivable - National Grid grants support marketing and development activities for STAMP and the LeRoy Food & Tech Park; In 2024 EDC funds were used to remit timely payments for STAMP related expenses and were reimbursed by ESD \$8M and the ESD \$33M grant funds in 2025.
4. Accounts Receivable - Current - Includes current portion of the termed out project origination fees from GE Bergen (\$100K) and Hecate Solar (\$275K) that will be collected within the next 12 months, misc.
5. Deposits - Includes deposit paid to NY Power Authority, which will be reduced as expenses are recognized.
6. Prepaid Expense(s) - Workers compensation, cyber, D&O, life, umbrella, NYS disability, general liability insurance, misc.
7. Land Held for Dev. & Resale - Additions are related to STAMP development costs.
8. Accounts Receivable - Noncurrent - Termed out project origination fees from GE Bergen and Hecate Solar that will not be collected within 12 months from the Balance Sheet date.
9. Accounts Payable - Interest earned on grant funds that will be remitted to ESD, e3communications etc.
10. Loan Payable - Genesee County (Current & Noncurrent) - Per a Water Supply Agreement with Genesee County, the County remitted \$4M to the GCEDC to put towards water improvements located in the Town of Alabama and the Town of Pembroke and other Phase II improvements as identified by the County. GCEDC started making annual payments to the County of \$448,500 beginning in January 2020.
11. Customer Deposits - Funds received from projects that are subject to the Local Labor Policy and responsible for covering expenses related to the required reporting; Funds received from data center projects to cover expenses related to review if their applications.
12. Unearned Revenue - Genesee County contributions and interest received in advance; Funds received from municipalities to support park development; Funds received to support workforce development; ESD Grant funds to support STAMP development, not actually earned until eligible expenditures are incurred.
13. Loans Payable - ESD - Loans from ESD to support STAMP land acquisition and related soft costs.
14. Deferred Pension Outflows / Deferred Pension Inflows / Net Pension Liability - Accounts related to implementation of GASB 68.

(A) Restricted Cash = Customer Deposits, BP2 Funds, GAIN! Loan Funds, Municipal Funds, Grant Funds Received in Advance, Batavia Home Funds.

(B) Reserved Cash = FAST NY Grant Matching Funds, Workforce Dev Funds, CBA Funds.

Genesee County Economic Development Center
Dashboard For the Three Month Period Ended 3/31/25
Profit & Loss - Accrual Basis

	Three Month Period Ended		YTD		2025	2025
	3/31/25	3/31/24	2025	2024	Board Appr.	YTD %
					Budget	of Budget
Operating Revenues:						
Genesee County	\$ 58,378	\$ 58,378	\$ 58,378	\$ 58,378	\$ 233,513	25%
Genesee County - WFD	6,250	6,250	6,250	6,250	25,000	25%
Fees - Projects (1)	329,106	146,477	329,106	146,477	493,000	67%
Fees - Services	21,928	21,786	21,928	21,786	87,713	25%
Interest Income on Loans	550	452	550	452	1,036	53%
Rent	4,500	-	4,500	-	22,123	20%
Common Area Fees - Parks	814	403	814	403	824	99%
Grants (2)	558,707	517,737	558,707	517,737	51,578,018	1%
GGLDC Grant - Econ. Dev. Program Support	75,000	75,000	75,000	75,000	300,000	25%
BP ² Revenue	7,374	5,632	7,374	5,632	31,177	24%
Other Revenue (3)	125,918	3,323	125,918	3,323	62,662	201%
Total Operating Revenues	1,188,525	835,438	1,188,525	835,438	52,835,066	2%
Operating Expenses						
General & Admin	350,184	379,265	350,184	379,265	1,681,035	21%
Professional Services	63,922	21,250	63,922	21,250	219,362	29%
Site Maintenance/Repairs	3,117	9,106	3,117	9,106	45,500	7%
Property Taxes/Special District Fees	3,873	4,186	3,873	4,186	4,470	87%
PIF Expense	71,284	60,577	71,284	60,577	199,465	36%
Site Development Expense (4)	123,900	134,500	123,900	134,500	51,048,604	0.2%
Real Estate Development (5)	159,051	9,822	159,051	9,822	4,851,896	3%
Balance Sheet Absorption	(159,051)	(9,822)	(159,051)	(9,822)	-	N/A
Total Operating Expenses	616,280	608,884	616,280	608,884	58,050,332	1%
Operating Revenue (Expense)	572,245	226,554	572,245	226,554	(5,215,266)	
Non-Operating Revenue						
Other Interest Income	167,751	148,076	167,751	148,076	173,000	97%
Total Non-Operating Revenue	167,751	148,076	167,751	148,076	173,000	97%
Change in Net Assets	739,996	374,630	739,996	374,630	\$ (5,042,266)	
Net Assets - Beginning	43,511,968	28,107,437	43,511,968	28,107,437		
Net Assets - Ending	\$ 44,251,964	\$ 28,482,067	\$ 44,251,964	\$ 28,482,067		

Significant Events:

1. Fees Projects - Rochester Davis-Fetch, 202 Oak Street, FFP NY LeRoy Project 1 & 2.
2. Grants - PIF from RJ Properties (Liberty Pumps) supports Apple Tree Acres Infrastructure improvements; PIF from Yancey's Fancy supports Infrastructure Fund Agreement with the Town of Pembroke; \$448K Community Benefit Agreement payment dedicated to STAMP by sourcing debt service payments to the County; National Grid grant supports marketing and development activities for STAMP; ESD \$33M, \$8M and FAST NY Grants support STAMP engineering, environmental, legal, infrastructure, etc.
3. Other Revenue - Local labor reporting and data center review deposits covered by participating projects, misc.
4. Site Development Expense - Installation of, or improvements to, infrastructure that is not owned by the GCEDC, or will be dedicated to a municipality in the foreseeable future, is recorded as site development expense when costs are incurred.
5. Real Estate Development Costs YTD - STAMP development costs.

Genesee County Economic Development Center
Dashboard - For the Three Month Period Ended 3/31/25
Statement of Cash Flows

	Three Month Period Ended 3/31/25	YTD
CASH FLOWS USED BY OPERATING ACTIVITIES:		
Genesee County	\$ 86,170	\$ 86,170
Fees - Projects	313,106	313,106
Fees - Services	21,928	21,928
Interest Income on Loans	550	550
Rent	16,434	16,434
Common Area Fees - Parks	814	814
Grants	544,240	544,240
BP ² Revenue	7,374	7,374
GGLDC Grant - Economic Development Program Support	75,000	75,000
Other Revenue	125,918	125,918
Repayment of Loans	16,404	16,404
Customer Deposit	44,694	44,694
General & Admin Expense	(434,405)	(434,405)
Professional Services	(140,620)	(140,620)
Site Maintenance/Repairs	(13,538)	(13,538)
Site Development	(292,243)	(292,243)
Property Taxes/Special District Fees	(3,873)	(3,873)
PIF Expense	(71,284)	(71,284)
Improv/Additions/Adj to Land Held for Development & Resale	(3,232,553)	(3,232,553)
Net Cash Used By Operating Activities	<u>(2,935,884)</u>	<u>(2,935,884)</u>
CASH FLOWS USED BY NONCAPITAL FINANCING ACTIVITIES:		
Principal Payments on Loan	(325,000)	(325,000)
Net Cash Used By Noncapital Financing Activities	<u>(325,000)</u>	<u>(325,000)</u>
CASH FLOWS PROVIDED BY INVESTING ACTIVITIES:		
Interest Income (Net of Remittance to ESD)	234,984	234,984
Net Change in Cash	(3,025,900)	(3,025,900)
Cash - Beginning of Period	61,488,068	61,488,068
Cash - End of Period	<u>\$ 58,462,168</u>	<u>\$ 58,462,168</u>
RECONCILIATION OF NET OPERATING REVENUE TO NET CASH USED BY OPERATING ACTIVITIES:		
Operating Revenue	\$ 572,245	\$ 572,245
Depreciation Expense	164	164
Decrease in Operating Accounts/Grants Receivable	124,448	124,448
Decrease in Deposits	119,460	119,460
Increase in Prepaid Expenses	(45,201)	(45,201)
Decrease in Loans Receivable	16,404	16,404
Increase in Land Held for Development & Resale	(159,052)	(159,052)
Decrease in Operating Accounts Payable	(3,546,063)	(3,546,063)
Decrease in Accrued Expenses	(31,981)	(31,981)
Decrease in Unearned Revenue	(31,002)	(31,002)
Increase in Customer Deposits	44,694	44,694
Total Adjustments	<u>(3,508,129)</u>	<u>(3,508,129)</u>
Net Cash Used By Operating Activities	<u>\$ (2,935,884)</u>	<u>\$ (2,935,884)</u>

GGLDC / GCEDC Summary Report

Penny Kennett

Audit & Finance Committee Meeting – April 29, 2025

Board Meeting – May 1, 2025

MedTech Centre Lease Agreement between the GCEDC & the GGLDC

Discussion:

The GGLDC holds a lease with the GCEDC for office space located in Suite 106 and the Innovation Zone located in Suite 107. The lease is set to expire on June 1, 2025.

The GGLDC and GCEDC wish to enter into an amendment to extend the lease another ten years. The proposed amendment maintains the existing lease rate, with annual increases to Common Area Maintenance (CAM) charges.

Currently, the GCEDC pays \$1,680 per month for the office space (suite 106) and \$1 per year for the Innovation Zone space (suite 107). This includes both base rent and CAM charges.

The Innovation Zone was established to provide affordable, flexible innovation space (including office space, conference rooms, video conferencing, and a lounge) for high-tech entrepreneurs. It is primarily utilized for meetings and training sessions by GCEDC, GGLDC, MedTech Center tenants, the Chamber, Leadership Genesee, and Kinetix. Although the space is available for rent to outside agencies, it has not yet generated significant income.

Board Action Request: Approval is requested to Amend the Lease Agreement between the GCEDC & GGLDC for another 10 years.

AMENDMENT TO LEASE AGREEMENT

THIS AMENDMENT TO LEASE AGREEMENT, dated as of _____, 2025 (the "Amendment") is by and between **GENESEE GATEWAY LOCAL DEVELOPMENT CORPORATION**, a not-for-profit corporation organized and existing under the laws of the State of New York with principal offices at 99 MedTech Drive, Batavia, New York 14020 (the "Landlord") and the **GENESEE COUNTY INDUSTRIAL DEVELOPMENT AGENCY d/b/a GENESEE COUNTY ECONOMIC DEVELOPMENT CENTER**, a public benefit corporation duly existing under the laws of the State of New York with offices located at 99 MedTech Drive, Suite 106, Batavia, New York 14020 (the "Tenant").

WITNESSETH:

WHEREAS, Landlord and Tenant are parties to a Lease Agreement, dated as of June 1, 2010, as amended pursuant to that certain Amendment of Lease Agreement, dated as of October 1, 2015 (as so amended, the "Lease Agreement") relative to an approximately 3,100 square foot suite of space known as suite 106 and approximately 1,400 square feet of space known as suite 107 located in the building known as Med-Tech Centre (the "Building"), located at 99 MedTech Drive, Town of Batavia, County of Genesee, State of New York (collectively, the "Premises"); and

WHEREAS, Landlord and Tenant have agreed to modify the terms and conditions of the Lease Agreement as set forth herein.

NOW THEREFORE, for good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties hereby agree as follows:

All capitalized terms not otherwise defined herein shall have the same meanings ascribed to such capitalized terms in the Lease Agreement.

1. **Term.** The Term of this Lease Agreement, unless earlier terminated as otherwise provided in the Lease Agreement, shall end on June 1, 2035.

2. Unless otherwise amended pursuant to the terms contained herein, the terms of the Lease Agreement shall remain unchanged.

3. This Amendment may be executed in one or more counterparts, each of which shall be deemed an original, but all of which taken together shall constitute but one and the same instrument and shall be binding upon each of the undersigned as fully and completely as if all had signed the same instrument.

[Remainder of Page Intentionally Left Blank]

[Signature Page to Amendment to Lease Agreement]

IN WITNESS WHEREOF, the Company and the Agency have caused this Amendment to Lease Agreement to be executed in their respective names, all as of the date first above written.

Landlord:

**GENESEE GATEWAY LOCAL
DEVELOPMENT
CORPORATION**

By: _____

Name: Donald Cunningham

Title: Chairman

Tenant:

**GENESEE COUNTY INDUSTRIAL
DEVELOPMENT AGENCY d/b/a GENESEE
COUNTY ECONOMIC DEVELOPMENT
CENTER**

By: _____

Name: Mark A. Masse

Title: President/CEO

[Acknowledgment Page to Amendment to Lease Agreement]

State of New York)
) ss.:
County of Genesee)

On the ____ day of _____ in the year 2025, before me, the undersigned, personally appeared **DONALD CUNNINGHAM**, personally known to me or proved to me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument and acknowledged to me that he executed the same in his capacity, and that by his signature on the instrument, the individual, or the person upon behalf of which the individual acted, executed the instrument.

Notary Public

State of New York)
) ss.:
County of Genesee)

On the ____ day of _____ in the year 2025, before me, the undersigned, personally appeared **MARK A. MASSE**, personally known to me or proved to me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument and acknowledged to me that he executed the same in his capacity, and that by his signature on the instrument, the individual, or the person upon behalf of which the individual acted, executed the instrument.

Notary Public