



Meeting Agenda – Audit and Finance Committee

Genesee Gateway Local Development Corp
 Tuesday, September 2nd, 2025 – 8:30 a.m.
 Location: 99 MedTech Drive, Innovation Zone

Page #	Topic	Discussion Leader	Desired Outcome
	1. Call to Order - Enter Public Session	M. Brooks	
2-5	2. Chairman's Report & Activities 2a. Agenda Additions / Other Business 2b. Minutes: August 5, 2025	M. Brooks	Vote
6-10	3. Discussions / Official Recommendations to the Board: 3a. July 2025 Financial Statements	L. Farrell	Disc / Vote
11	3b. GGLDC Budget Timeline	L. Farrell	Discussion
12-13	3c. Extension to Exclusive Listing Agreement – Pyramid Brokerage Co.	C. Suozzi	Disc / Vote
14-16	3d. Genesee Valley BOCES Workforce Funding	C. Suozzi	Disc / Vote
	5. Adjournment	M. Brooks	Vote

**GGLDC Audit & Finance Committee Meeting
Tuesday, August 5, 2025
Location – 99 MedTech Drive, Innovation Zone
3:00 p.m.**

MINUTES

ATTENDANCE

Committee Members D. Cunningham, M. Brooks, J. Tretter
Staff: L. Farrell, M. Masse, C. Suozzi, P. Kennett
Guests:
Absent: P. Battaglia

1. CALL TO ORDER / ENTER PUBLIC SESSION

M. Brooks called the meeting to order at 3:00 p.m. in the Innovation Zone.

2. CHAIRMAN'S REPORT & ACTIVITIES

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

2b. Minutes: June 3, 2025

D. Cunningham made a motion to recommend approval of the minutes from June 3, 2025; the motion was seconded by J. Tretter. Roll call resulted as follows:

J. Tretter - Yes
P. Battaglia - Absent
M. Brooks - Yes
D. Cunningham – Yes

The item was approved as presented.

3. DISCUSSIONS / OFFICIAL RECOMMENDATIONS TO THE BOARD:

3a. May 2025 Financial Statements – L. Farrell reviewed with the Committee the significant items on the long form financial statements for May 2025.

- May balances are similar to April balances on the balance sheet. May was mostly normal monthly activity.
- On Line 52, income received in advance was \$41,000 for MedTech Centre rents received in advance.
- Accounts payable increased due to the normal monthly amounts due to the LDC for economic development program support and MedTech Centre property management.

DRAFT

- Operating Fund had normal monthly activity with about \$12,000 in professional services booked for May which include audit services and year-end financial services.
- Other funds had minimal activity, except for MedTech Centre where most line items are at about 42% of budget for the year as expected.
- Professional Services are over budget related to the First Wave Tech legal services and legal fees associated with MedTech Centre due to new lease activity.

J. Tretter made a motion to recommend to the full Board the approval of the May 2025 Financial Statements as presented; the motion was seconded by D. Cunningham. Roll call resulted as follows:

J. Tretter - Yes
P. Battaglia - Absent
M. Brooks - Yes
D. Cunningham - Yes

The item was approved as presented.

3b. June 2025 Financial Statements – L. Farrell reviewed with the Committee the significant items on the long form financial statements for June 2025.

- June balances are similar to May balances on the balance sheet. June was mostly normal monthly activity for all funds with a decrease in accounts payable due to the payments to the GGLDC for the economic development program support and MedTech Centre Property Management Fee.
- The Ag Park incurred \$1,500 in closing costs for a boundary survey completed in conjunction with the re-subdivision of a parcel related to a pending land sale.
- Normal activity for MedTech Centre as well.

J. Tretter made a motion to recommend to the full Board the approval of the June 2025 Financial Statements as presented; the motion was seconded by D. Cunningham. Roll call resulted as follows:

J. Tretter - Yes
P. Battaglia - Absent
M. Brooks - Yes
D. Cunningham - Yes

The item was approved as presented.

3c. Assessment of Effectiveness of Internal Controls – Public Authorities Law requires all Public Authorities to complete an annual assessment of the effectiveness of their internal control structures and procedures. L. Farrell stated that the GGLDC relies on the internal controls of the GCEDC staff, so this document is the same. This assessment will be posted to the website.

L. Farrell stated that we are not suggesting any changes at this time even though there is a new employee. The new employee holds the same title – Finance Assistant – as a current employee.

DRAFT

The Committee reviews the Assessment of the Effectiveness of Internal Controls annually (this is not brought to the full Board for approval). The Committee did not recommend any changes to the assessment.

3d. Strategic Investments Analysis – L. Farrell reviewed the Strategic Investments Analysis with the Committee.

She noted the changes since the last review, including:

- The contributions from solar projects increased from \$50,000 to \$75,000, reflecting the closing of the Leatherleaf Solar Project and the collection of an additional \$25,000.
- CH4BioGas remitted a non-refundable deposit of \$20,000, which would be applied toward the purchase of land if the company moves forward.
- A \$20,000 placeholder remains for the gravel driveway project at Buffalo East Tech Park; however, this project has been deferred to 2026.
- Under Other Activity, an allocation of \$25,000 was added for the Genesee County Comprehensive Fire & Medical Service Implementation Plan.
- Interest income increased by about \$20,000 since the last report.
- New opportunities were noted, including a potential land closing for the Caliber Collision Project (6 acres) and two potential OCR loan opportunities, of which, the applications are currently in progress.

D. Cunningham asked if there had been any feedback on the investment with the County for the Comprehensive Fire and Medical Service Implementation Plan. M. Masse replied that the fire service committee was still reviewing the best option moving forward and should be able to provide better direction in a couple weeks.

D. Cunningham also questioned if we had heard from Plug Power. M. Masse stated that an email was sent stating they were in default but he is in talks with them on working through the asset substation agreement.

D. Cunningham asked how many interest-bearing accounts there were, and L. Farrell responded that there are several. Some funds are put into CD's as well as split up into multiple accounts including the Agri Business, LLC.

L. Farrell stated that, for sources, she is only putting on what we have. This has been a tool that she used and, in the past, had to be conservative with it, but can be changed at any time. We utilize place holders to hold funds for items that we may think we'll need in the future.

3e. Transfer of \$415,000 to STAMP Sewer Works Corp. – The GGLDC is the sole shareholder of the STAMP Sewer Works Corp. STAMP Sewer Works Corp. has entered into an agreement with the Village of Oakfield where they will accept and treat the sanitary waste from the STAMP site. The agreement calls for STAMP Sewer Works Corp. to purchase 100,000 gallons per day of treatment capacity within the plant at \$4.15 per gallon.

Fund commitment: \$415,000 from Plug Power host agreement funds.

Board action request: Approval of transfer of \$415,000 to STAMP Sewer Works Corp.

DRAFT

M.Masse stated that this would be a one-time payment allowing usage of up to 100,000 gallons of treatment capacity per day. It's a 20-year agreement like what the City of Batavia and Town of Batavia currently have.

D. Cunningham made a motion to recommend to the full Board the approval of transferring \$415,000 to STAMP Sewer Works Corp. from the Plug Power host agreement funds as presented; the motion was seconded by J. Tretter. Roll call resulted as follows:

J. Tretter - Yes
P. Battaglia - Absent
M. Brooks - Yes
D. Cunningham - Yes

The item was approved as presented.

3f. Snow & Ice Removal Contract for MedTech Centre – The GGLDC signed a snow and ice removal contract with the Genesee County Highway Department for the sidewalks at the MedTech Centre. This was the first year we had the County clear the sidewalks, so the original approval amount was an estimate. The GGLDC received two invoices from the County, one for 2024 work and one for 2025 work. These two invoices exceeded the original \$5,000 approval. This January-March was nonstop snow removal for the County and there was snow most days during this time. To put it in perspective from past years, the County used its entire snow removal overtime budget for the year in just January-March.

Fund commitment: \$4,226.25 from operational funds of MedTech Centre.

Board action request: Approval of an additional \$4,226.25 (total of \$9,226.25) to Genesee County for snow removal services.

D. Cunningham made a motion to recommend to the full Board the approval of an additional \$4,226.25 to Genesee County for snow removal services as presented; the motion was seconded by J. Tretter. Roll call resulted as follows:

J. Tretter - Yes
P. Battaglia - Absent
M. Brooks - Yes
D. Cunningham - Yes

The item was approved as presented.

4. ADJOURNMENT

As there was no further business, J. Tretter made a motion to adjourn at 3:25 p.m., seconded by D. Cunningham and passed unanimously.

2b

5

**Genesee Gateway Local Development Corp.
Dashboard - July 2025
Balance Sheet - Accrual Basis**

DRAFT

	<u>7/31/25</u>	<u>6/30/25</u>	[Per Audit] <u>12/31/24</u>
ASSETS:			
Cash - Unrestricted	\$ 870,458	\$ 849,932	\$ 792,302
Cash - Restricted (A)	416,214	415,247	409,511
Cash - Reserved (B)	3,351,237	3,255,855	3,275,207
Cash - Subtotal	4,637,909	4,521,034	4,477,020
Accounts Receivable (1)	1,061	36	16,636
Lease Receivable GASB - Current Portion	320,056	320,056	320,056
Loans Receivable - Current Portion	149,701	225,579	221,474
Other Current Assets (2)	32,801	38,741	2,899
Total Current Assets	5,141,528	5,105,446	5,038,085
Land Held for Dev. & Resale	1,968,357	1,968,357	1,968,357
Buildings & Improvements	7,281,718	7,281,718	7,281,718
Furniture, Fixtures & Equipment	35,949	35,949	35,949
Total Property, Plant & Equip.	9,286,024	9,286,024	9,286,024
Less Accumulated Depreciation	(2,844,930)	(2,828,467)	(2,729,688)
Net Property, Plant & Equip.	6,441,094	6,457,557	6,556,336
Lease Receivable GASB - Noncurrent Portion	1,610,335	1,610,335	1,610,335
Loans Receivable - Noncurrent Portion (Net of \$170,238 Allow for Bad Debt)	448,452	454,450	563,167
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)	311,000	311,000	250,000
Equity Investment in STAMP Water Works, Inc. (5)	25,000	25,000	25,000
Other Assets	4,957,027	4,963,025	5,010,742
Total Assets	16,539,649	16,526,028	16,605,163
LIABILITIES:			
Accounts Payable	32,329	142	4,626
Unearned Revenue (6)	42,957	41,385	42,719
Security Deposits	109,380	109,380	108,680
Loans Payable - Current Portion	102,681	102,340	100,316
Bonds Payable - Current Portion	165,050	164,523	161,534
Total Current Liabilities	452,397	417,770	417,875
Loans Payable - Noncurrent Portion	1,679,024	1,687,738	1,739,419
Bonds Payable - Noncurrent Portion	1,896,629	1,911,704	2,002,830
Total Noncurrent Liabilities	3,575,653	3,599,442	3,742,249
Total Liabilities	4,028,050	4,017,212	4,160,124
DEFERRED INFLOW OF RESOURCES			
Deferred Inflow - Leases	1,836,497	1,836,497	1,836,497
Total Deferred Inflow of Resources	1,836,497	1,836,497	1,836,497
EQUITY	\$ 10,675,102	\$ 10,672,319	\$ 10,608,542

Significant Events:

1. Accounts Receivable - Decreased as we received payments from First Wave Tech. for past due rent.
2. Other Current Assets - Prepaid General Liability, Umbrella, D&O and Cyber insurance.
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. Unearned Revenue - Rent received in advance.

(A) Restricted = Security Deposits, USDA Debt Sinking Fund, DL Community Benefit Agreement (CBA) Funds, Grant Funds.

(B) Reserved = Plug Power Host Community Investment Funds, Workforce Development Funds, OCR loan repayments, Economic Development Loan Funds, Batavia Micropolitan Area Redevelopment Loan Funds, Strategic Investment Funds.

3a

6

**Genesee Gateway Local Development Corp.
Dashboard - July 2025
Profit & Loss - Accrual Basis**

DRAFT

			YTD		2025	2025
	<u>7/31/25</u>	<u>7/31/24</u>	<u>2025</u>	<u>2024</u>	Board Approved <u>Budget</u>	YTD % <u>of Budget</u>
<u>Operating Revenues:</u>						
Grants (1)	\$ -	\$ 925,228	\$ 75,000	\$ 952,228	\$ 1,003,228	7%
Interest Income on Loans	2,799	3,543	20,591	25,350	38,092	54%
Rent	61,291	62,440	426,376	437,887	727,994	59%
Common Area Fees - Parks	-	-	1,799	3,030	1,828	98%
Fees	-	-	-	-	-	N/A
Other Revenue	505	10,189	4,302	10,674	-	N/A
Land Sale Proceeds	-	-	-	200,000	-	N/A
Total Operating Revenues	64,595	1,001,400	528,068	1,629,169	1,771,142	
<u>Operating Expenses:</u>						
Operations & Maintenance	16,564	13,281	115,153	114,272	338,525	34%
Professional Services	7,309	7,262	74,174	64,099	140,213	53%
Econ. Dev. Prog. Support Grant	25,000	25,000	175,000	175,000	300,000	58%
Site Development Expense	-	-	-	485,753	187,478	0%
Cost of Sales	-	-	1,500	254,423	-	N/A
Grant Expense	-	-	-	2,000	50,000	0%
Real Estate Dev. (Capitalized)	-	-	-	-	20,000	0%
Buildings/Furniture/Equip. (Capitalized)	-	-	-	33,098	50,000	0%
Balance Sheet Absorption	-	-	-	(33,098)	(70,000)	0%
Depreciation	16,463	16,113	115,242	112,785	193,385	60%
Total Operating Expenses	65,336	61,656	481,069	1,208,332	1,209,601	
Operating Revenue (Expense)	(741)	939,744	46,999	420,837	561,541	
<u>Non-Operating Revenues (Expenses):</u>						
Other Interest Income	14,488	12,004	96,038	72,935	80,000	120%
Interest Expense	(10,964)	(12,019)	(76,477)	(85,163)	(129,390)	59%
Total Non-Operating Exp.	3,524	(15)	19,561	(12,228)	(49,390)	
Change in Net Assets	2,783	939,729	66,560	408,609	\$ 512,151	
Net Assets - Beginning	10,672,319	9,724,837	10,608,542	10,255,957		
Net Assets - Ending	\$ 10,675,102	\$ 10,664,566	\$ 10,675,102	\$ 10,664,566		

Significant Events:

1. Grant Revenue YTD - Workforce Dev/Ec Dev Program Support Grant from Leatherleaf, FFP NY LeRoy #1 & #2 Solar Projects.

3a

7

Genesee Gateway Local Development Corp.
July 2025 Dashboard
Statement of Cash Flows

DRAFT

	7/31/25	YTD
CASH PROVIDED BY OPERATING ACTIVITIES:		
Grant Income	\$ -	\$ 75,000
Interest Income on Loans	4,371	20,964
Rental Income	60,230	445,196
Common Area Fees - Parks	-	1,799
Other Revenue	505	769
Operations & Maintenance	(10,610)	(149,508)
Professional Services	-	(66,866)
Economic Development Program Support Grant	-	(150,000)
Cost of Land Sales	-	(1,500)
Security Deposit Received	-	700
Repayment of Loans	81,776	186,489
Net Provided By Operating Activities	136,272	363,043
CASH FLOWS USED BY CAPITAL & RELATED FINANCING ACTIVITIES:		
Principal Payments on Bonds & Loans	(22,921)	(160,715)
Interest Paid on Bonds & Loans	(10,964)	(76,477)
Net Cash Used By Capital & Related Financing Activities	(33,885)	(237,192)
CASH FLOWS PROVIDED BY INVESTING ACTIVITIES:		
Equity Investment - STAMP Sewer Works, Inc.	-	(61,000)
Interest Income	14,488	96,038
Net Cash Provided By Investing Activities	14,488	35,038
Net Change in Cash	116,875	160,889
Cash - Beginning of Period	4,521,034	4,477,020
Cash - End of Period	\$ 4,637,909	\$ 4,637,909
RECONCILIATION OF OPERATING REVENUE (EXPENSE) TO NET CASH PROVIDED BY OPERATING ACTIVITIES:		
Operating Revenue (Expense)	\$ (741)	\$ 46,999
Adjustments:		
Depreciation Expense	16,463	115,242
Decrease (Increase) in Accounts Receivable	(1,025)	15,575
Decrease (Increase) in Other Current Assets	5,940	(29,902)
Decrease in Loans Receivable	81,876	186,488
Increase in Operating Accounts Payable	32,187	27,703
Increase in Unearned Revenue	1,572	238
Increase in Security Deposits	-	700
Total Adjustments	137,013	316,044
Net Cash Provided By Operating Activities	\$ 136,272	\$ 363,043

Genesee Gateway Local Development Corp.
Dashboard - July 2025
Balance Sheet - Accrual Basis

DRAFT

	GGLDC	GABLLC	Eliminations	COMBINED	
	<u>7/31/25</u>	<u>7/31/25</u>		<u>7/31/25</u>	<u>Per Audit 12/31/2024</u>
ASSETS:					
Cash - Unrestricted	\$ 870,458	\$ -	\$ -	\$ 870,458	\$ 3,675,439
Cash - Restricted (A)	416,214	-	-	416,214	409,511
Cash - Reserved (B)	<u>3,351,237</u>	2,953,903	-	6,305,140	3,275,207
Cash - Subtotal	4,637,909	2,953,903	-	7,591,812	7,360,157
Accts Receivable - Current	1,061	-	-	1,061	16,636
Lease Receivable GASB - Current	320,056	14,460	-	334,516	334,516
Loans Receivable - Current	149,701	-	-	149,701	221,474
Other Current Assets	32,801	-	-	32,801	2,899
Total Current Assets	<u>5,141,528</u>	<u>2,968,363</u>	<u>-</u>	<u>8,109,891</u>	<u>7,935,682</u>
Land & Improvements	1,968,357	1,339,730	-	3,308,087	3,308,087
Buildings & Improvements	7,281,718	-	-	7,281,718	7,281,718
Furniture, Fixtures & Equipment	35,949	-	-	35,949	35,949
Total Property, Plant & Equip.	9,286,024	1,339,730	-	10,625,754	10,625,754
Less Accumulated Depreciation	<u>(2,844,930)</u>	-	-	<u>(2,844,930)</u>	<u>(2,729,688)</u>
Net Property, Plant & Equip.	<u>6,441,094</u>	<u>1,339,730</u>	<u>-</u>	<u>7,780,824</u>	<u>7,896,066</u>
Lease Receivable GASB - Noncurrent	1,610,335	80,508	-	1,690,843	1,690,843
Loans Receivable - Noncurrent	448,452	-	-	448,452	563,167
Equity Investment in GAB, LLC	2,562,240	-	(2,562,240)	-	-
Equity Investment in STAMP Sewer Works, Inc.	311,000	-	-	311,000	250,000
Equity Investment in STAMP Water Works, Inc.	25,000	-	-	25,000	25,000
Other Assets	<u>4,957,027</u>	<u>80,508</u>	<u>(2,562,240)</u>	<u>2,475,295</u>	<u>2,529,010</u>
TOTAL ASSETS	<u>16,539,649</u>	<u>4,388,601</u>	<u>(2,562,240)</u>	<u>18,366,010</u>	<u>18,360,758</u>
LIABILITIES:					
Accounts Payable	32,329	-	-	32,329	4,626
Unearned Revenue	42,957	-	-	42,957	44,018
Customer Deposit	-	20,000	-	20,000	40,000
Security Deposits	109,380	-	-	109,380	108,680
Loans Payable - Current Portion	102,681	-	-	102,681	100,316
Bonds Payable - Current Portion	165,050	-	-	165,050	161,534
Total Current Liabilities	<u>452,397</u>	<u>20,000</u>	<u>-</u>	<u>472,397</u>	<u>459,174</u>
Loans Payable - Noncurrent Portion	1,679,024	-	-	1,679,024	1,739,419
Bonds Payable - Noncurrent Portion	1,896,629	-	-	1,896,629	2,002,830
Total Noncurrent Liabilities	<u>3,575,653</u>	<u>-</u>	<u>-</u>	<u>3,575,653</u>	<u>3,742,249</u>
TOTAL LIABILITIES	<u>4,028,050</u>	<u>20,000</u>	<u>-</u>	<u>4,048,050</u>	<u>4,201,423</u>
DEFERRED INFLOW OF RESOURCES					
Deferred Inflow - Leases	1,836,497	94,968	-	1,931,465	1,931,465
Total Deferred Inflow of Resources	<u>1,836,497</u>	<u>94,968</u>	<u>-</u>	<u>1,931,465</u>	<u>1,931,465</u>
EQUITY	<u>\$ 10,675,102</u>	<u>\$ 4,273,633</u>	<u>\$ (2,562,240)</u>	<u>\$ 12,386,495</u>	<u>\$ 12,227,870</u>

(A) Restricted = Security Deposits, USDA Debt Sinking Fund, DL Community Benefit Agreement (CBA) Funds, Grant Funds.

(B) Reserved = Plug Power Host Community Investment Funds, Workforce Development Funds, OCR loan repayments, Economic Development Loan Funds, Batavia Metropolitan Area Redevelopment Loan Funds, Strategic Investment Funds.

Genesee Gateway Local Development Corp.
Dashboard - July 2025
Profit & Loss - Accrual Basis

DRAFT

	GGLDC		GABLLC		COMBINED	
	<u>7/31/25</u>	<u>7/31/25</u>	<u>Eliminations</u>	<u>7/31/25</u>	<u>Combined YTD</u>	
<u>Operating Revenues:</u>						
Grants	\$ -	\$ -	\$ -	\$ -	\$ 75,000	
Interest Income on Loans	2,799	-	-	2,799	20,591	
Rent	61,291	1,325	-	62,616	435,599	
Common Area Fees - Parks	-	-	-	-	11,157	
Other Revenue	505	-	-	505	44,302	
Total Operating Revenues	64,595	1,325	-	65,920	586,649	
<u>Operating Expenses:</u>						
Operations & Maintenance	16,564	-	-	16,564	119,750	
Professional Services	7,309	-	-	7,309	74,174	
Econ. Dev. Program Support Grant	25,000	-	-	25,000	175,000	
Cost of Sales	-	-	-	-	1,500	
Depreciation	16,463	-	-	16,463	115,242	
Total Operating Expenses	65,336	-	-	65,336	485,666	
Operating Revenue (Expense)	(741)	1,325	-	584	100,983	
<u>Non-Operating Revenues (Expenses):</u>						
Other Interest Income	14,488	5,638	-	20,126	134,119	
Interest Expense	(10,964)	-	-	(10,964)	(76,477)	
Total Non-Operating Rev (Exp)	3,524	5,638	-	9,162	57,642	
Change in Net Assets	2,783	6,963	-	9,746	158,625	
Net Assets - Beginning	10,672,319	4,266,670	(2,562,240)	12,376,749	12,227,870	
Net Assets - Ending	\$ 10,675,102	\$ 4,273,633	\$ (2,562,240)	\$ 12,386,495	\$ 12,386,495	

2026 Budget Timeline

Genesee Gateway Local Development Corporation

- Week of Sept 1 Planning Assumptions / Preliminary Inputs
- Week of Sept 8 Budget Worksheet Inputs – CFO Review
- Week of Sept 15 CEO Review of Draft Budget
- Sept 30 @ 8:30am Audit & Finance Committee - Budget Workshop Meeting
- Oct 28 @ 8:30am Audit & Finance Committee - Review & Recommendation
- Oct 30 @ 4pm Board Review & Approval
- By Nov 1 Budget to ABO/Post on GCEDC Web Site

GGLDC

Audit & Finance

Mark Masse and Chris Suozzi

Sept 2, 2025

Discussion:

We are seeking to give Pyramid Brokerage an extension to list approximately up to 900 sq ft of space available at Med Tech Center.

Action Request:

Staff would like to give an extension to list the space with Pyramid Brokerage, as we have had success with them in the past at Med Tech Centre and recently at Apple Tree.

Again, the basic terms are 6% Commission rate and will be a 1 year exclusive listing term.

3c

12



Pyramid Brokerage Company
 370 Woodcliff Drive, Suite 210
 Fairport, NY 14450
 Tel +1 585 248 9426
 Fax +1 585 248 3981
 pyramidbrokerage.com

EXTENSION TO EXCLUSIVE LISTING AGREEMENT

The following will serve as an extension of the Exclusive Authorization and Right to Lease Listing Agreement between Pyramid Brokerage Company of Rochester, Inc. ("Broker") and Genesee Gateway Local Development Corporation ("Owner") to Lease the property located at 99 Med Tech Drive, Town of Batavia, County of Genesee, State of New York.

This extension shall extend through midnight of August 31, 2026.
 All other terms and conditions shall remain the same.

This Agreement may be executable in counterpart, each of which shall be an original, but all of which shall constitute one and the same instrument.

AGREED & ACCEPTED:

BROKER

Pyramid Brokerage Company of Rochester, Inc.

BY: _____
 John J. Manilla
 President

DATE: _____

ADDRESS:
 370 Woodcliff Drive
 Fairport, NY 14450

PHONE NUMBER:
 (585) 248-9426

OWNER

Genesee Gateway Local Development Corporation

BY: _____ Name
 _____ Title

DATE: _____

ADDRESS:
 99 MedTech Drive, Suite 106
 Batavia, NY 14020

PHONE NUMBER:
 (585) 419-8907

Independently Owned and Operated / A Member of the Cushman & Wakefield Alliance

No warranty or representation, expressed or implied, is made as to the accuracy of the information contained herein, and same is submitted subject to errors, omissions, change of price, rental or other conditions, withdrawal without notice, and to any special listing conditions, imposed by our principals.

ALBANY BINGHAMTON BUFFALO CORNING HUDSON VALLEY ITHACA ROCHESTER SYRACUSE UTICA WATERTOWN

3c

13

Memorandum of Understanding

Memorandum of Understanding

Between

Genesee Valley BOCES &

Genesee Gateway Local Development Corporation

This Memorandum of Understanding (MOU) sets forth the terms and understanding between Genesee Valley BOCES (GV BOCES) and Genesee Gateway Local Development Corporation (GGLDC)

To assist in implementing the ACT Work Keys Assessment program at GV BOCES.

Background

The GGLDC workforce strategic plan is to assist with the implementation of ACT Work Keys/National Career Readiness Certificate and become a certified ACT Work Ready Community for Genesee County. The ACT Certification has a some requirements to meet which include planning, organizing, acquisition of equipment, coordination, marketing & communication towards high school students in Genesee County.

Responsibilities

This MOU will assist GV BOCES in setting up an approved testing site at the GV BOCES Batavia campus.

The project will also include support for individuals requiring accommodation, ensuring equitable access for all students. Funding will support marketing efforts to promote the recruiting of participants. With the investment, the initiative will remove the barrier cost and establish a Work Keys testing center for Genesee County at the GV BOCES Batavia campus.

The GGLDC will support the ACT Work Keys program with a contribution of \$15,000 to GV BOCES.

(Reference attached invoice #2025-001 dated 8/25/25)

Contact Information

Genesee Valley BOCES
Jon Sanfratello,
Director of Instructional Programs
80 Munson St,
Le Roy, NY 14482
(585) 344-7915/658-7915

Genesee Gateway Local Development Corporation
Don Cunningham, Chairman
99 MedTech Drive, Suite 106
Batavia, NY 14020
585-343-4866
csuozzi@gcedc.com

Assignment.

Neither party may subcontract or otherwise delegate its obligations under this MOU without the other party's prior written consent, which will not be unreasonably withheld.

Relationship of the Parties.

Each party acknowledges that nothing in this MOU is intended or should be, construed to create a partnership, joint venture, or employment relationship. Other than the commitments agreed upon in this MOU, the parties may not represent or bind one another without express authorization from a duly authorized representative. Each party will continue to operate as an independent entity with complete control over its own employees, operations, resources, and funds.

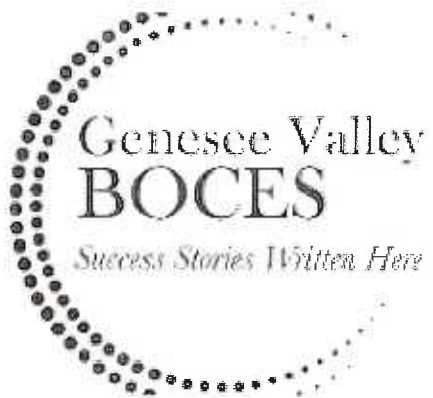
We, the undersigned, signify our approval of this Memorandum of Understanding.

_____ Date:
Duly Authorized Representative
GV BOCES

_____ Date:
Duly Authorized Representative
Genesee Local Development Corporation

3d

15



Invoice

From:

Genesee Valley BOCES
80 Munson Street, LeRoy NY 14482

To:

Genesee County Economic Development Center (GCEDC)
99 Medtech Dr, Batavia NY 14020

Invoice Number: 2025-001

Invoice Date: August 25, 2025

Due Date: September 25, 2025

Description of Services

- ACT Work Keys Assessment Center – Assessments, Programs, and Services

Amount Due: \$15,000.00

Total Due: \$15,000.00

Please make checks payable to **Genesee Valley BOCES Continuing Education Job Training**. Thank you for your support.

Foster W. Miller

3d

116