



**Meeting Agenda – Audit and Finance Committee**  
 Genesee County Economic Development Center  
 Tuesday, May 5, 2026 – 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	
2-4	<b>2. Chairman's Report &amp; Activities</b> 2a. Agenda Additions / Other Business 2b. Minutes: March 3, 2026	K. Manne	Vote
5-8	<b>3. Discussions / Official Recommendations to the Board:</b> 3a. 1 <sup>st</sup> Quarter Financial Statements	L. Farrell	Disc / Vote
9-21	3b. Batavia Home Fund Application	M. Masse	Disc / Vote
22	3c. Bellwether Advisors, LLC Consulting Contract Increase	L. Farrell	Disc / Vote
	<b>4. Adjournment</b>	K. Manne	Vote



**GCEDC Audit & Finance Committee Meeting**  
**Tuesday, March 3, 2026**  
**Location: 99 MedTech Drive, Innovation Zone**  
**8:30 a.m.**

**MINUTES**

**ATTENDANCE**

Committee Members: P. Zelif, K. Manne, L. Mancuso, P. Battaglia  
Staff: M. Masse, K. Galdun, J. Krencik, P. Heimlich, L. Farrell  
Guests: M. Brooks (GGLDC Board Member), D. Cunningham (GGLDC Board Member),  
J. Tretter (GGLDC Board Member)  
Absent:

**1. CALL TO ORDER / ENTER PUBLIC SESSION**

K. Manne called the meeting to order at 8:30 a.m. in the Innovation Zone.

**2. Chairman's Report & Activities**

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

**2b. Minutes: February 5, 2026**

**L. Mancuso made a motion to approve the February 5, 2026 minutes; the motion was seconded by P. Battaglia. Roll call resulted as follows:**

- P. Battaglia- Yes
- L. Mancuso- Yes
- P. Zelif - Yes
- K. Manne - Yes

**The item was approved as presented.**

**3. DISCUSSIONS / OFFICIAL RECOMMENDATIONS OF THE COMMITTEE:**

**3a. Allowance for Doubtful Accounts** – L. Farrell reviewed the analysis of allowance for doubtful accounts with the Committee. As of December 31, 2025, the loan balances are about \$156,000. The only outstanding loans are in the GAIN Loan Fund. L. Farrell noted that the reserve balance is about \$47,000 and has been the same since 2018.

The allowance for doubtful accounts is currently 30% of total loan balances and last year it was at 21%. The auditors do not question the analysis, rather they confirm that it has been discussed. They want to know that the Committee and management are comfortable with the level.

The collectability of these loans was discussed, and the loans are current with no concern for collectability.

P. Battaglia suggested reducing the reserve and doing so conservatively over time instead rather than all at once.

After brief discussion, the Committee agreed on reducing the reserve balance to 15% of outstanding loans receivable. L. Farrell stated that the adjustment would be made effective 12/31/25 and that this item did not need to move to the full Board but rather be voted on at the Committee level.

**P. Zelif made a motion to reduce the Allowance for Doubtful Accounts to 15% of loans receivable effective 12/31/2025 as presented; the motion was seconded by L. Mancuso. Roll call resulted as follows:**

- P. Battaglia - Yes
- L. Mancuso - Yes
- P. Zelif - Yes
- K. Manne - Yes

**The item was approved as presented.**

**3b. Investment Report** – The Investment Report summarizes the GCEDC's bank balances, general ledger balances and interest income as of 12/31/25. As of 12/31/25, cash balances were fully collateralized. The GCEDC generated about \$730,442 in interest income in 2025. The report is required by PAAA and will be posted on the website.

The interest income does not include interest earned on state grant funds held in imprest accounts. Interest related to the imprest accounts is turned over to ESD quarterly. It is not recognized as income, but rather a payable as soon as it is received. The report is also reviewed annually by the auditors.

P. Zelif suggested transferring funds from the primary checking account to a savings account to accrue interest income. L. Farrell responded that the bank balance as of December 31, 2025 does not reflect outstanding checks related to STAMP expenditures and, therefore, the ledger balance provides a more accurate representation of available funds.

L. Farrell stated that P. Heimlich works closely with the banks to monitor interest rates.

**P. Battaglia made a motion to recommend to the full Board the approval of the Investment Report as presented; the motion was seconded by P. Zelif. Roll call resulted as follows:**

- P. Battaglia - Yes
- L. Mancuso - Yes
- P. Zelif - Yes
- K. Manne - Yes

**The item was approved as presented.**

**3c. 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 to the PARIS system and posted on the website. The board has already approved most expenses or contracts that exceed \$5,000. Therefore, the Committee has already seen and approved most of the information that is collectively stated in this report.

2b

P. Battaglia made a motion to recommend to the full Board the approval of the Procurement Report as presented; the motion was seconded by P. Zelif. Roll call resulted as follows:

P. Battaglia - Yes  
L. Mancuso - Yes  
P. Zelif - Yes  
K. Manne - Yes

The item was approved as presented.

**4. ADJOURNMENT**

As there was no further business, P. Battaglia made a motion to adjourn at 8:46 a.m., seconded by P. Zelif and passed unanimously.

2b

4

**Genesee County Economic Development Center**  
**Dashboard For the Three Month Period Ended 3/31/26**  
**Balance Sheet - Accrual Basis**

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	Three Month Period Ended <u>3/31/26</u>	[Per Audit] <u>12/31/25</u>
<b>ASSETS:</b>		
Cash - Unrestricted	\$ 11,911,593	\$ 11,842,122
Cash - Restricted (A) (1)	14,454,613	16,905,847
Cash - Reserved (B) (2)	6,731,851	6,944,779
Cash - Subtotal	33,098,057	35,692,748
Grants Receivable (3)	18,790	517,192
Accounts Receivable - Current (4)	504,878	524,626
Interest Receivable	50,208	56,171
Deposits (5)	845,280	2,832
Prepaid Expense(s) (6)	93,988	46,466
Loans Receivable - Current	53,262	54,301
<b>Total Current Assets</b>	<b>34,664,463</b>	<b>36,894,336</b>
Land Held for Dev. & Resale (7)	56,171,511	55,717,406
Furniture, Fixtures & Equipment	72,862	72,862
Leasehold Improvements	17,818	9,223
Total Property, Plant & Equip.	56,262,191	55,799,491
Less Accumulated Depreciation	(71,444)	(71,148)
<b>Net Property, Plant &amp; Equip.</b>	<b>56,190,747</b>	<b>55,728,343</b>
Accounts Receivable- Noncurrent (8)	4,050,000	4,050,000
Grants Receivable- Noncurrent	50,850	50,850
Loans Receivable- Noncurrent (Net of \$23,393 Allow. for Bad Debt)	66,733	78,261
Right to Use Assets, Net of Accumulated Amortization	89,614	89,614
<b>Other Assets</b>	<b>4,257,197</b>	<b>4,268,725</b>
<b>TOTAL ASSETS</b>	<b>95,112,407</b>	<b>96,891,404</b>
<b>DEFERRED OUTFLOWS OF RESOURCES</b>		
Deferred Pension Outflows (14)	301,089	301,089
<b>Deferred Outflows of Resources</b>	<b>301,089</b>	<b>301,089</b>
<b>LIABILITIES:</b>		
Accounts Payable (9)	494,882	2,212,365
Loan Payable - Genesee County - Current (10)	350,000	335,000
Loans Payable - ESD - Current (11)	5,196,487	5,196,487
Accrued Expenses	2,300	37,757
Lease Payable	9,300	9,300
Customer Deposits (12)	79,454	42,532
Unearned Revenue (13)	13,043,206	14,064,762
<b>Total Current Liabilities</b>	<b>19,175,629</b>	<b>21,898,203</b>
Loans Payable - ESD - Noncurrent	-	-
Loan Payable - Genesee County - Noncurrent (10)	1,500,000	1,850,000
Lease Payable - Noncurrent	85,993	85,993
Net Pension Liability (14)	426,638	426,638
<b>Total Noncurrent Liabilities</b>	<b>2,012,631</b>	<b>2,362,631</b>
<b>TOTAL LIABILITIES</b>	<b>21,188,260</b>	<b>24,260,834</b>
<b>DEFERRED INFLOWS OF RESOURCES</b>		
Deferred Pension Inflows (14)	9,637	9,637
<b>Deferred Inflows of Resources</b>	<b>9,637</b>	<b>9,637</b>
<b>NET ASSETS</b>	<b>\$ 74,215,599</b>	<b>\$ 72,922,022</b>

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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 - Funds have been internally reserved as matching funds related to the FAST NY grant supporting STAMP development.
  3. Grants Receivable - National Grid grants support marketing and development activities for STAMP and the LeRoy Food & Tech Park.
  4. Accounts Receivable - Current - Project Origination Fee installments due within 12 months of the balance sheet date (Hecate Solar \$275K, GE Bergen \$100K & HP Hood \$129.8K, misc.
  5. Deposits - Includes deposit paid to NY Power Authority, which will be reduced as expenses are recognized; Down payment on the 345 kv breaker for STAMP; MTC lease security deposit.
  6. Prepaid Expense(s) - NYS Retirement, MTC lease payment, CCS Task 2 Annual Raptor Survey, and insurance.
  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 - 2025 expenses that will be paid in 2026, interest earned on grant funds that will be remitted to ESD, dental insurance and e3communications.
  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. Loans Payable - ESD - Current - Loans from ESD to support STAMP land acquisition and related soft costs.
  12. 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 of their applications.
  13. Unearned Revenue - STAMP ESD grant funds received in advance and deposited into an imprest cash account (related to the \$33M grant, \$8M grant and \$56M FAST NY grant); Municipal and National Fuel grant funds received, but not yet expended / earned; interest received in advance; Genesee County contribution received in advance.
  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 3/31/26  
Profit & Loss - Accrual Basis**

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	Three Month Period Ended		YTD		2026	2026
	3/31/26	3/31/25	2026	2025	Board Appr.	YTD %
					Budget	of Budget
<b>Operating Revenues:</b>						
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)	52,750	329,106	52,750	329,106	1,057,000	5%
Fees - Services	22,115	21,928	22,115	21,928	88,460	25%
Interest Income on Loans	390	550	390	550	1,330	29%
Rent	4,500	4,500	4,500	4,500	28,780	16%
Common Area Fees - Parks	2,836	814	2,836	814	2,855	99%
Grants (2)	1,590,023	558,707	1,590,023	558,707	35,913,690	4%
GGLDC Grant - Econ. Dev. Program Support	75,000	75,000	75,000	75,000	300,000	25%
Land Sale Proceeds	10,010	-	10,010	-	-	N/A
BP <sup>2</sup> Revenue	-	7,374	-	7,374	45,752	0%
Other Revenue (3)	117,270	125,918	117,270	125,918	86,915	135%
<b>Total Operating Revenues</b>	<b>1,939,522</b>	<b>1,188,525</b>	<b>1,939,522</b>	<b>1,188,525</b>	<b>37,783,295</b>	<b>5%</b>
<b>Operating Expenses</b>						
General & Admin	424,756	350,184	424,756	350,184	1,800,355	24%
Professional Services (4)	145,587	63,922	145,587	63,922	257,065	57%
Site Maintenance/Repairs	3,998	3,117	3,998	3,117	64,500	6%
Property Taxes/Special District Fees	3,659	3,873	3,659	3,873	4,137	88%
PIF Expense	106,835	71,284	106,835	71,284	205,137	52%
Site Development Expense	113,800	123,900	113,800	123,900	34,962,648	0.3%
Real Estate Development (5)	462,700	159,051	462,700	159,051	2,904,502	16%
Balance Sheet Absorption	(462,700)	(159,051)	(462,700)	(159,051)	-	N/A
<b>Total Operating Expenses</b>	<b>798,635</b>	<b>616,280</b>	<b>798,635</b>	<b>616,280</b>	<b>40,198,344</b>	<b>2%</b>
<b>Operating Revenue (Expense)</b>	<b>1,140,887</b>	<b>572,245</b>	<b>1,140,887</b>	<b>572,245</b>	<b>(2,415,049)</b>	
<b>Non-Operating Revenue</b>						
Other Interest Income	152,690	167,751	152,690	167,751	388,000	39%
<b>Total Non-Operating Revenue</b>	<b>152,690</b>	<b>167,751</b>	<b>152,690</b>	<b>167,751</b>	<b>388,000</b>	<b>39%</b>
<b>Change in Net Assets</b>	<b>1,293,577</b>	<b>739,996</b>	<b>1,293,577</b>	<b>739,996</b>	<b>\$ (2,027,049)</b>	
<b>Net Assets - Beginning</b>	<b>72,922,022</b>	<b>43,511,968</b>	<b>72,922,022</b>	<b>43,511,968</b>		
<b>Net Assets - Ending</b>	<b>\$ 74,215,599</b>	<b>\$ 44,251,964</b>	<b>\$ 74,215,599</b>	<b>\$ 44,251,964</b>		

**Significant Events:**

1. Fees Projects - Project administration fees; application fee for the Bruce Curtis Housing Project.
2. Grants - Med Tech Landing annual contribution to the Batavia Home Fund (to be paid in 2026-2045); 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; 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 YTD - Annual meeting reimbursements, local labor reporting and data center project review deposits covered by participating projects, misc.
4. Professional Services - Legal and consulting services for the data center project review, local labor requirements, government relations, audits, and other related matters.
5. Real Estate Development Costs YTD - STAMP development costs.

**Genesee County Economic Development Center  
Dashboard - For the Three Month Period Ended 3/31/26  
Statement of Cash Flows**

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	Three Month Period Ended 3/31/26	YTD
<b>CASH FLOWS USED BY OPERATING ACTIVITIES:</b>		
Genesee County	\$ 86,170	\$ 86,170
Fees - Projects	42,750	42,750
Fees - Services	22,115	22,115
Interest Income on Loans	329	329
Rent	4,500	4,500
Common Area Fees - Parks	2,836	2,836
Grants	1,023,807	1,023,807
GGLDC Grant - Economic Development Program Support	75,000	75,000
Other Revenue	166,037	166,037
Repayment of Loans	12,567	12,567
Net Land Sale Proceeds	10,010	10,010
Customer Deposit	150,000	150,000
General & Admin Expense	(518,405)	(518,405)
Professional Services	(282,431)	(282,431)
Site Maintenance/Repairs	(3,998)	(3,998)
Site Development	(113,900)	(113,900)
Property Taxes/Special District Fees	(3,659)	(3,659)
PIF Expense	(124,021)	(124,021)
Deposit Paid	(1,216,415)	(1,216,415)
Improv/Additions/Adj to Land Held for Development & Resale	(1,706,045)	(1,706,045)
Net Cash Used By Operating Activities	(2,372,753)	(2,372,753)
<b>CASH FLOWS USED BY CAPITAL &amp; RELATED FINANCING ACTIVITIES:</b>		
Purchase of Capital Assets/Leasehold Improvements	(10,200)	(10,200)
Net Cash Used By Capital & Related Financing Activities	(10,200)	(10,200)
<b>CASH FLOWS USED BY NONCAPITAL FINANCING ACTIVITIES:</b>		
Principal Payments on Loan	(335,000)	(335,000)
Net Cash Used By Noncapital Financing Activities	(335,000)	(335,000)
<b>CASH FLOWS PROVIDED BY INVESTING ACTIVITIES:</b>		
Interest Income (Net of Remittance to ESD)	123,262	123,262
Net Change in Cash	(2,594,691)	(2,594,691)
Cash - Beginning of Period	35,692,748	35,692,748
Cash - End of Period	\$ 33,098,057	\$ 33,098,057
<b>RECONCILIATION OF NET OPERATING REVENUE TO NET CASH USED BY OPERATING ACTIVITIES:</b>		
Operating Revenue	\$ 1,140,887	\$ 1,140,887
Depreciation Expense	296	296
Decrease in Operating Accounts/Grants Receivable	518,150	518,150
Increase in Deposits	(842,448)	(842,448)
Increase in Prepaid Expenses	(47,522)	(47,522)
Decrease in Loans Receivable	12,567	12,567
Increase in Land Held for Development & Resale	(454,105)	(454,105)
Decrease in Operating Accounts Payable	(1,680,487)	(1,680,487)
Decrease in Accrued Expenses	(35,457)	(35,457)
Decrease in Unearned Revenue	(1,021,556)	(1,021,556)
Increase in Customer Deposits	36,922	36,922
Total Adjustments	(3,513,640)	(3,513,640)
Net Cash Used By Operating Activities	\$ (2,372,753)	\$ (2,372,753)

## **Batavia Home Fund Grant Award**

**Discussion:** The homeowner is looking to make improvements to the exterior (new windows) which qualifies under Eligible Activities item #6 Grants to support owner occupied single family exterior rehabilitation (maximum award of \$10,000). They are seeking a grant of \$3,515. Their total cost of construction is \$8,789. This grant and homeowner improvement to the residence would improve the blighted look of the existing windows.

**Fund commitment:** \$3,515 from the Batavia Home Fund contingent upon all terms and conditions of the work being completed in accordance with the policy.

**Committee action request:** The Housing Oversight Committee of the Batavia Home Fund met and approved this application. Seeking Board authorization to release the funds in accordance with the terms and conditions of the Batavia Home Fund.

# BATAVIA HOME FUND COMMITTEE RECOMMENDATION OF AWARD

The Batavia Home Fund (BHF) funds will be used for infrastructure improvements, future economic and brownfield development interests targeted within the City for new housing projects and the conversion of residential rental to single family homes. The program is administered by the GCEDC with grant funding decisions made by a grant selection committee (Committee) with a representative from the GCEDC, Town and City of Batavia.

## **Eligible Activities (Maximum Award Up to:)**

1. Extraordinary development costs related to hazardous material abatement, remediation, flood hazard areas, etc., (\$50,000)
2. Demolition/rehabilitation of residential structures that cause community and neighborhood blight. (\$50,000)
3. Infrastructure modernization and improvements including costs to plan, design and constructing of streets, multi-modal, water, sewer, gas, electric, telecommunication enhancements, storm water management facilities and related infrastructure including landscaping and streetscape improvements related to redevelopment projects and new housing construction. (\$50,000)
4. Matching funds to secure other grant resources to further capitalize on redevelopment projects in the Brownfield Opportunity Area (BOA) and flood zone areas. (\$20,000)
5. Land assemblage, property acquisition and due diligence for new market rate housing projects. (\$50,000)
6. Grants to support owner occupied single family exterior rehabilitation. (\$10,000)
7. Grants to support multi-family conversion into single-family owner occupied. (\$20,000)

**Project Applicant:** Jay A. Gsell

**Project description:** The homeowner is looking to make improvements to the exterior (new windows) which qualifies under Eligible Activities item #6 Grants to support owner occupied single family exterior rehabilitation (maximum award of \$10,000). They are seeking a grant of \$3,515 which is 40% of the total construction cost (maximum award dollar amount allowed under the program). Washington Avenue is an area that the City of Batavia is looking for neighborhood revitalization.

**Total Project Cost:** \$8,789.00

**Total Grant Amount requested:** \$3,515

**Eligible Activity criteria from above:** 6

**Committee Meeting date:**

**Committee scoring:**

**1. City Priorities-** projects that advance the priorities of Batavia including the BOA Strategy, and are located in either opportunity zone (Ward 3 & 6), or in the flood zone are eligible for additional points in this category (up to 20 points). 10 points. The house is not in Ward 3 or 6. It is also not in a flood zone. However, it is on a local thoroughfare in an area of older homes in need of revitalization. It is located along the BOA line.

**2. Visual Impact-** projects that are visually prominent, have historic value, are in danger of being lost, in-part or totally to disrepair and damage (up to 40 points). Window replacement to significantly improve the visual aesthetic of the residence. 30 points

**3. Neighborhood impact-** projects that are aesthetically pleasing to the surrounding neighborhood and are designed to eliminate blight. Preference will be given to a collaborative neighborhood improvement plan with multiple residences involved. (up to 40 points) This house is located in an area targeted by the City for revitalization. 30 points

Total score: 70 out of 100

**Batavia Home Fund Committee Recommendation:**

	<i>Yea</i>	<i>Nay</i>	<i>Abstain</i>
Greg Post (Town)	[x ]	[ ]	[ ]
Shawn Heubusch (City)	[x ]	[ ]	[ ]
Mark Masse (GCEDC)	[x ]	[ ]	[ ]

**Batavia Home Fund  
Grant Application**

**APPLICATION**

**A. Property Owner Information**

Name of owner: JAY A. GSELE

Mailing address: 319 WASHINGTON AV.  
BATAVIA NY 14020

Telephone number: AM: 585-813-2511 PM: \_\_\_\_\_

Fax: \_\_\_\_\_

E-mail: \_\_\_\_\_

Corporate Structure - If Any (attach schematic if Applicant is a subsidiary or otherwise affiliated with another entity)  
Form of Entity:  C Corp  S Corp  Partnership  LLC  
 LLP  Sole Proprietorship  Not for Profit  Municipality  
 City Home Owner

**B. Property Information**

1. Address of property: 319 WASHINGTON AV. BATAVIA, NY

2. Name of business(es): N/A

3. Number of Commercial Units: N/A

4. Number of Residential Units: 1

5. Type of Home (Single or Multi): S.F.

6. Conversion from Multi to Single  Yes.  No

**C. Financial Information**

1. Is there a mortgage? NO If yes, are payments current? \_\_\_\_\_

Who holds the mortgage? Name: N/A

Address: \_\_\_\_\_

## Batavia Home Fund Grant Application

2. Are there any liens, other than the above listed mortgage? NO  
If yes, describe.  
\_\_\_\_\_
3. Taxes/Insurances
- a. Are all property, district, water and sewer taxes paid to date?  Yes  No  
which taxes are not current? Amount? \_\_\_\_\_
- b. Do you have fire insurance on the property?  Yes  No  
If yes, is it paid to date?  Yes  No
- b. Do you have any outstanding loans with the City or Town of Batavia, GCEDC, GGLDC or BDC?  Yes  No  
If yes, are payments current?  Yes  No
4. Will you need financing to perform these building improvements?  Yes  No
5. If YES, is financing in place to begin this work?  Yes  No

### D. Provide Scope of Work Detail

1. What improvements do you wish to make to your property/residence? List in order of priority beginning with (1). Attach an additional page if necessary.  
REPLACE 5 ATTIC - THIRD FLR WINDOWS  
THAT ARE 1907 ORIGIN AND DETERIORATED
2. Attached any architectural renderings or improvements improvements (a rendering of improvements is required as part of the application submission).  Yes  No
3. Estimated Costs
- a. Total project cost: \$8789.
- b. Construction cost: 11
- c. Soft cost: \_\_\_\_\_
- d. Grant amount requested: (Cannot exceed 40% of total project cost) \$3515.
4. Square footage

## Batavia Home Fund Grant Application

a. Square footage of total building: \_\_\_\_\_

b. Square footage of project: \_\_\_\_\_

5. Will you perform this work whether or not you receive grant support?  Yes  No

6. Do you have a building permit filed with the appropriate municipality?  Yes  No

7. Attach all supporting documents including renderings, drawings, product specifications and/or contractor quotes if already requested and available.

8. When do you plan to begin ASAP and complete 2 DAYS the construction?

LIKELY SEPT. 2026

E. **Copy of Deed** – please provide a copy of the deed for the property.

F. **Proof of financing** – Project reimbursements are made when the project is complete. The Batavia Home Fund operates fully as a reimbursement grant program and the owner is responsible for paying for all agreed upon repairs. Payment of grant funds will be made only upon satisfactory completion of building projects, certificate of occupancy has been issued, and payment of renovation expenses made to contractors (Please provide receipts).

- |    |   |   |  |
|----|---|---|--|
| 1. | Proof of total project financing provided | <input type="checkbox"/> Yes            | <input checked="" type="checkbox"/> No |
|    | a. Secured loan commitment                | <input type="checkbox"/> Yes            | <input checked="" type="checkbox"/> No |
|    | b. Secured bridge loan commitment         | <input type="checkbox"/> Yes            | <input checked="" type="checkbox"/> No |
|    | c. Secured Line of credit                 | <input type="checkbox"/> Yes            | <input checked="" type="checkbox"/> No |
|    | d. Financial statements                   | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |

SEE BOA ACT. STATEMENT  
WILL PAY CASH.

G. **Conflict of Interest**

1. Are you an official, employee, agent, consultant or member of any board or agency of the City of Batavia, Town of Batavia or the GCEDC, GGLDC?

Yes  No

If yes, please describe your position: \_\_\_\_\_

2. Are you related by blood or marriage to any official, employee, agent, consultant or member of any board or agency of the City of Batavia, Town of Batavia or the GCEDC, GGLDC?

Yes  No

If yes, please identify the official(s), agent(s), consultant(s), employee(s) or member(s) and describe your relationship:

\_\_\_\_\_

\_\_\_\_\_

3. Do you have any corporate, partnership, landlord-tenant or other business relationship with any official, agent, consultant, employee or member of any board or agency of the City of Batavia, Town of Batavia or the GCEDC, GGLDC?

Yes  No

**Batavia Home Fund  
Grant Application**

**APPLICATION CHECKLIST**

- Copy of Building Permit
- Quotes from licensed contractors *COMFORT WINDOWS*
- Proof of Financing
  - a. Bank Statement showing Cash on Hand
  - b. Loan Commitment Letter
  - c. Bridge Loan Commitment Letter
  - d. Lines of Credit
- Copy of Insurance
  - a. Homeowners
  - b. Fire Insurance on Property
- Supporting Construction Documents
  - a. Renderings
  - b. Architectural Drawings
  - c. Product Specifications
- Copy of Deed
- Completed Application
- \$250 Check for Application Fee

All applications and applicable forms should be returned to:

Managers Office  
City of Batavia  
1 City Centre  
Batavia, NY 14020

# Batavia Home Fund Grant Application

## Certifications

### Ownership

Initial

JAG

I/We hereby certify that I/we own the property to be improved. If any changes in ownership should occur from this date forward, I/we agree to notify the Genesee County Economic Development Center, immediately. Failure to do so may result in denial or termination of the Batavia Home Fund Grant participation.

### Regulatory Requirements and Repayment Provisions

Initial

JAG

All assistance is in the form of a reimbursable grant with a five (5)-year compliance period. Property owners will be required to execute a Declaration document committing to this compliance period. Should the property owner sell the property within the five (5)-year timeframe, they will be responsible for repaying a portion of the grant funding received. Repayments will be retained by the GCEDC. Required repayment of funds will be calculated in accordance with the following schedule:

Months 0-12:	100% repayment due.
Months 13-24:	80% repayment due.
Months 25-36:	60% repayment due.
Months 37-48:	40% repayment due.
Months 49-60:	20% repayment due.
Months 60 and beyond:	0% repayment due

### Application Information

Initial

JAG

To the best of my/our knowledge, all of the application information I/we have provided is true and correct. I/We understand that any willful misstatement of material fact will be grounds for disqualification. The City of Batavia and the GCEDC, are hereby granted permission to verify any of the information in the application in any appropriate manner.

### Taxes

Initial

JAG

I/We understand that all taxes must be paid for the property to be improved and for all other properties in the City of Batavia owned wholly or in part by me/us. I/We understand that no grant agreement will be signed unless all taxes and service charges are current.

### For Internal Use Only

Date Application Received:

Application Fee Paid: Y N

Amount:

Date:

Application reviewed and certified by:

Batavia Home Fund Committee Review Date:

Official Grant Approval Date:

GCEDC Board Meeting Date:

## Batavia Home Fund Grant Application

If yes, identify the official(s), agent(s), consultant(s), employee(s) or member(s) and describe the business relationship:

N/A

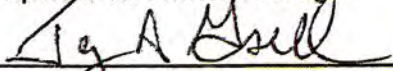
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4. Are you doing business in any of the following ways with any official, agent, consultant, employee, or member of any board or agency of the City of Batavia, Town of Batavia, the GCEDC and GGLDC. (check any that are applicable, if other, please describe):

- N/A
- Purchaser or Seller of Goods - please describe \_\_\_\_\_
- Loan or Grant Recipient- please describe \_\_\_\_\_
- Provision of Services - please describe \_\_\_\_\_
- Other - please describe \_\_\_\_\_

Please review the certifications on the following page, which are part of this application, before signing below. Compliance with the certifications and all other Building Improvement Program procedures is required. All owners must sign.

  
\_\_\_\_\_  
Signature

JAY A. GSELL  
\_\_\_\_\_  
Printed Name

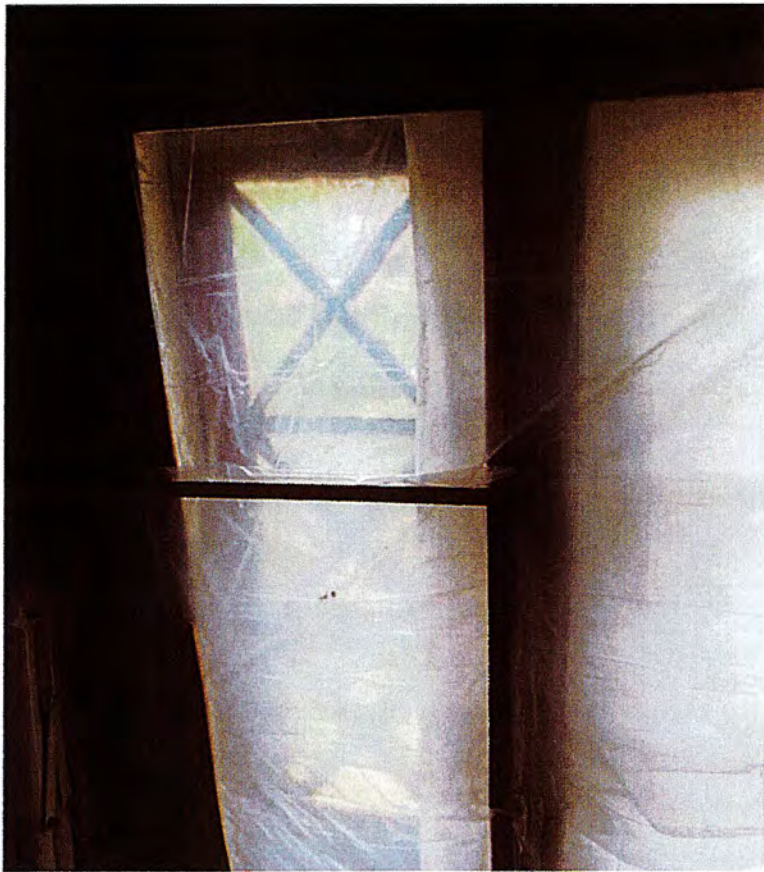
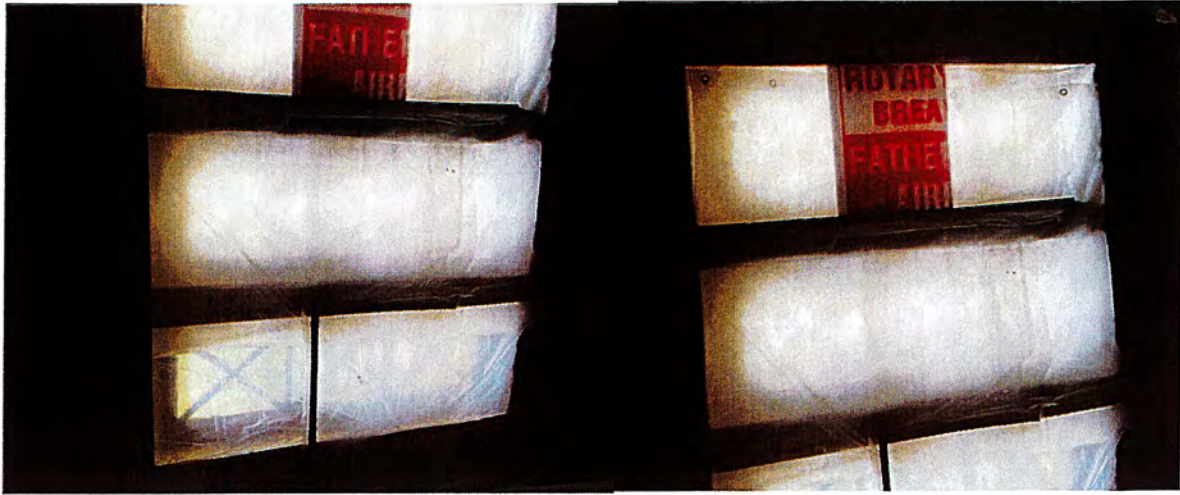
4/19/20  
\_\_\_\_\_  
Date

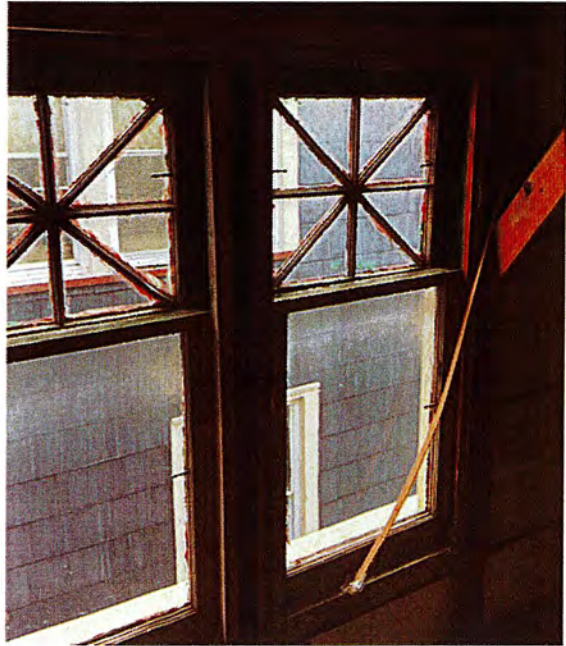
\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Date









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## **GCEDC**

Lezlie Farrell – Finance & Operations  
**Audit & Finance Committee Report**  
**May 5, 2026**

### **Bellwether Advisors, LLC Consulting Contract Extension**

#### **Discussion:**

The GCEDC currently maintains an agreement with Bellwether Advisors, LLC, to assist with information requested by New York State related to completion of the \$56 million grant and associated MWBE requirements. The original contract with Bellwether Advisors, LLC, which was approved in 2024, included a not-to-exceed amount of \$5,000. This was intended to evaluate the firm's services, as this type of service had not been utilized previously. Based on satisfactory performance and progress, the board approved an additional not-to-exceed amount of \$15,000 in January 2026 to continue these services.

The waiver request is now nearing completion; however, the remaining work required to finalize and submit the request, along with the potential for follow-up inquiries and revisions from New York State, may exceed the currently authorized contract amount. To ensure successful completion of the waiver process and provide for any necessary post-submission support, staff is requesting an additional not-to-exceed amount of \$5,000.

**Fund Commitment:** \$5,000 - Professional Services Budget.

**Action Requested:** Recommend approval of an additional not-to-exceed amount of \$5,000 for services provided by Bellwether Advisors, LLC.