



GCEDC Board Meeting
Thursday, October 1, 2026
Location: 99 MedTech Drive, Innovation Room
4:00 PM

GCEDC MINUTES

Attendance

Board Members: C. Yunker, K. Manne, C. Kemp, P. Zeliff, M. Gray, L. Mancuso, J. Tretter
Staff: M. Masse, L. Farrell, K. Galdun, C. Suozzi, J. Krencik, P. Heimlich
Guests: D. Cunningham (GGLDC Board Member), M. Brooks (GGLDC Board Member),
S. Maier (Harris Beach Murtha), M. Fitzgerald (Phillips Lytle – Video
Conference), R. Crossen (Town of Alabama Supervisor), R. Gaenzle (Harris
Beach Murtha – Video Conference), P. Battaglia (GGLDC Board Member), S.
Noble-Moag (GGLDC Board Member)

Absent:

1.0 Call to Order

P. Zeliff called the meeting to order at 4:00 p.m. in the Innovation Zone.

1.1 Enter Executive Session

K. Manne made a motion to enter executive session under the Public Officers' Law Article 7, Open Meetings Law Section 105, at 4:00 p.m. for the following reasons:

1. Discussions regarding proposed, pending, or current litigation.

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

C. Kemp joined the meeting at 4:02 p.m.

1.2 Enter Public Session

C. Yunker made a motion to enter back into public session at 4:23 p.m., seconded by J. Tretter and approved by all members present.

2.0 Chairman's Report & Activities

2.1 Upcoming Meetings:

Next Scheduled Board Meeting: Thursday, October 29th at 4:00 p.m.
Audit & Finance Committee Meeting: Tuesday, October 27th at 8:30 a.m.
STAMP Committee Meeting: Wednesday, October 28th at 8:00 a.m.

2.2 Agenda Additions / Deletions / Other Business –

C. Yunker made a motion to add item 5.2 Policy Guide for GGLDC Appointments as presented; the motion was seconded by K. Manne. Roll call resulted as follows:

P. Zelif -	Yes	C. Yunker -	Yes
K. Manne -	Yes	C. Kemp -	Yes
L. Mancuso -	Yes	M. Gray -	Yes
J. Tretter -	Yes		

The item was added to the agenda.

2.3 Minutes: September 3, 2026

C. Yunker made a motion to accept the September 3, 2026 minutes as presented; the motion was seconded by M. Gray. Roll call resulted as follows:

P. Zelif -	Yes	C. Yunker -	Yes
K. Manne -	Yes	C. Kemp -	Yes
L. Mancuso -	Yes	M. Gray -	Yes
J. Tretter -	Yes		

The item was approved as presented.

2.4 Committee Appointments – L. Farrell stated that J. Tretter had been appointed to serve on the Audit & Finance Committee, Employment & Compensation Committee, and Chair of the Housing Committee for the GCEDC.

3.0 Report of Management

3.1 Public Outreach Update: J. Krencik informed the Board that the GCEDC presented the Genesee County 2025 Tax Base Analysis to the Genesee County Legislature's Ways and Means Committee on September 16th, 2026. This presentation is given annually and covers the GCEDC projects in current PILOT portfolio, total capital investment in current PILOT portfolio, and the property tax and PILOT revenue collected.

Overall a great discussion on the goals and progress happening in the community.

4.0 Audit & Finance Committee

4.1 August 2026 Financial Statements – L. Farrell reviewed the significant items of the August 2026 financial statements.

- Most activity for the month of August was normal monthly activity.
- On the Profit & Loss statement, collected \$138,000 of project fees from Mega Properties in relation to the closing of their project.
- Expenditures are in line with where they are anticipated to be with the budget.

This was recommended by Committee for approval.

K. Manne made a motion to approve the August 2026 Financial Statements as presented; the motion was seconded by J. Tretter. Roll call resulted as follows:

P. Zelif -	Yes	C. Yunker -	Yes
K. Manne -	Yes	C. Kemp -	Yes
L. Mancuso -	Yes	M. Gray -	Yes
J. Tretter -	Yes		

The item was approved as presented.

4.2 Land Lease Rates – M. Masse presented the proposed schedule for the land lease rates that were included with the meeting materials. There were questions during the Committee meeting whether the rates were properly reflective of the current market conditions. Upon doing some additional research and input from board members it was determined the two Leroy parcels should be increased to \$150/acre and the STAMP properties to \$120/acre, except for the one parcel that will remain at \$5.72/acre as per the agreement already in place. These changes are reflected in the updated chart below.

**2027 Land Lease Rates
Agricultural leases**

Genesee County Economic Development Center

Lessee	Location	Term	Rate / acre	Approved Rate / Acre
Stein Farms	Oatka Hills	One year	\$ 100.00	\$ 150.00
Hy Hope Farms	Leroy	One year	\$ 100.00	\$ 150.00
Norm Geiss	STAMP	One year	\$ 100.00	\$ 120.00
Lamb Farms	STAMP	One year	\$ 100.00	\$ 120.00
Lamb Farms	STAMP	One year	\$ 5.72	\$ 5.72

K. Manne made a motion to approve the Land Lease Rates with the agreed upon rate increases as discussed; the motion was seconded by C. Yunker. Roll call resulted as follows:

P. Zelif -	Yes	C. Yunker -	Yes
K. Manne -	Yes	C. Kemp -	Yes
L. Mancuso -	Yes	M. Gray -	Yes
J. Tretter -	Yes		

The item was approved as presented.

4.3 Costar Contract – The GCEDC has used CoStar's LoopNet site listing service for multiple Genesee County sites, and last year explored data and analytics services offered by the company. We plan to use only the site listing service for the coming year.

The estimated annual cost for a 12-month subscription is \$2,000 and the proposed contract covers November 2026 to October 2027. The funding for this expense was anticipated in the GCEDC's 2026 and 2027 Marketing Operations budgets.

Board Action Request: Approval of not-to-exceed \$2,000 for CoStar site listing services.

This was recommended by the Committee for approval.

K. Manne made a motion to approve the Costar Contract in the not-to-exceed amount of \$2,000 for as presented; the motion was seconded by M. Gray. Roll call resulted as follows:

P. Zeff -	Yes	C. Yunker -	Yes
K. Manne -	Yes	C. Kemp -	Yes
L. Mancuso -	Yes	M. Gray -	Yes
J. Tretter -	Yes		

The item was approved as presented.

4.4 e3communications Agreement – e3communications, a professional media and public relations firm/consultant, has submitted a proposal for 2027 services related to public relations, sales and marketing content, and marketing services for the Genesee County Economic Development Center.

In 2026, e3communications supported GCEDC staff with GCEDC planning, sales and marketing, and government/stakeholder relations. e3communications also maintains GCEDC's targeted media presence to audiences in project development and the greater public on LinkedIn and Facebook.

The proposed expenditure of \$4,000/month is at the same level as in the previous four years.

Fund Commitment: \$48,000 fund commitment. Funding is available and budgeted for in the 2027 GCEDC Marketing-Operations budget for the full contract.

Board Action Request: Approval of a contract for services for the January 1, 2027 to December 31, 2027 period.

This was recommended by the Committee for approval.

K. Manne made a motion to approve the e3communications Agreement in the not-to-exceed amount of \$48,000 as presented; the motion was seconded by L. Mancuso. Roll call resulted as follows:

P. Zeff -	Yes	C. Yunker -	Yes
K. Manne -	Yes	C. Kemp -	Yes
L. Mancuso -	Yes	M. Gray -	Yes
J. Tretter -	Yes		

The item was approved as presented.

4.5 Greater Rochester Enterprise Funding Request – Greater Rochester Enterprise 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 the GCEDC's business development, sales and marketing efforts, site development, and talent attraction efforts. The 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.

The proposed expenditure of \$55,000 is at the same level as in the previous two years.

The only suggested change from Committee was changing the termination clause from 180 days to 30 days.

Fund Commitment: \$55,000 fund commitment. Funding is available and budgeted in the 2027 GCEDC Dues & Subscriptions budget for the full contract.

Board Action Request: Approval of a contract for services for the January 1, 2027 to December 31, 2027 period.

This was recommended by the Committee for approval.

K. Manne made a motion to approve the Greater Rochester Enterprise Funding Request with adjustment to the termination clause and the not-to-exceed amount of \$55,000 as presented; the motion was seconded by J. Tretter. Roll call resulted as follows:

P. Zelif -	Yes	C. Yunker -	Yes
K. Manne -	Yes	C. Kemp -	Yes
L. Mancuso -	Yes	M. Gray -	Yes
J. Tretter -	Yes		

The item was approved as presented.

5.0 Governance & Nominating Committee – C. Yunker

5.1 GGLDC Board Member Appointment – A recommendation was made to the GCEDC Board for the appointment of a new GGLDC Board Member by current GGLDC Board Member S. Noble-Moag. S. Noble-Moag's GGLDC term expired on June 30, 2026 but she agreed to continue to serve until another member is appointed. The GCEDC Board is desirous of appointing T. Klapper to fill this position and assume her 6-year term ending 6/30/32.

This was recommended by the Committee for approval.

C. Yunker made a motion to approve the appointment of Tom Klapper to the GGLDC Board effective October 2, 2026 as presented; the motion was seconded by L. Mancuso. Roll call resulted as follows:

P. Zelif -	Yes	C. Yunker -	Yes
K. Manne -	Yes	C. Kemp -	Yes

L. Mancuso - Yes
J. Tretter - Yes

M. Gray - Yes

The item was approved as presented.

5.2 Policy Guide for GGLDC Appointments – A draft version of the GGLDC Board Member Appointment Policy was discussed by the Committee at their meeting. During that meeting the Committee reviewed the current procedure for the appointment of a GGLDC Board Member and recommended that the draft policy discussed be approved by the full Board.

This was recommended by the Committee for approval.

C. Yunker made a motion to approve the GGLDC Board Member Appointment Process as presented; the motion was seconded by K. Manne. Roll call resulted as follows:

P. Zelif - Yes
K. Manne - Yes
L. Mancuso - Yes
J. Tretter - Yes

C. Yunker - Yes
C. Kemp - Yes
M. Gray - Yes

The item was approved as presented.

6.0 STAMP Committee – P. Zelif

6.1 Brush Hogging Bids – The Genesee County Economic Development Center (GCEDC) solicited bids for brush hogging approximately 45 acres of land near the substation access road within the Science Technology & Advanced Manufacturing Park (STAMP). This area has become overgrown with trees up to six feet in height. Once the property is cleared, we will work with one of the local farmers to till the land and potentially lease for farming use until the land is sold and/or developed.

Bid results were included in the meeting materials listing eighteen companies that were contacted with two bids received.

Board Action Request: Approval of up to \$10,350 for Fava Brothers to complete the brush hogging work on the 45-acre STAMP site as described above.

This was recommended by the Committee for approval.

P. Zelif made a motion to approve the bid with Fava Brothers in the not-to-exceed amount of \$10,350 as presented; the motion was seconded by M. Gray. Roll call resulted as follows:

P. Zelif - Yes
K. Manne - Yes
L. Mancuso - Yes
J. Tretter - Yes

C. Yunker - Yes
C. Kemp - Yes
M. Gray - Yes

The item was approved as presented.

Agenda Items 6.2 and 6.3 were discussed and voted on together.

6.2 O’Connell Change Order – National Grid Changes – The GCEDC has a contract with O’Connell Electric for construction of the substation at STAMP. They have submitted five change orders which are related to National Grid changes. These increases result in an increase to the contract amount of \$419,113.

Fund Commitment: \$419,113 to be covered under \$56 million.

Board Action Request: Approval of the five change orders.

6.3 O’Connell Change Orders – NYPA Changes – The GCEDC has a contract with O’Connell Electric for construction of the substation at STAMP. They have submitted three change orders which are related to NYPA changes. These increases result in an increase to the contract amount of \$162,291.

Fund Commitment: \$162,291 to be covered under \$56 million.

Board Action Request: Approval of the three change orders.

P. Zeliff stated that any further changes they request need to be of their own expense.

Agenda Items 6.2 and 6.3 were recommended by the Committee for approval.

The Board voted on the agenda items 6.2 and 6.3 together.

P. Zeliff made a motion to approve the change orders requested by National Grid and NYPA with O’Connell Electric as presented; the motion was seconded by C. Yunker. Roll call resulted as follows:

P. Zeliff -	Yes	C. Yunker -	Yes
K. Manne -	Yes	C. Kemp -	Yes
L. Mancuso -	Yes	M. Gray -	Yes
J. Tretter -	Yes		

The item was approved as presented.

6.4 Mowing for STAMP – Town of Alabama Highway – The GCEDC received a proposal for mowing of the stormwater pond and the open area from the substation to Crosby Road at STAMP for 2026, twice a year.

Fund Commitment: \$7,995 from operational funds of STAMP.

Board Action Request: Approval of the mowing contract for \$7,995 with the Town of Alabama Highway Department.

This was recommended by the Committee for approval.

P. Zeliff made a motion to approve the mowing contract with the Town of Alabama Highway Department in the amount of \$7,995 as presented; the motion was seconded by L. Mancuso. Roll call resulted as follows:

P. Zeliff -	Yes	C. Yunker -	Yes
K. Manne -	Yes	C. Kemp -	Yes

L. Mancuso - Yes
J. Tretter - Yes

M. Gray - Yes

The item was approved as presented.

6.5 Storage of Force Main Pipe Appurtenances – The GCEDC owns pipe and appurtenances that were to be used in the force main to Orleans County. That material is currently being stored at a lot that Highlander Construction is renting. The owner of the lot reached out and offered to let the pipe stay at the secured site at a rent of \$750 per month instead of paying to have it moved.

Fund Commitment: \$750 per month for one year. Renewal to be brought forward to the Board next year.

Board Action Request: Approval of the proposal.

P. Zeliff suggested working with CPL to create an inventory of the materials so that they could then be put up for auction.

This was recommended by the Committee for approval.

P. Zeliff made a motion to approve the proposal for storage in the amount of \$750 a month for one year as presented; the motion was seconded by C. Yunker. Roll call resulted as follows:

P. Zeliff - Yes
K. Manne - Yes
L. Mancuso - Yes
J. Tretter - Yes

C. Yunker - Yes
C. Kemp - Yes
M. Gray - Yes

The item was approved as presented.

6.6 Naming of Road at STAMP – The hammerhead extension constructed at STAMP to provide access to the rear of the Edwards facility will eventually serve as part of the full bypass road. It is ready for dedication to the County. As part of the dedication process, the road must first be named and a formal recommendation made to the Town of Alabama to proceed.

Following brief discussion, Edwards Drive was selected as the recommended name, recognizing Edwards as the first operational tenant at STAMP.

This was recommended by the Committee for approval.

P. Zeliff made a motion to approve the road name of Edwards Drive and to recommend that name to the Town of Alabama as presented; the motion was seconded by J. Tretter. Roll call resulted as follows:

P. Zeliff - Yes
K. Manne - Yes
L. Mancuso - Yes
J. Tretter - Yes

C. Yunker - Yes
C. Kemp - Yes
M. Gray - Yes

The item was approved as presented.

7.0 Employment & Compensation – M. Gray

7.1 Nothing at this time.

8.0 Housing Committee – P. Battaglia

8.1 Nothing at this time

9.0 Other Business

9.1 Nothing at this time.

10.0 Adjournment

As there was no further business, M. Gray made a motion to adjourn at 4:40 p.m., which was seconded by C. Yunker and passed unanimously.