



INDUSTRIAL DEVELOPMENT AGENCY

Monday, March 28, 2016

5:00 p.m.

20 Ontario St., Canandaigua, NY

AGENDA ITEM	POTENTIAL OUTCOME	PERSON RESPONSIBLE
Call to Order	Quorum Present?	Mike Davis
New Business:		
FSI Contractors – Victor Business Development Center	Resolution authorizing holding a public hearing	Suzanne Vary/Frank Imburgia/ Josh Cresswell
Old Business:		
Bluestone Creek Development (7870 Lehigh Crossing)	Resolution to induce and authorize PILOT	Suzanne Vary/Michael Wojcik
Bluestone Creek Development (7871 Lehigh Crossing)	Resolution to induce and authorize PILOT	Suzanne Vary/Michael Wojcik
Airport Update	Inform Board of status	Jim Dolan
Annual visit with FAA	Report on meeting	Mike Manikowski
UTEP update	Inform Board of status	Mike Manikowski
Annual Meeting		
12/31/15 Audited Financial Report and PARIS Report	Resolution to accept report	Michael Wojcik/ Tom Lauffer
Accountant’s Management Letter	Resolution to accept report	Michael Wojcik/ Tom Lauffer
Accountant’s Letter of Communication	Resolution to accept report	Michael Wojcik/ Tom Lauffer
Federal Single Audit	Resolution to accept report	Michael Wojcik/ Tom Lauffer
Annual Procurement Report	Resolution to accept report	Michael Wojcik
Management’s Internal Control Assessment Report	Resolution to accept report	Michael Wojcik
IDA Mission Statement and Measurement Report	Resolution to accept report	Michael Wojcik
Annual Board Survey	Resolution to accept report	Suzanne Vary
Annual Report	Resolution to accept report	John Mackowiak
Administration:		
Feb. 22 meeting minutes	Resolution to accept the minutes as written	Mike Davis
informANALYTICS contract	Resolution to accept contract	Michael Wojcik
Invoices for payment	Resolution to pay invoices presented	Michael Wojcik
Adjournment	Resolution to adjourn	Mike Davis

Next Regular Meeting is Monday, April 25, 2016

Quorum (confirmation required):	Members Excused:
Andy Molodetz, Vice Chairman	
Lew Zulick, Treasurer	
Dave Reh	
Kelly Mittiga	Guests:
Jeff Gallahan	Frank Imburgia, FSI General Contractors, Inc.
Laura Pedersen, Secretary	Josh Cresswell, FSI General Contractors, Inc.
Mike Davis, Chairman	Tom Lauffer, Ray Wager CPA

Non-Members Present:	Contract Staff:
Mike Manikowski, Executive Director	Jim Coniglio, Underberg & Kessler
Suzanne Vary, Staff	Bill Weir, Nixon Peabody
Michael Wojcik, CFO	John Hicks, McFarland Johnson
Melissa Doyle, Staff	John Mackowiak, Dixon Schwabl
Diane Foster, Staff	James Dolan, McFarland Johnson