



INDUSTRIAL DEVELOPMENT AGENCY

Meeting Minutes

Monday, February 22, 2016

20 Ontario Street, Economic Development Conference Room
Canandaigua, NY 14424

Members Present	Members Excused
	Laura Pedersen, Secretary
Andy Molodetz, Vice Chair	Mike Davis, Chair
Lewis Zulick, Treasurer	
Kelly Mittiga, Member	Guests Present
Supervisor Jeff Gallahan, Member	Jim Kelley, Synergy
David Reh, Member	Greg Geraci, Morrell Builders
	Kurt Sertl, Galina Development
	Mary Gates, Deputy County Administrator
Staff Present	Contract Staff
Mike Manikowski, Executive Director	
Michael Wojcik, CFO	
Suzanne Vary, Staff	Bill Weir, Nixon Peabody
Melissa Doyle, Staff	Jim Coniglio, Underberg & Kessler
Diane Foster, Staff	John Hicks, McFarland Johnson
	John Mackowiak, Dixon Schwabl

CALL TO ORDER: Vice Chair, Andy Molodetz, called the meeting to order at 5:01 p.m. A quorum was present. The Board, staff and guests introduced themselves.

Kelly Mittiga entered the meeting at 5:02 pm.

Mary Gates entered the meeting at 5:11 pm.

Jim Kelley and Greg Geraci exited the meeting at 5:11 pm.

Kurt Sertl exited the meeting at 5:26 pm.

NEW BUSINESS:

Bluestone Creek Development/Synergy Global Solutions: Suzanne Vary began by describing Synergy Global Solutions and the key facts of the company. Ms. Vary explained that Synergy is the largest technology solutions provider in Western and Central NY. They employ 135 employees with 25 employees in the Victor location. She stated that it is an employee owned company (ESOP). Synergy Global Solutions provides a wide array of technical support services on a 24 x 7 x 365 basis. Ms. Vary explained that they are considering building a building at 7871 Lehigh Crossing, Victor. Lehigh Crossing is what we call Bluestone Creek Development; a

partnership between Galina Development and Morrell Builders. They will build a 20,000 square foot building where Synergy Global Solutions would be the first tenant in the new building. They expect to retain the 25 jobs. The project is expected to cost \$1,224,000. The OCIDA would request a normal PILOT agreement consisting of Real Property Tax Abatement, sales tax exemption, and mortgage recording tax exemption. Synergy considered many locations, if they can get the financial assistance from the OCIDA, it would make it financially feasible to move their headquarters in Victor.

Greg Geraci of Morrell Commercial discussed the general background of Lehigh Crossings. He explained that it was designed in its inception to be a tech park. They have incorporated strategic placement of the development and amenities such as the trails surrounding the area for the active lifestyle. It is a campus type lifestyle and is considered to attract “millennials”. They are in the process of developing section two, because section one is being filled up. Jim Kelley, of Synergy Global Solutions reviewed the history of the company and why they would like to build out. He explained that the building they have is a little older and is not meeting the needs that they have.

Jeff Gallahan made a motion to approve a Public Hearing for Bluestone Creek Development and Synergy Global Solutions. Kelly Mittiga seconded the motion. Motion unanimously carried.

Plockmatic Document Finishing PILOT amendment: Suzanne Vary introduced the Plockmatic Document Finishing PILOT Amendment. She explained that the OCIDA had previously done a project at 7870 Lehigh Crossing for Idea Boxx. They took approximately 13,000 square foot of a 20,000 square foot building. Plockmatic Document Finishers is talking about taking the balance of the building. Plockmatic is a company out of Sweden. They make equipment; to put together with other equipment from larger copier companies such as Xerox, to create systems to do printing and mailings. Plockmatic is proposing to amend the PILOT that was put in place with Idea Boxx, so that PILOT agreement can cover the whole building. Bill Weir of Nixon Peabody stated that the original Public Notice was for the 13,000 square feet. Now they are posting a new Public Notice to announce the finishing the build out, bringing Plockmatic in and covering any proposed benefits. This will finalize the project. The remainder of the building is 6,635 square feet. Plockmatic expects to retain 7 jobs and create 2 new jobs. The project is \$275,000 for the build out. Ms. Vary noted that they bring people from around the world to train in the systems that are made in this location.

Lew Zulick made a motion to hold a Public Hearing to amend the current PILOT and to confer any new benefits on them. Dave Reh seconded the motion. Motion unanimously carried.

OLD BUSINESS:

Commodore Plastics: Suzanne Vary explained that this is Phase 2 of Commodore’s project. Ms. Vary reminded the Board that Phase 1 was a new warehouse in Honeoye. Commodore Plastics is adding on to their existing buildings in East Bloomfield. A Public Hearing was held on Friday, February 19, 2016. Ms Vary reported on the Public Hearing. The project is to add 15,800 square feet to an existing 22,650 square foot building. In the building, Commodore makes equipment that is sold to other manufacturers that make poly-styrene foam products. They refurbish equipment as well. Ms. Vary reported that the project cost is \$794,763. They will retain 154 jobs and create 9 new jobs. Michael Wojcik reviewed the cost benefit with a 2:1 payback.

Jeff Gallahan made a motion to authorize the PILOT and the execution of the lease. Kelly Mittiga seconded the motion. Motion unanimously carried.

Airport Update: John Hicks of McFarland Johnson (MJ) informed the board of the status of several projects:

Grants and Upcoming Projects

New York State Aviation Capital Grants: MJ submitted two grant applications for the Canandaigua Airport (identified in order of priority):

1. No update from NYSDOT on timing of decisions/release of 2015 NYSDOT Aviation Capital Grants
2. MJ is continuing to follow Gov. Cuomo's proposal for a competitive program that would award \$200 million to five upstate NY Airports. NYAMA's position is to take at least one of the \$40 million awards, and divide it among multiple general aviation airports like Canandaigua.

FAA Grants:

1. MJ and Mike Manikowski will be meeting with the FAA New York Airports District Office for the annual Airport Capital Improvement Program (ACIP) update and project discussion on Wednesday, February 24th. An updated ACIP and airport map has already been provided to FAA. Discussion items will include reconstruction of the main aircraft parking ramp and design/construction of a new Snow Removal Equipment (SRE) Building.

Current Projects

- **Airport Master Plan Update:** MJ continues to progress the master plan update, and they will still expect to hold the first TAC meeting in March.
- **Jet-A Fuel Tank:** MJ is still anticipating the end of February, beginning of March arrival and installation of the new fuel pumps, which will complete the project and allow the switch-over to World Fuel.
- **Sanitary Sewer:** MJ stated that the project is approximately 85% designed. They are in the process of verifying existence and location of some other underground utilities on Brickyard Road, particularly natural gas. It includes approximate 4,900 feet of new sanitary sewer. MJ expects to have the design complete and advertise for bids in April.

Airport Management

Airport Committee: The met on Monday, February 1st, the agenda items included:

- FBO services discussions with Mercy Flight Central
- Construction of a new hangar (using NYSDOT FY2015 grant funds, if awarded)
- "Leveraging" NYSDOT grant funds with private funds to construct a larger hangar and office space, etc.
- Possible sale of Canandaigua Air Center by Chris Schubert, and locating a new FBO in those two buildings.

Eric Blakesley Contract: John Hicks reported that the agreement for an Airport Maintenance Worker has been review and approved by Underberg & Kessler. They will be executing the new contract with Eric Blakesley in March.

Fuel Sales: John Hicks reviewed the Fuel sales for January 2016.

Airport Budget / Progress Report: John Hicks reviewed the Progress Report and stated they are on track with the budget.

Annual visit to FAA: Michael Manikowski informed the Board that he was to attend a meeting with FAA in NYC. Mr. Manikowski reported that after he bought Jet Blue airline tickets, he found out he could attend a teleconference without having to fly. Because of Mr. Manikowski's schedule, he said it would be more efficient to attend the teleconference as opposed to flying to the meeting. He stated that a \$139 "hit" on the IDA would occur with the cancelation of the tickets and the remainder of the cost would be credited for Jet Blue.

ADMINISTRATION:

January 25, 2016 Minutes: Andy Molodetz presented the January 25, 2016 Minutes for approval.

Lew Zulick made a motion to approve the January 25, 2016 Minutes. Kelly Mittiga seconded the motion. Motion carried.

Invoices for payment: Michael Wojcik presented to the Board for approval, nineteen invoices for payments totaling \$42,756.71; twelve invoices totaling \$30,507.20 for the Airport and seven invoices for the Agency in the amount of \$12,249.51.

Lew Zulick made the motion to approve the payments of the above referenced invoices and Jeff Gallahan seconded the motion. Motion unanimously carried.

Preliminary Financials: Michael Wojcik presented the preliminary 2015 Financials to the Board.

Board Survey: Suzanne Vary reminded the Board of the Survey that was sent out to the Board. She asked that the members complete the survey.

Suzanne Vary reminded the Board of the Agriculture Appreciation Banquet on March 11th at Club 86 in Geneva.

Mike Manikowski reminded the Board of the Strategic Plan Update meeting on February 27th at the Inn on the Lake in Canandaigua.

OCIDA response to audit: Michael Wojcik reviewed the replies to the Authority Budget Office (ABO) in response to the audit that was done on the Website in December.

Investment Report: Michael Wojcik reviewed the 2015 Annual Investment Report.

ADJOURNMENT: *Dave Reh moved to adjourn the IDA meeting at 5:56 pm. Lew Zulick seconded the motion. Motion unanimously carried.*

Respectfully submitted,
Diane Foster