



INDUSTRIAL DEVELOPMENT AGENCY

Meeting Minutes - Annual

Monday, April 25, 2016

2914 County Road 48, Safety Training Facility
Canandaigua, NY 14424

Members Present	Members Excused
Mike Davis, Chair	Kelly Mittiga, Member
Andy Molodetz, Vice Chair	
Lewis Zulick, Treasurer	
Laura Pedersen, Secretary	Guests Present
Supervisor Jeff Gallahan, Member	Frank Imburgia
David Reh, Member	
Staff Present	Contract Staff
Mike Manikowski, Executive Director	Jim Coniglio, Underberg & Kessler
Michael Wojcik, CFO	Bill Weir, Nixon Peabody
Suzanne Vary, Staff	Justin Shaw, Dixon Schwabl
Melissa Doyle, Staff	John Hicks, McFarland Johnson
Diane Foster, Staff	

CALL TO ORDER: Chair, Mike Davis, called the meeting to order at 5:59 p.m. A quorum was present.

NEW BUSINESS:

Uniform Tax Exemption Policy (UTE) Revision: Mike Manikowski recapped on the Public Hearing that took place at 5:00 pm, April 25th, in regards to the amendment and re-adoption of the UTEP. He explained that the draft UTEP has been on the County website for the public to review. Invitations were sent via certified mail to every town, village, city and school district in Ontario County per counsel's recommendation with a return receipt requested so that there would be a record. A stenographer was hired to record the meeting to have a record of the Public Hearing meeting. He stated that he did not read the draft word for word, but reviewed proposed revisions, centering on the highlights. He mentioned Robin Johnson inquired about the affordable housing; her question was why the IDA would get involved when the companies can do that on their own with programs already offered by the state. Jim Coniglio expanded upon the explanation of the inquiry and its relevance to the Board. Mr. Manikowski reported that the trade

unions were present, representing the carpenters union and the sheet metal workers union. He noted that there were positive comments as well as comments directed toward the FedEx experience with labor coming from outside locations. He stated that he reviewed the deviations and criteria for deviations. It was noted about the concern of waivers finding a loop hole. It was stated that any waivers presented would need to go to the Board for approval. Mike Davis noted that with the diversity of Board members, any waiver reviews would be reviewed by well-informed Board members. He also said that most people he spoke with feel it is a step in the right direction.

Dave Reh made a motion to adopt the revised Uniform Tax Exemption Policy (UTEP). Andy Molodetz seconded the motion. Motion unanimously carried.

FSI Contractors – Victor Business Development Center: Suzanne Vary reviewed the project for FSI General Contractors, Inc. She explained that FSI wished to purchase the Victor Business Center located at 100 Rawson Road in Victor. They intend to renovate the building to keep and attract tenants. The renovations include a new roof, new signage, facade enhancements, site lighting, parking lot improvements and landscaping. They also will be adding a new second floor area and upgrading the HVAC system for a current tenant. Ms. Vary stated the project is a lease/leaseback with a total project cost of \$7.3 million, retaining 96 jobs and creating 6 new jobs. She stated that it meets all the requirements of the UTEP and it also meets the Agency's Strategic Plan. She stated that it is a little different than the normal PILOT agreement. She stated that whatever the sale/fair market price of the building is would be multiplied by the current tax rate and the resulting number would be held for ten years for real property taxes. It would not be a total exemption or a step-up. Mike Manikowski noted that it would not be a step down either. He explained that Frank Imburgia is requesting that he have stability in knowing what the real property taxes will be so that he can apply that to re-new tenants and get new tenants. Frank Imburgia reported that the property has been neglected and has been difficult to negotiate with the tenants. Imburgia thanked the Board for allowing him to be here. He noted that all their labor will be 100% local from our own and surrounding counties. Michael Wojcik reviewed the cost benefit report. He reported it has a 12.4:1 ratio.

Lew Zulick made a motion to approve the PILOT agreement for FSI General Contractors, Inc. for the Victor Business Development Center. Laura Pedersen seconded the motion. Motion unanimously approved.

Frank Imburgia exited the meeting at 6:16 pm.

OLD BUSINESS:

Airport Update: John Hicks of McFarland Johnson (MJ) explained to the Board that the documents passed out to the Board were for three different quotes for a new zero-turn lawn mower with a trade in of an older mower. He noted that now would be a good time to take advantage of the sales being offered for the season. He explained that the current Kubota mower is twelve years old. He is recommending the Ferris lawnmower over the John Deere or Kawasaki. He explained some of the qualities of the mower. Mr. Hicks explained that two mowers are sometimes running simultaneously, but the main reason is for back up. There was a brief discussion on how much grass, how long it takes to mow and the purpose of the purchase. Mr. Hicks recommended taking advantage of the price while there was still a sale. The Ferris is at a discounted price of \$10,500 with a \$3,500 trade in for the Kubota, totaling \$7,000. .

Dave Reh made a motion to approve the recommendation to purchase the Ferris lawnmower and trade in the Kubota as long as there was a need for it and it makes business sense. Jeff Gallahan seconded the motion. Motion unanimously approved.

John Hicks exited the meeting at 6:25 pm.

Airport Update:

Mike Manikowski explained that Jim Dolan was out of town and would not be able to present the Airport Update.

Airport Management: Michael Wojcik reported that a Request for Quote (RFQ) was posted for the Airport's engineering services. He explained that McFarland Johnson is the current company for engineering services. He stated that the Agency received three responses. Mr. Wojcik stated that they will bring the recommendations to the next Board meeting.

Airport Budget / Progress Report: Dave Reh inquired on how the Agency is doing with McFarland Johnson's billing rate. Michael Wojcik explained that 50% is right on track with the contract through September.

Jet-A Fuel Tank: Mike Manikowski shared a photo of the new fuel pup skids that have been installed. He stated that they are still anticipating a switch over to World Fuel on or about May 1, 2016. He said the marketing with Dixon Schwabl and MJ will commence as soon as the switch over happens.

Airport Master Plan Update: Mike Manikowski reported the first Master Plan Update Public Information Workshop is also scheduled for May 2nd, at 6:30 p.m. at the Town of Canandaigua offices and all are welcome and encouraged to attend.

Fixed Base Operator (FBO): Mike Manikowski reported that the partnership continues to move forward with Mercy Flight Central (MFC) as a Fixed Base Operator. He noted they are trying to recruit a corporate tenant for the Mercy Flight hangar, subject to approval with Paul Hyland.

Jim Coniglio informed the Board that he received a call last week from Jim Dolan about a potential developer that was interested in developing a hangar or two at the Airport. The developer was interested in retaining McFarland Johnson to do the engineering for the site. Mr. Coniglio explained that Jim Dolan was concerned about a potential conflict of interest. Mr. Coniglio stated that he assured Jim Dolan that he would present the concern before the Board. Mr. Coniglio stated that it was Mr. Dolan's desire to get it out on the table as soon as possible. Mike Manikowski recommended with the Board's approval to have MJ deny the request to the potential client. The Board agreed and instructed Counsel and the Executive Director to communicate the same to McFarland Johnson.

ADMINISTRATION:

Mike Davis explained that there was a request to change the June 27th OCIDA Board meeting. A discussion took place to change the date to June 20th.

Dave Reh made a motion to change the June 27th OCIDA Board meeting to June 20th. Andy Molodetz seconded the motion. Motion unanimously carried.

Attend Victor LDC Awards: Mike Manikowski explained that the request is for the annual Victor LDC Awards and that he and Suzanne Vary usually go to.
Jeff Gallahan made a motion to approve the purchase of the two tickets for Suzanne Vary and Mike Manikowski to attend the Victor LDC Awards on May 5th. Andy Molodetz seconded the motion. Motion unanimously carried.

March 28, 2016 Minutes: Mike Davis presented the March 28, 2016 Minutes for approval.
Andy Molodetz made a motion to approve the March 28, 2016 Minutes. Jeff Gallahan seconded the motion. Motion unanimously carried.

Invoices for payment: Michael Wojcik presented to the Board for approval, thirty-two invoices for payments totaling \$98,343.03; nineteen invoices totaling \$52,634.28 for the Airport and thirteen invoices for the Agency in the amount of \$45,708.75.
Andy Molodetz made the motion to approve the payments of the above referenced invoices and Laura Pedersen seconded the motion. Motion unanimously carried.

ADJOURNMENT: *Jeff Gallahan moved to adjourn the IDA meeting at 6:37 pm. Lew Zulick seconded the motion. Motion unanimously carried.*

Respectfully submitted,

Diane Foster