



## INDUSTRIAL DEVELOPMENT AGENCY

**Meeting Minutes**  
**Monday, June 25, 2018 Meeting**  
 Economic Development Conference Room  
 20 Ontario St  
 Canandaigua, NY 14424

<b>Members Present</b>	<b>Members Excused</b>
Mike Davis, Chairman	Kelly Mittiga
Dave Reh	
Laura Pedersen, Secretary	<b>Guests Present</b>
Lewis Zulick, Treasurer	Brian Young, Deputy County Administrator
Supervisor Jeff Gallahan	Bob Mincer
Andy Molodetz, Vice Chairman	
<b>Staff Present</b>	<b>Contract Staff</b>
Mike Manikowski, Exec. Dir.	Jim Coniglio, Underberg & Kessler
Michael Wojcik, CFO	Bill Weir, Nixon Peabody
Suzanne Vary, Staff	Zach Staff, McFarland Johnson
Brigitte Larson, Staff	John Hicks, McFarland Johnson

**CALL TO ORDER:** Chairman Mike Davis called the meeting to order at 5:05 p.m. A quorum was present.

**NEW BUSINESS:**

**Introduction of Bob Mincer:**

Mike Manikowski introduced Bob Mincer, Economic Development’s Strategic Asset Manager. He will be our Airport Manager as well as work on Foreign Trade Zone with the EDC, and also railroad managing and regulatory with the IDA. Bob has background in aviation and manufacturing. His official start date is July 9<sup>th</sup>.

**OLD BUSINESS:**

**Airport Update:**

John Hicks asked the Board if there were any questions on his reports that were given in the

meeting packet. There were no questions for John and he exited the meeting at 5:09 p.m. Zach Staff reviewed the airport's recently purchased snow removal equipment. He had said that it was from an airport in New Jersey and that it will last for quite some time, if properly maintained. Zach also mentioned that there have been some complaints regarding the helicopter traffic and National Guard training at night from some of the nearby residents. There is not much that can currently be done since the airport is available for public use and accepts FAA money.

**NYS DOT Grant application:**

Zach Staff spoke about the NYS DOT Grant that will be used to improve access roads at the airport. This would include paved roadways, street lighting, scissor gates, and coded entry. This is a 90/10 Grant meaning 90% of the cost would be funded from the NYS DOT and 10% would be funded by the IDA. The amount would be \$488,800.00.

*Supervisor Jeff Gallahan moved to approve the application. Laura Pedersen seconded the motion. Andy Molodetz confirmed the Aviation Committee voted in favor to approve the resolution. Unanimously approved. Motion carried.*

**FAA/NYS DOT Grant application for SRE Building:**

Zach Staff went over the FAA Grant for the Snow Removal Equipment Building construction. The building will be utilized for storing equipment and materials. This is a 90/5/5 Grant meaning 90% of the cost will be funded by the FAA, 5% will be funded by the IDA, and the other 5% will be funded by the NYS DOT. The total cost including general contractor, electrical contractor, and mechanical contractor, as well as construction administration expenses (to be performed by McFarland Johnson staff) is estimated at \$585,810.00. Construction is expected to start this fall. *Andy Molodetz moved to approve the resolution. David Reh seconded the motion. Andy Molodetz confirmed the Aviation Committee voted in favor to approve the resolution. Unanimously approved. Motion carried.*

**FAA/NYS DOT Grant application for Environmental Assessment:**

Zach Staff went over the FAA Grant to conduct an environmental assessment for the acquisition of avigation easements and on & off airport obstruction removal at the Canandaigua Airport. This includes nearby trees that are in or near the approach to the airport. This is a 90/5/5 Grant meaning 90% would be funded by the FAA, 5% funded by the IDA, and the other 5% would be funded by the NYS DOT. The amount would be \$77,790.00.

*Andy Molodetz moved to approve the resolution. Jeff Gallahan seconded the motion. Andy Molodetz confirmed the Aviation Committee voted in favor to approve the resolution. Unanimously approved. Motion carried.*

**Snow Removal Equipment Building:**

Zach Staff asked the Board to accept the bids for the SRE Building. The bid was out in April and we received bids in mid-May. At the time bids were received for the general contractor and the electrical contractor. The low bid for general contractor was submitted by Massa Construction out of Geneva for \$330,474.50. The low bid for electrical was submitted by Upstate Companies of Mount Upton for \$58,000.00. One bid was received for mechanical, Nairy Mechanical LLC of Webster for \$97,700.00. Overall, the bids totaled \$486,174.50 and were below the engineer's estimate. Zach explained that what we're looking for is approval of the resolution to award the bids, contingent on the receipt of approval from the FAA and award of grant.

*Supervisor Jeff Gallahan moved to approve the resolution. Laura Pedersen seconded the motion. Unanimously approved. Motion carried.*

**City of Canandaigua Presentation:**

Mike Manikowski explained that there was an informational IDA presentation at Wood Library in Canandaigua last month. It was a public presentation about all IDAs and how they work, what power they have, the complete process and strategic plan. There were about 40-45 people that attended the presentation. Mike commented that the team did a great job handling all questions and concerns, along with occasional criticism from the audience. Mike also said that it was worth the time and would be something to do again in the future.

Photos of Pinnacle North were shown to the group, as Phase II is underway.

**ADMINISTRATION:**

**April 23, 2018 Minutes:**

Mike Davis presented the April 23, 2018 Meeting Minutes for approval.

*Laura Pedersen made a motion to approve the April 23, 2018 minutes as presented. David Reh seconded the motion. Motion unanimously carried.*

**2017 Jobs Summary:**

Michael Wojcik presented the 2017 Jobs Summary spreadsheet to the Board. Letters were sent to companies if the job count was not on target. Multiple responses were received with various explanations as to why the target was not met. It was recommended by staff to terminate two projects, Buckingham Properties and Fishers Landing. Michael also stated that the report will be presented to the Ways and Means Committee, as well as the Planning and Environmental Quality Committee once approved by the Board.

*The Board unanimously approved the 2017 Job Summary Report.*

*Supervisor Jeff Gallahan made a motion to terminate the Buckingham Properties project. Andy Molodetz seconded the motion. Unanimously approved. Motion was carried.*

*Laura Pedersen made a motion to terminate the Fishers Landing project. Supervisor Jeff Gallahan seconded the motion. Unanimously approved. Motion was carried.*

**Invoices for payment:**

Michael Wojcik presented for approval, airport invoices for payment totaling \$40,426.51; Agency invoices totaling \$18,137.40 and total invoices in the amount of \$58,563.91.

*Andy Molodetz made the motion to approve the payments of the above referenced invoices. Laura Pedersen seconded the motion. Motion unanimously carried.*

**Financial Statements:**

Michael Wojcik presented the financial statements for May 2018.

*Supervisor Jeff Gallahan moved to approve the financial statements as presented. Andy Molodetz seconded the motion. Unanimously approved. Motion carried.*

*Lew Zulick arrived at 6:02 p.m.*

**ADJOURNMENT:**

*Lew Zulick made a motion to adjourn the IDA meeting at 6:03 p.m. Andy Molodetz seconded the motion. Motion unanimously approved.*

Respectfully submitted,

*Brigitte Larson*