



## INDUSTRIAL DEVELOPMENT AGENCY

**Meeting Minutes**  
**Monday, October 28, 2019 Meeting**  
 Economic Development Conference Room  
 20 Ontario Street, Canandaigua, NY 14424

<b>Members Present</b>	<b>Members Excused</b>
Mike Davis, Chairman	
Laura Pedersen, Secretary	
Lewis Zulick, Treasurer	
Don Culeton	<b>Guests Present</b>
Kelly Mittiga, Vice-Chair	Brian Young, Deputy County Administrator
Supervisor Jeff Gallahan	Adam Fay, First American Equipment Finance
Andy Molodetz	Anthony Ricci, First American Equipment Finance
	Fred Rainaldi, Jr., High Point 300
<b>Staff Present</b>	
Mike Manikowski, Exec. Dir.	
Suzanne Vary, Staff	<b>Contract Staff</b>
Michael Wojcik, CFO	Serena Compitello, Underberg & Kessler
Jessica Kazmark, Staff	Barry Carrigan, Nixon Peabody
Brigitte Larson, Staff	
Bob Mincer, Staff	

**CALL TO ORDER:** Chairman Mike Davis called the meeting to order at 5:01 p.m. A quorum was present.

**NEW BUSINESS:**

**High Point 300:**

Suzanne Vary presented the project checklist to the Board, explaining that it is a little different than in the past, project category and evaluation criteria, which is what needs to be considered when approving a project. High Point 300 will be a \$23 million project to include a 150,000 ft<sup>2</sup> building. The building will be four stories and have underground parking, located near CooperVision and Constellation headquarters. Suzanne noted that the project does meet all criteria, and that there will be 265 FTEs retained, while another 19 will be created. It was discussed that the tenant, First American Equipment Finance, no longer has space at their current location at Woodcliff. Suzanne also indicated that a public hearing for the project did take place last week in Victor. At the public hearing multiple residents showed concern about how the project will impact traffic in the town and village of Victor.

Supervisor Jeff Gallahan commented on how Victor has a comprehensive plan in place. It was discussed that this phase was approved by the Town in 2005 and that this is third and final phase of the High Point properties. The jobs have a salary average of \$121,000 and 74% of their employees are millennials. Another concern brought up at the public hearing was that it was scheduled for 9:00 am. Much of the public feels as though it should be at a later time after the work day so more individuals can attend. It was also discussed that there were no Board Members present and that changing the time of public hearings in the future could also accommodate that concern as well.

Fred Rainaldi, Jr. communicated to the Board that the traffic patterns were heavily studied upon the development of High Point properties. Fred reiterated that safety is top priority and that sufficient parking will be included.

Michael Wojcik presented the cost benefit analysis.

*Kelly Mittiga made a motion to approve the resolution to induce and authorize the High Point 300 project. Supervisor Jeff Gallahan seconded the motion. Unanimously approved. Motion carried.*

Fred Rainaldi, Jr., Adam Fay and Anthony Ricci exited the meeting at 5:16 p.m.

#### **OLD BUSINESS:**

##### **Local labor conform with Labor Maps:**

Suzanne Vary stated that currently the UTEP specifies 80 percent local labor, drawn from Ontario County and the surrounding five counties. This amendment would update the UTEP to include Schuyler, Chemung and Steuben counties in the draw area.

Serena Compitello confirmed that a public hearing is not necessary with this type of amendment. *Supervisor Jeff Gallahan made a motion to approve the amendment of the UTEP. Andy Molodetz seconded the motion. Unanimously approved. Motion carried.*

##### **Airport Update:**

Bob Mincer explained to the Board that the Airport Committee met at the airport last week. The committee reviewed project progress and went over floor plans and options for the new terminal building. The Snow Removal Equipment building was delayed a few weeks but is nearly complete. Fuel sales have been consistent with the last few years and coincide with the airport volume at this time. Airport maintenance will be making the seasonal switch with a last mow before first snowfall. Bob reminded the Board of the broom that was acquired last year, stating that it will most likely be used as the primary snow removal tool this year. Bob also spoke to the Board about the fencing around the perimeter of the airport and Mercy Flight Central. Bob will be requesting Board approval to split the cost of the fencing with MFC with the IDA's portion equaling to about \$9000. It was discussed on whether or not the amount was originally budgeted and that there are grant obligations related. The fencing will also help wildlife management at the airport.

*Supervisor Jeff Gallahan made a motion to approve Bob's request to split the fencing cost with Mercy Flight Central. Andy Molodetz seconded the motion. Unanimously approved. Motion carried.*

Supervisor Jeff Gallahan commented on how great the airport looks and operates since Bob has taken over as Airport Manager last year.

**Hamlin Amended Lease:**

Bob reminded the Board of the lease of a hangar one that is currently with George Hamlin. George would like to amend the lease terms and have the lease assigned to Howard Van Bortel of Van Bortel, Inc. The lease will be extended through 2051 and the terms were negotiated between Bob, Howard and George. Bob stated he is comfortable with the amended terms of the lease and that Jim Coniglio was involved every step of the way.

*Don Culeton made a motion to accept the lease amendment. Lew Zulick seconded the motion. Unanimously approved. Motion carried.*

*Supervisor Jeff Gallahan made a motion to approve the lease assignment. Kelly Mittiga seconded the motion. Unanimously approved. Motion carried.*

**ADMINISTRATION:**

**2020-2023 Budget:**

Michael Wojcik presented the 2020 Agency budget to the Board. It was discussed that starting in January all IDA Board meetings will need to be live-streamed and also available and retained on the website. This will also apply to committee meetings and any public hearings. Due to this unfunded State mandate, \$10,000 has been allocated annually for these services. It was discussed that due to AV capabilities, the OCIDA's Board meetings may be moved to The Hurley Building which is located on Saltonstall Street in Canandaigua. Staff has been working with Finger Lakes Television to assist with the transition.

*Andy Molodetz made a motion to approve the 2020 Agency budget. Laura Pedersen seconded the motion. Unanimously approved. Motion carried.*

Michael and Bob presented the 2020 Airport budget. The largest expenses are maintenance for the airport. Depreciation was also a topic of discussion. It was also suggested that a business plan for the airport may be necessary.

Andy Molodetz and Don Culeton volunteered to work with Bob on a business plan for the Airport.

*Kelly Mittiga made a motion to approve the 2020 Airport budget. Laura Pedersen seconded the motion. The resolution was approved with six votes in favor and one opposed. Motion carried.*

**September 23, 2019 Minutes:**

Mike Davis presented the September 23, 2019 Meeting Minutes for approval.

*Laura Pedersen made a motion to approve the September 23, 2019 minutes as presented. Don Culeton seconded the motion. Motion unanimously carried.*

**September Financial Statements:**

Michael Wojcik presented the August financials to the Board.

*Supervisor Jeff Gallahan made a motion to approve the August Financial Statements as presented. Andy Molodetz seconded the motion. Unanimously approved. Motion carried.*

**Invoices for payment:**

Michael Wojcik presented for approval, airport invoices for payment totaling \$171,548.13; Agency invoices totaling \$25,681.75 and total invoices in the amount of \$197,229.88. Bob Mincer clarified the airport related invoices.

*Lew Zulick made a motion to approve the above referenced invoices for payment. Laura Pedersen seconded the motion. Unanimously approved. Motion carried*

**ADJOURNMENT:**

*Laura Pedersen made a motion to adjourn the IDA meeting at 6:36 p.m. Andy Molodetz seconded the motion. Motion unanimously approved.*

Respectfully submitted,

*Brigitte Larson*