



ECONOMIC DEVELOPMENT CORPORATION

Tuesday, November 12, 2019

<b>Board Members Present</b>	<b>Board Members Excused</b>
Robert Solenne, Chair	Erica Wright
Karen Parkhurst	Kevin Hill, Treasurer
Joseph Bridgeford, Vice Chair	Supervisor Dan Marshall
Supervisor Fred Lightfoote	David Bunnell, Secretary
Karen Springmeier	Supervisor Fred Wille
Walt Matyjas	
	<b>Guests</b>
	Brian Young, Deputy County Administrator
	Maureen Ballatori, 29 Design Studio
	Sage Gerling, City Manager, City of Geneva
<b>Non-Board Members Present</b>	
Mike Manikowski, Executive Director	<b>Contract Staff</b>
Suzanne Vary, Staff	Jim Coniglio, Underberg & Kessler (via phone)
Michael Wojcik, CFO	
Jessica Kazmark, Staff	
Brigitte Larson, Staff	
Bob Mincer, Staff	

**CALL TO ORDER:** Robert Solenne called the meeting to order at 8:29 a.m. A quorum was present.

**NEW BUSINESS:**

**Port 100:**

Mike Manikowski introduced Maureen Ballatori and Sage Gerling.

Maureen is owner of 29 Design Studio, a marketing company that operates out of Port 100. Port 100 is currently the only co-working space in Ontario County. It is located in Downtown Geneva and was started by the City of Geneva in 2016. It was created as an economic development venture to support entrepreneurship and has been home to more than 30 businesses since its opening. Port 100 offers area made up of 12 permanent desks, lounge areas, and also a small area to be used for events or gatherings at a low monthly cost for entrepreneurs. Maureen stated there are currently 6 permanent desks being used and 6 virtual memberships. Currently, Port 100 brings in about \$20,100 annually, yet expenses are estimated at \$30,000. Port 100 will also be working with Hobart and William Smith Colleges on a Marketing Accelerator program in which over six weeks participants will be grouped and paired with a local enterprise to work on marketing principles. At the end of the six week program the groups will present to a panel of local experts and public audience. It was also discussed that the Solar Village, a \$34 million

project, will be partnering with Port 100 exclusively. Maureen is asking for OCEDC assistance in the amount of \$30,000 over the course of three years. It was discussed that the City of Geneva has been contributing to fund Port 100 since 2016 but will not be in 2020. Starting January 1<sup>st</sup>, Maureen will be taking over the lease and forming an LLC for the co-work space.

Mike Manikowski and Jim Coniglio mentioned that the request could potentially be structured as a forgivable loan with milestones, but will be up to the discretion of the Board after the request is discussed by the Small Business Committee.

*Karen Parkhurst made a motion to refer the Port 100 request to the Small Business Committee. Walt Matyjas seconded the motion. Unanimously approved. Motion carried.*

### **OLD BUSINESS:**

#### **OCR Grant Update:**

Mike Manikowski indicated that a memo from Harry Sicherman was included in the meeting packet and asked if there were any questions. It was discussed that \$450,000 has been distributed to Real Eats.

#### **Agreement between Ontario County & OCEDC for Pactiv:**

Jim Coniglio reviewed the agreement between Ontario County and the OCEDC for Pactiv's grant. Jim explained that the Board needs to give authority to Mike Manikowski to sign the agreement.

*Supervisor Fred Lightfoote made a motion to approve Mike Manikowski to sign the agreement. Joe Bridgeford seconded the motion. Unanimously approved. Motion carried.*

### **ADMINISTRATION:**

#### **October 8, 2019 Minutes:**

Rob Sollenne presented the October 8, 2019 minutes for approval as presented.

*Supervisor Fred Lightfoote made a motion to approve the October 8, 2019 minutes as presented. Joe Bridgeford seconded the motion. Motion carried.*

#### **Invoices for payment:**

Michael Wojcik reviewed and submitted the invoices for payment for approval, which included 4 invoices totaling \$13,616.94.

*Karen Springmeier made a motion to approve the invoices for payment. Joe Bridgeford seconded the motion. Motion unanimously carried.*

#### **October Financial Statements:**

Michael Wojcik presented the October Financial Statements to the Board.

*Walt Matyjas made a motion to approve the October Financials, seconded by Supervisor Fred Lightfoote. Unanimously approved. Motion carried.*

### **ADJOURNMENT:**

*Karen Parkhurst made the motion to adjourn the meeting at 9:15 a.m. Walt Matyjas seconded the motion. Motion unanimously carried.*

Respectfully submitted,

*Brigitte Larson*, Staff