



ECONOMIC DEVELOPMENT CORPORATION

Tuesday, February 14, 2023

Board Members Present	Board Members Excused
Robert Solenne, Chair	Erica Wright, Vice Chair
Joseph Bridgeford	Supervisor Fred Lightfoote
Karen Parkhurst	Supervisor Peter Ingalsbe
Lynn Freid	
Walt Matyjas	
David Linger	
Supervisor Fred Wille	
Kevin Hill, Treasurer	<b>Guests</b>
	Alissa Bub, Deputy County Administrator
	Jim Armstrong, Fairweather Consulting
<b>Non-Board Members Present</b>	
Ryan Davis, Executive Director	<b>Contract Staff</b>
Suzanne Vary, Staff	Ed Russell, Underberg & Kessler
Jessica Kazmark, Staff	
Brigitte Larson, Secretary	
Bob Mincer, Staff	
Michael Wojcik, CFO	

**CALL TO ORDER:** Rob Solenne called the meeting to order at 8:31 a.m. A quorum was present.

**OLD BUSINESS:**

**Infrastructure Roundtable:**

Ryan Davis explained that a roundtable discussion was held at FLCC yesterday regarding the water infrastructure needs in Ontario County. Representatives from local municipalities were present, including Victor, Farmington, Hopewell, Bloomfield, Seneca, Town of Canandaigua and City of Canandaigua. County representatives included Economic Development, Planning and County Administrator. Ryan shared that presentations were done by the MRB Group, Greater Rochester Enterprise and the Chamber of Commerce. Ultimately there is a water capacity matter that requires an action plan. Notes from the discussion will be sent out in the next few days.

**ESD Tour of Ontario County:**

Ryan shared that in early January representatives from Empire State Development (ESD) visited Ontario County and toured the area. The tour consisted of a “windshield tour” from Canandaigua to Geneva. ESD was welcomed to tour the Geneva Tech Farm as well as The Solar Home Factory. Ontario County Administrator Chris DeBolt and Deputy County Administrator

Alissa Bub were also introduced to the ESD representatives along with Manchester Town Supervisor Dave Phillips. Ryan explained that the visit also included a trip to Akoustis and a site visit of the Manchester Roundhouse and Leonard's Express. The intersection of Routes 14 and 96 were also shown in the "windshield tour" to demonstrate the need of improvements as the eastern gateway of Ontario County. Ryan also stated the ESD would like to plan another visit and may also be interested in hosting one of their meetings at FLCC.

**Visit Ontario County Safely Grants/EDC Advance Grant funds:**

Suzanne Vary shared that the remaining grant agreements are going out and that Ostrander's Consulting is going through applications that may be able to request some unclaimed funds from the last draw. It was clarified that all paperwork is needed from businesses by the end of May, with the draw deadline approaching at the end of June.

**ADMINISTRATION:**

**Real Estate Update:**

Jim Armstrong explained that his project was designed to quantify what industrial and commercial properties are available in Ontario County. Properties are available to view through the Greater Rochester Enterprise website but have required some upkeep and editing. Jim shared that he began with 55 listings but removed 20 that were outdated. Currently there are 98 properties that have been listed with updated information. Jim's original estimate for the project was \$7,500, however; the actual cost came to about \$5,500. Jim would like to continue this project for 2023.

Ryan Davis shared that the IDA has agreed to pay half of Jim's project for 2023, estimated at \$6,500.

*Lynn Freid made a motion to approve funding half of Jim's real estate database project for 2023. Kevin Hill seconded the motion. Unanimously approved. Motion carried.*

**December 13, 2022 Meeting Minutes:**

Rob Sollenne presented the December 13, 2022 Meeting Minutes for approval.

*Joe Bridgeford made a motion to approve the December 13, 2022 Meeting Minutes as presented.*

*Karen Parkhurst seconded the motion. Unanimously approved. Motion carried.*

**Annual Report:**

Ryan Davis and Suzanne Vary shared that they'd like to work with Maureen Ballatori's business, 29 Design Studio for the Annual Report. Ryan believes it will bring a fresh look while also meeting requirements for included information. The OCIDA will split the cost of \$9,000.

Suzanne Vary commented on how the businesses has gotten many positive remarks.

*Karen Parkhurst made a motion to approve funding for half of the Annual Report. Supervisor Fred Wille seconded the motion. Unanimously approved. Motion carried.*

**Ontario County Housing:**

Ryan Davis and Deputy County Administrator Alissa Bub indicated that the Housing Study is still in the survey portion of the process and have received over 800 responses. Results of the study may be available by summer. The hired firm has been conducting interviews with Supervisors and other involved parties.

Supervisor Fred Wille commented that the interview process has been pleasant and informative.

Karen Parkhurst commented that representatives on both sides have been doing a wonderful job so far.

**NYS EDC Conference:**

Ryan Davis will be attending the Annual NYSEDC Conference in Albany in two weeks. Staff is requesting that the OCEDC fund the hotel and event costs, estimated at \$550.

*Lynn Freid made a motion to approve the request. Kevin Hill seconded the motion. Unanimously approved. Motion carried.*

**Invoices for Payment:**

Rob Sollenne reviewed and submitted the invoices for payment for approval, which included 16 invoices totaling \$49,606.52.

*Karen Parkhurst made a motion to authorize and approve the above-mentioned invoices for payment. Dave Linger seconded the motion. Unanimously approved. Motion carried.*

**Informational Reports:**

**Financial Statements and Investment Report:**

Michael Wojcik presented the updated Financial Statements and Investment Report. There were no questions on the reports.

*Kevin Hill made a motion to approve the Financial Statements and Investment Report as presented. Walt Matyjas seconded the motion. Unanimously approved. Motion carried.*

**Open Discussion:**

Suzanne Vary thanked the Board for participating in the Annual Board Survey which is required by the ABO. Results will be presented at the next meeting.

Joe Bridgeford announced that he would not be renewing his term, ending in March. A Governance Committee will need to be scheduled to discuss recommendations for filling the vacancy.

It was also recommended by Staff that the March meeting be pushed back one week to the 21<sup>st</sup>. This will allow the auditors to complete the necessary documents that will be presented at the Annual EDC Meeting.

**ADJOURNMENT:**

*Joe Bridgeford made a motion to adjourn at 9:20 a.m. Karen Parkhurst seconded the motion. Unanimously carried.*

Respectfully submitted,

*Brigitte Larson, Staff*