



## INDUSTRIAL DEVELOPMENT AGENCY

### Meeting Minutes Monday, April 24, 2023 Meeting

Members Present	Members Excused
Mike Davis, Chairman	
Andy Molodetz	
Amanda McDonald	
Deb Brown	Guests Present
Brian Kolb	Alissa Bub, Deputy County Administrator
Lew Zulick, Treasurer (via Zoom)	Bret Garwood, Home Leasing
Supervisor Dan Marshall	Chris Schubert, Canandaigua Air Center
	Kevin Reynolds, Canandaigua Air Center
Staff Present	Dan Miller, Canandaigua Air Center
Ryan Davis, Executive Director	
Michael Wojcik, CFO	
Suzanne Vary, Staff	Contract Staff
Brigitte Larson, Secretary	Barry Carrigan, Nixon Peabody
Bob Mincer, Staff	Ed Russell III, Underberg & Kessler
Jessica Kazmark, Staff	

**CALL TO ORDER:** Chair Mike Davis called the meeting to order at 5:02 p.m. A quorum was present.

#### **OLD BUSINESS:**

##### **Factory 243 Phase II:**

Ryan Davis and Suzanne Vary shared that a public hearing for Phase 2 of Factory 243 was held last week. There was one comment of opposition, where the individual did not find the cost-benefit analysis to have enough information. She also expressed that she felt as though the local benefit was overstated in the report. Sue stated that the project is not a deviation from the Agency's UTEP and is acceptable under General Municipal Law.

Michael Wojcik presented the cost benefit analysis, stating that the \$13.7 million project has an overall benefit to cost ratio of 3:1. This project will add 43 market rate rentals to an area that has an immediate need for housing and will result in 1.5 FTEs.

*Andy Molodetz made a motion to authorize and induce the resolution for Factory 243 Phase II. Amanda McDonald seconded the motion. Unanimously approved. Motion carried.*

## **ADMINISTRATION:**

### **March 27, 2023 Minutes:**

Mike Davis presented the March 27, 2023 Meeting Minutes for approval.

*Andy Molodetz made a motion to approve the March 27, 2023 minutes as presented. Amanda McDonald seconded the motion. Motion unanimously carried.*

### **Invoices for payment:**

Michael Wojcik presented for approval, airport invoices for payment totaling \$47,421.46; Agency invoices totaling \$49,177.33 and total invoices for \$96,598.79. Bob Mincer clarified the airport related invoices.

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

### **Department Update and other IDA programs:**

#### **County Housing Study:**

Ryan shared that the survey has been completed by Urban Partners and the draft presentation is included in the packets. Key points in the study include that Ontario County is one of only two counties that has shown growth in the last few years. Also that home prices have increased 38% and that about 55% of current renters would like to own their own home in the next few years. Concerns include the lack of available housing but high prices. Next steps include workshop presentations for developers, housing advocate groups and municipality representatives. Urban Partners will be presenting to each group and will address any questions or concerns. IDA members are encouraged to participate in one of these workshops and will receive an invitation via email. An agenda will be finalized and sent out in the near future.

Ryan and Sue presented handouts summarizing other programs offered in Monroe County as well as an article about the Geneva IDA. It was discussed that the OCIDA's UTEP will need to be updated. First step will be a Governance Committee meeting to begin the process.

#### **Shelter Rent:**

Suzanne Vary introduced Bret Garwood of Home Leasing to speak about the shelter rent program that is offered at some senior living and family affordable housing. Shelter rent is a tax abatement program for low-income or student housing in which PILOT payments are determined using a formula of gross rents collected, less utilities, times 10%. Allowable project types are new building construction or renovation projects for student housing or affordable housing within certain guidelines.

#### **Solar Village:**

Barry Carrigan stated that Solar Village in Geneva may have a new buyer and would like to convert the project to affordable housing. This would deviate from the IDA's UTEP, leading to the need to hold a public hearing. The public hearing will be held in Geneva and an updated cost benefit analysis will be available for the project.

*Deb Brown made a motion to authorize a Public Hearing for Solar Village's UTEP deviation. Supervisor Dan Marshall seconded the motion. Unanimously approved. Motion carried.*

#### **Questions on Reports:**

#### **Airport Update:**

There were no questions on Bob's Airport Update Report.

*Andy Molodetz made a motion to approve and accept the Airport Update as presented. Amanda McDonald seconded the motion. Unanimously approved. Motion carried.*

**Airport Economic Impact Study:**

Ryan Davis presented the final draft of the Airport Economic Impact Study. The Board questioned what the next step is now that the report is complete. Ryan plans to share the findings with the County Administrator and Deputy County Administrator and discuss it, followed by a presentation to the P&EQ Committee.

**Task Order #6:**

Bob Mincer presented Task Order #6 from McFarland Johnson. This is to authorize McFarland Johnson to perform administration and inspection for the tree clearing project. The project is estimated at \$68,000.

*Deb Brown made a motion to authorize Task Order #6. Amanda McDonald seconded the motion. Unanimously approved. Motion carried.*

**Executive Session:**

*At 5:45 p.m. Andy Molodetz made a motion to enter Executive Session, to discuss proposed, pending, or current litigation. Amanda McDonald seconded the motion. Unanimously carried.*

*At 6:01 p.m. Amanda McDonald made a motion to exit Executive Session, seconded by Andy Molodetz. Unanimously carried.*

No action taken.

**Financials:**

Michael Wojcik presented the updated Financials.

*Amanda McDonald made a motion to accept and approve the Financial Statements. Deb Brown seconded the motion. Unanimously approved. Motion carried.*

**Petty Cash:**

Michael explained that the petty cash has not been used in the past few years and would like to close it out.

*Supervisor Dan Marshall made a motion to authorize the closeout of Petty Cash. Andy Molodetz seconded the motion. Unanimously approved. Motion carried.*

**ADJOURNMENT:**

*Andy Molodetz made a motion to adjourn the IDA meeting at 6:09 p.m. Amanda McDonald seconded the motion. Motion unanimously approved.*

Respectfully submitted,

*Brigitte Larson*