



INDUSTRIAL DEVELOPMENT AGENCY

Meeting Minutes Monday, May 22, 2023 Meeting

Members Present	Members Excused
Mike Davis, Chairman	
Andy Molodetz	
Amanda McDonald	
Deb Brown	Guests Present
Brian Kolb	Zach Staff, McFarland Johnson
Lew Zulick, Treasurer	Chris Schubert, Canandaigua Air Center
Supervisor Dan Marshall	Kevin Reynolds, Canandaigua Air Center
	Dan Miller, Canandaigua Air Center
Staff Present	Daniel Balangski, McFarland Johnson
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 5:03 p.m. A quorum was present.

OLD BUSINESS:

Tenant at High Point 200:

Ryan Davis and Suzanne Vary presented a letter from Fred Rainaldi, Jr. regarding the prospective tenant at High Point 200. The Company is NY Life and would be moving from Woodcliff. A Tenant-Agency Compliance Agreement will need to be approved by the Board to move forward.

Lew Zulick made a motion to approve the Tenant-Agency Compliance Agreement. Andy Molodetz seconded the motion. Unanimously approved. Motion carried.

NEW BUSINESS:

Procedures for Notification to Affected Taxing Jurisdictions:

Barry Carrigan explained that the new procedures need to be accepted and adopted by the Board. This includes both options of notification to the affected taxing jurisdictions.

Supervisor Dan Marshall made a motion to accept and adopt the updated procedure regarding notifying affected taxing jurisdictions. Lew Zulick seconded the motion. Unanimously approved. Motion carried.

ADMINISTRATION:

April 24, 2023 Minutes:

Mike Davis presented the April 24, 2023 Meeting Minutes for approval.

Andy Molodetz made a motion to approve the April 24, 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 \$75,712.48; Agency invoices totaling \$118,403.16 and total invoices for \$194,115.64. Bob Mincer clarified the airport related invoices.

Andy Molodetz made a motion to approve the above referenced invoices for payment. Deb Brown seconded the motion. Unanimously approved. Motion carried.

County Housing Study:

Ryan spoke about the housing study and forwarded on comments from the workshops (advocates, developers and municipalities) prior to today's meeting for the review. The final draft should be available for review by end of summer and will be available on the website. Ryan shared that at the workshops there were many attendees representing all parts of the County. Topics at the workshops included affordability as well as availability of housing. Senior living and first-time home buyer programs were also discussed at the workshops.

Shelter Rent was briefly discussed. Developers are being made aware of the program.

Questions on Reports:

Airport Update:

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

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

Bid Presentation:

Ryan Davis and Bob Mincer introduced Zach Staff from McFarland Johnson. Zach explained that bids were opened last week for the Access Road project as well as the General Aviation Terminal.

Zach began by sharing that the Access Road improvements were recommended in the Master Plan update for the Airport. The Grant Application was submitted to the NYSDOT in August of 2020 and the grant was received in 2022. Zach stated that there were six bids received for the project, the low bidder being a company out of Palmyra. Additional specs included landscaping, an entrance sign and paved areas. Zach explained that the total construction budget is \$849,260. This amount is remaining after the engineering budget for design and construction administration for the project. The base bid came in at \$754,900 and all alternates included would be \$889,800, considerably overbudget. Zach indicated that the next steps would be to award the base bid and choose necessary alternates that are within budget, most likely to be presented to the Board at the next meeting.

Zach then continued to the Terminal project stating that it was also recommended in the Master Plan update for the Airport. The Grant application was submitted to the NYSDOT in May of 2017 and received in late 2018. Initial bids were received in July 2021 but were not awarded due to lack of funding and exceeding the budget. Through the FAA Bipartisan Infrastructure Law (BIL) and the Airport Infrastructure Grants (AIG), additional funding was identified in the amount of \$501,110, bringing the overall project budget to \$1,830,258. Alternates for the project include landscaping, patio and kitchen upgrades, as well as furnishing the Pilot restroom. Zach compared the bids from 2021 and ones received in 2023 demonstrating that the electrical, plumbing and mechanical costs have increased even more. The following three options were presented:

1. Award base bid only, resulting in a local share of \$193,192.
2. Award base bid and add alternates, local share of \$197,433.
3. Discontinue pursuit of GA Terminal, resulting in \$160,852 owed back

Zach also stated that the IDA can request an extension, as long as progress is shown. This will require a letter and can be sent toward the end of the year, requiring no action immediately.

Ryan informed the Board that he will be presenting the Airport Economic Impact Study to the County Administrator's office.

Airport Tour/June Meeting:

Ryan proposed that the Board meet at the Airport an hour prior to the next meeting for an updated tour. The next meeting is scheduled for June 26th.

Executive Session:

At 5:56 p.m. Andy Molodetz made a motion to enter Executive Session, to discuss a possible real estate transaction. Lew Zulick seconded the motion. Unanimously carried.

At 6:13 p.m. Supervisor Dan Marshall made a motion to exit Executive Session, seconded by Andy Molodetz. Unanimously carried.

No action taken.

Bob Mincer informed the Board that June 27th there will be a picnic at the airport for an FAA presentation. He requested assistance with refreshments for the event.

Supervisor Dan Marshall made a motion to authorize up to \$300 for the airport event. Deb Brown seconded the motion. Motion unanimously carried.

Financials:

Michael Wojcik presented the updated Financials.

Lew Zulick made a motion to accept and approve the Financial Statements. Deb Brown seconded the motion. Unanimously approved. Motion carried.

Before adjourning the meeting, Ryan shared a few highlights of his first year as the Economic Developer for Ontario County and the Executive Director of the OCIDA. Ryan shared that there have been two new board members welcomed, four public hearings as well as a solar eclipse event in the works.

ADJOURNMENT:

Andy Molodetz made a motion to adjourn the IDA meeting at 6:30 p.m. Amanda McDonald seconded the motion. Motion unanimously approved.

Respectfully submitted,

Brigitte Larson