



ECONOMIC DEVELOPMENT CORPORATION

Tuesday, September 14, 2021

Board Members Present	Board Members Excused
Robert Solenne, Chair	David Bunnell, Secretary
Joseph Bridgeford	Walt Matyjas
Supervisor Peter Ingalsbe (via Zoom)	Kevin Hill, Treasurer
Supervisor Fred Lightfoote	
Karen Parkhurst	
Lynn Freid (via Zoom)	Guests
Erica Wright, Vice Chair	Brian Young, Deputy County Administrator
Supervisor Fred Wille	Ethan Fogg, Canandaigua Chamber of Commerce
Non-Board Members Present	
Mike Manikowski, Executive Director	
Suzanne Vary, Staff	
Bob Mincer, Staff	Contract Staff
Michael Wojcik, Staff	Ed Russell III, Underberg & Kessler (via Zoom)
Brigitte Larson, Staff	

CALL TO ORDER: Chair Rob Solenne called the meeting to order at 8:30 a.m. A quorum was present.

NEW BUSINESS:

Canandaigua Chamber of Commerce:

Suzanne Vary introduced Ethan Fogg, President of the Canandaigua Chamber of Commerce.

Ethan Fogg began by informing the Board that the Canandaigua Chamber of Commerce was founded 111 years ago, covers six counties and has around 500 members. Ethan continued to share that co-work spaces have been in demand, especially since the onset of the COVID-19 pandemic. Ethan presented the vision for a vibrant coworking space in the center of downtown Canandaigua, to be named Studio113. The space will be located at 113 South Main Street and include two floors consisting of offices and conference rooms. Offices will allow tenants to meet clients while providing privacy and confidentiality. Ethan also shared that Studio113 already has three lease tenants and has been working with Maureen Ballatori of Port100, a co-workspace in Geneva. Ethan presented preliminary layouts of the two floors and clarified that internet will be included in the leases with tenants providing their own computers.

Ethan stated that the Chamber is asking for OCEDC assistance in the form of a \$40,000 forgivable loan. This amount was determined to be sufficient by staff. The total cost of Phase Two of the project is estimated to be between \$200,000 and \$250,000. This will include the buildout and furnishing of unused interior space. Ethan also welcomed any members to tour the space if they would like.

Supervisor Fred Wille made a motion to refer the forgivable loan request to the Finance Committee. Erica Wright seconded the motion. Unanimously approved. Motion carried.

Ethan Fogg exited the meeting at 8:59 a.m.

Select Fabricators:

Suzanne Vary reminded the Board of Select Fabricators. The Company is currently located in a leased space on North Road in Canandaigua, and plan to move their operations to a larger building in Victor. The new 42,000 ft² building is located on Framark Drive in Victor and is also the former Premier Packaging space. The project is estimated at \$2.15 million and Select Fabricators is requesting OCEDC assistance in the amount of \$215,000. Currently, the Company has a total of 20 FTEs and projects to create 4 more over the next three years.

Michael Wojcik presented the projections and stated that it is a strong loan with sufficient collateral.

Karen Parkhurst shared that the Finance Committee discussed the request and recommend approval to the full Board.

Supervisor Peter Ingalsbe made a motion to approve a loan to Select Fabricators in the amount of \$215,000, contingent on the following terms:

- *The term of the \$215,000 loan requested is requested to be 10 years (120 months) at 75% of prime rate on the date of closing or 3.00%, whichever is higher.*
- *Second mortgage interest behind ESL Federal Credit Union.*
- *Second security interest behind ESL Federal Credit Union.*
- *Personal guarantee of the two owners, Andrew Pluta (50%) and Timothy Ansaldi (50%).*
- *An aggregate of \$215,000 of life insurance on either or both of the key active owners, Andrew Pluta and Timothy Ansaldi, for the loan amount with the borrower responsible for all premiums and ensuring that the policy remains in force for the life of the loan. The insurance may be decreased during the life of the loan but never below the existing loan balance.*
- *Semi-annual (June and December) compiled statements or better due 30 days following the close of the month.*
- *Copy for federal tax return - Form 1120S, if financial statements provided are compiled. No tax returns due if financial statements provided are reviewed or audited.*
- *Employment reporting due at the end of January and July of each year the loans are outstanding.*

Supervisor Fred Lightfoote seconded the motion. Unanimously approved. Motion carried.

Zoetek Medical:

Suzanne Vary indicated that the request from Zoetek Medical was discussed by the Finance Committee. The request would be in the form of a forgivable loan to assist in training costs for 5 technicians on servicing ventilators and sterilization equipment. The Finance Committee recommended a forgivable loan for half of the training cost, which would amount to \$14,533.75.

The training would be completed by December 31st and allow the Company to compete in the market while also offering a necessary expertise during the ongoing pandemic.

It was discussed that the budget for forgivable loans may need to be amended as to allow for more than \$24,000 a year.

Joe Bridgefjord made a motion to fund the forgivable loan for Zoetek Medical to total 50% of the cost of training. Karen Parkhurst seconded the motion. Unanimously approved. Motion carried.

Finger Lakes Goods:

Suzanne Vary explained that the Finance Committee met to discuss Finger Lakes Goods. The Committee requested additional information from the applicant, Jim Cecere. Staff has since then met with Sage Gerling and Adam Blowers from the City of Geneva, as well as Harry Sicherman. After discussion, it has been recommended that Jim Cecere raise more capital, then repackage and resubmit.

OLD BUSINESS:

CDBG CARES Act funding:

Suzanne Vary stated that this funding would be used for the hospitality and tourism sector, with the help of Valerie Knoblauch at the Finger Lakes Visitors Center. The County authorized an application for the funds and has been awarded \$1 million. Ontario County will also look into hiring a private consultant to meet with small businesses to discuss their best options for assistance depending on their needs.

ADMINISTRATION:

August 10, 2021 Minutes:

Rob Sollenne presented the August 10, 2021 minutes for approval.

Supervisor Fred Lightfoote made a motion to approve the August 10, 2021 minutes as presented.

Erica Wright seconded the motion. Motion carried.

Invoices for Payment:

Michael Wojcik reviewed and submitted the invoices for payment for approval, which included 1 invoice totaling \$5,939.50.

Supervisor Fred Wille made a motion to approve the invoices for payment. Karen Parkhurst seconded the motion. Motion unanimously carried.

Questions on Informational Reports:

Financial Statements & Investment Report:

Supervisor Fred Lightfoote made a motion to block and approve the Financial Statements and Investment Report as presented. Erica Wright seconded the motion. Unanimously approved. Motion carried.

Open Discussion:

It was discussed that Real Eats is doing quite well and will begin moving to the old Cheribundi building in the Town of Geneva. The Company is also looking into applying for additional CDBG funding.

Karen Parkhurst shared that Mike Manikowski had recommended speaking to Ryan Wallace, from the Solar Factory in Geneva; regarding the affordable housing project in Canandaigua.

Karen explained that Ryan has been meeting with the Town and is bringing a great knowledge to the project.

ADJOURNMENT:

Supervisor Fred Wille made a motion to adjourn at 9:27 a.m. Joe Bridgeford seconded the motion. Unanimously carried.

Respectfully submitted,

Brigitte Larson, Staff