



ECONOMIC DEVELOPMENT CORPORATION

Tuesday, November 8, 2022

Board Members Present	Board Members Excused
Robert Sollenne, Chair	Karen Parkhurst
Erica Wright, Vice Chair	Supervisor Fred Lightfoote
Joseph Bridgeford	
Lynn Freid (via Zoom)	
Supervisor Peter Ingalsbe	
Walt Matyjas	
David Linger	
Supervisor Fred Wille	<b>Guests</b>
Kevin Hill, Treasurer	Alissa Bub, Deputy County Administrator
	Anne Nenneau, CCN
	Irene Rodriguez, CCN
<b>Non-Board Members Present</b>	
Ryan Davis, Executive Director	
Suzanne Vary, Staff	
Jessica Kazmark, Staff	
Brigitte Larson, Secretary	<b>Contract Staff</b>
Bob Mincer, Staff (via Zoom)	Ed Russell, Underberg & Kessler
Michael Wojcik, CFO	Mike Manikowski, Consultant

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

**NEW BUSINESS:**

**CCN International:**

Suzanne Vary introduced Anne Nenneau from CCN. CCN is located in Geneva and has been in business for fifty years since opening in 1972. The Company is requesting OCEDC assistance in the amount of \$300,000 to help with building renovations and equipment purchases.

Anne Nenneau gave the Board a brief company profile and presented a slideshow showcasing some of their work. The Company specializes in manufacturing highly custom office furniture and work areas. Anne pointed out that almost all of their products can be modified to fit any space, including different angles or curves to fit along a unique wall. Photos were shown of large conference tables as well as small cubicles and unique, curved reception areas. Anne also shared that during the pandemic the Company manufactured detachable plexiglass screens for workspaces.

It was discussed that business fell about 50% two years ago but has since picked back up. The Company has held a \$5 million backlog for about seven months and currently have 65 employees. It was also clarified that the EDC would fund about 1/3 of the total project costs, with additional funding from Lyons National Bank.

*Kevin Hill made a motion to refer the request to the Finance Committee. Supervisor Peter Ingalsbe seconded the motion. Unanimously approved. Motion carried.*

### **OLD BUSINESS:**

#### **Port 100:**

Suzanne Vary reminded the Board of Maureen Ballatori's presentation on Port 100 last month. Unfortunately, the business will be closing at the end of the year. The forgiveness is not effective until February 2023. It was clarified that the milestones were met and that the EDC Board would need to waive the agreements to affect the earlier forgiveness.

*Walt Matyjas made a motion to forgive the note now in advance of the effective date. Kevin Hill seconded the motion. David Linger abstained. Motion carried.*

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

Suzanne Vary and Ryan Davis presented the summary sheet of the grant funds, noting that it has not changed much since last month. The OCR has a board meeting this Thursday and will discuss the County's request for additional funding. The Board will be updated by Staff.

#### **Ability Partners CDBG-CV Application:**

Ability Partners is seeking funding from OCR to purchase ten vehicles to serve as transportation for adults with disabilities across the Finger Lakes Region. These vehicles will assist individuals and families that need necessary transportation to and from housing, various medical and clinic appointments, as well as employment opportunities. It was noted that one of the vehicles will be a heavy-duty truck with towing capacity and can be utilized to transport specialized adaptable recreational equipment to both CP Rochester and Happiness House residents.

Ability Partners is requesting a letter of support from the OCEDC to go along with their application to the OCR.

*Supervisor Peter Ingalsbe made a motion to authorize Staff to draft a letter on the EDC's behalf. Erica Wright seconded the motion. Unanimously approved. Motion carried.*

#### **By-Laws Revisions:**

Joe Bridgeford had presented amendments of the By-Laws at the last meeting and asked the Board to review the changes so that they can be adopted at the current meeting.

It was noted that language was added to reflect that the EDC will follow necessary requirements of Open Meetings Law.

*Joe Bridgeford made a motion to amend the By-Laws. Supervisor Fred Wille seconded the motion. Unanimously approved. Motion carried.*

#### **Ratify Next Gen Building Components Electronic Vote:**

Staff had sent an email regarding the sale of Next Gen Building Components being sold. The vote was unanimous electronically but needs to be ratified.

*Erica Wright made a motion to ratify the electronic vote. Dave Linger seconded the motion. Unanimously approved. Motion carried.*

## **ADMINISTRATION:**

### **October 11, 2022 Meeting Minutes:**

Rob Sollenne presented the October 11, 2022 Meeting Minutes for approval.

*Erica Wright made a motion to approve the October 11, 2022 Meeting Minutes as presented.*

*Supervisor Peter Ingalsbe seconded the motion. Unanimously approved. Motion carried.*

### **Invoices for Payment:**

Rob Sollenne reviewed and submitted the invoices for payment for approval, which included 4 invoices totaling \$8,188.06.

*Supervisor Fred Wille made a motion to authorize and approve the above-mentioned invoices for payment. Kevin Hill 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:**

It was discussed that Michael Wojcik had spoken to Marc from Agro Research and he does not intend to sell his building but would like to find tenants for a part of it.

The Fitzgerald Brothers are set to present to the Board at the December meeting. Staff is currently working with the Company on their application and getting the necessary documents.

At the last meeting there was a bit of discussion about the difficulties in the workforce, whether it be filling positions or reliable transportation for employees. Ryan will be meeting with Mike Sykes from Ontario County Workforce Development in the near future and will discuss any ways that the EDC may be able to assist.

Supervisors Wille and Ingalsbe commented on the difficulties their municipalities are facing with employment.

The next scheduled Board meeting is December 13<sup>th</sup> and Staff will schedule an Audit Committee meeting for early December.

## **ADJOURNMENT:**

*Supervisor Fred Wille made a motion to adjourn at 9:16 a.m. Erica Wright seconded the motion. Unanimously carried.*

Respectfully submitted,

*Brigitte Larson, Staff*