

Geneva Industrial Development Agency Board Meeting
City Hall, Geneva, New York
Tuesday, January 17, 2017

In Attendance

- Board Members present: Teresa Angelo, Anne Nenneau, Rick Bley, Brian Finnerty, Frank Cecere
 - Absent: Ron Alcock, Nicholas Massa, Bob Anania
 - Others present: Adam Blowers, Matt Horn, Collette Barnard, Stan Tepfer, Paul Bleakley, Rhonda Everdyke
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Meeting Call to Order

Chair Frank Cecere called the meeting to order at 8:00 a.m.

Approval of Minutes

Ms. Nenneau made a motion, Mr. Bley seconded, and the Board unanimously resolved to approve the minutes of the December 20, 2016 meeting.

Treasurer's Report

Mr. Blowers reported that financial activity was quiet in December. Copies of the audit have been received and distributed for discussion at the next meeting. The audit went well. Mr. Blowers will be taking a larger role at the GEDC and will stay on top of the bank reconciliations. There were some nontraditional transactions at the GEDC in 2016.

Updates

Ag and Food Tech Park – Mr. Horn reported that the Cherribundi transition out of the Park should be complete in 45 days. A Request for Proposals for clean-up in the space they are vacating has been issued. Bergman will wrap up the Park Master Plan soon. The available lots in the Park will be pre-determined making it easier to market the properties. Two firms are ready to take the space left by Cherribundi. The Park has received a \$150,000 grant from Senator Nozzolio to make upgrades at the Tech Farm.

GEDC – The previously approved projects are well underway. The electrical project will take approximately 12 months to complete. There is an asbestos removal contract in place for asbestos removal. A construction contract for the Innovation Kitchen has been signed and construction has started. The DEC wants some lead testing completed in the building as a result of the environmental clean-up from E-Waste. LaBella has completed the testing and will develop a clean-up strategy as well as a Request for Proposals for a contractor. An end of the first quarter opening is anticipated. Some additional upgrades may be needed at the GEDC for Empire Cider should they decide to lease space at the GEDC.

City Council – Mr. Horn reported that the City Council Retreat will take place next week at the Geneva Housing Authority building on Lewis Street. City Council will measure progress against the comprehensive plan and will make plans for moving forward. They will have a discussion regarding the

debt policy and will review the executive session policy as well as the code of ethics. Neighborhood leaders will be in attendance to discuss their neighborhoods and Rhonda Everydyke will discuss communication in the City of Geneva.

School District – Mr. Tepfer distributed architectural renderings of the school district project. School budget meetings will start soon and he encouraged members of the I.D.A. to take part on the committee.

Marketing Committee – Ms. Everdyke reported that the Marketing Committee met on January 10th. The new website is a work in progress and needs some improvements. The speed of the website as well as the bandwidth are concerns.

Executive Session – Mr. Finnerty made a motion, Mr. Bley seconded and the board resolved to enter into executive session at 8:45 a.m. to discuss financial information pertaining to specific economic development projects.

Ms. Nenneau made a motion, Mr. Bley seconded and the board resolved to exit executive session at 9:18 am. No action was taken.

Adjourn:

There being no further business to discuss, the meeting was adjourned at 9:18 a.m.

Lawrence (Rick) Bley,
Secretary/Treasurer

**Geneva Industrial Development Agency Board Meeting
City Hall, Geneva, New York
Tuesday, February 21, 2017**

In Attendance

- Board Members present: Teresa Angelo, Anne Nenneau, Rick Bley, Brian Finnerty, Frank Cecere, Nicholas Massa
 - Absent: Ron Alcock, Bob Anania, Paul Bleakley
 - Others present: Adam Blowers, Matt Horn, Nancy Coluzzi Stan Tepfer, Michael Manikowski, Russell Gaenzle, Steve Buchiere
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Meeting Call to Order

Chair Frank Cecere called the meeting to order at 8:00 a.m.

Approval of Minutes

Mr. Bley made a motion, Ms. Nenneau seconded, and the Board unanimously resolved to approve the minutes of the January 17, 2017 meeting.

Treasurer's Report

Mr. Blowers reported. Received \$180 from downtown Winery; bank balance is a little over \$12,000; wrote a check for \$4,300 for the annual audit.

Park Partnership received \$19,000 from American Tower; bank balance is a little over \$21,000.

Action Item

Authorizing Resolution – Inducing Guardian PILOT Amendment and Scheduling Public Hearing. Guardian Industries would pay a significantly lower amount of taxes under a proposed payment-in-lieu-of-taxes agreement that would replace the current deal set to expire in 2022. The tradeoff would be that the company will stay in Geneva. The plan also would result in approximately \$67 million investment in the plant by Guardian that would replace a once state-of-the-art glass furnace that needs to be replaced.

The question of the adoption of the foregoing Resolution was duly put to vote on roll call, which resulted as follows:

	Yea	Nay	Absent	Abstain
Frank Cecere	[X]	[]	[]	[]
Teresa Angelo	[X]	[]	[]	[]
Lawrence (Rick) Bley	[X]	[]	[]	[]
Brian Finnerty	[X]	[]	[]	[]
Anne Nenneau	[X]	[]	[]	[]
Robert Anania	[]	[]	[X]	[]
Nicholas Massa	[X]	[]	[]	[]

The Resolution was thereupon duly adopted.

Updates

Ag and Food Tech Park – Mr. Horn reported that there is currently 1 project in the permitting stage for an organic pesticide and herbicide company. Empire Cider is working on research and development and ready to grow out of their current space. They are looking at either relocating to Cheribundi’s space or the GEDC. Cheribundi will be moving into the old Tops store within the next two weeks. Dr. Brown has stepped down as Director; Jan Nyrop will fill in as interim, splitting his time between Ithaca and Geneva.

GEDC – Mr. Horn reported that the easement for NYSEG to set up the transformer has been signed and should be complete by the middle of summer. Food Innovation Center will be up and running mid-April.

City Council – Mr. Horn reported that the annual Council retreat went well with the main focus on implementing the Comprehensive Plan, with a balance between financial and environmental gains. Council is also looking at refreshing the Boards and Commissions Policy by appointing a Council liaison to each one.

School District – Mr. Tepfer reported that the Master Minds made it to the Nationals for the 3rd year in a row. The Chess Club is having another good year. The current tax cap is 2.6%; we expect to go above the tax cap to 3.26%.

Marketing Committee – Mr. Horn reported. Rhonda Everdyke has been actively updating the website. She has been working with Hobart and William Smith interns focusing on videos with City staff and Council members, as well as receiving testimonials from local businesses that received incentive packages. The summer interns will focus on Drone footage for the Industrial and Tech Parks.

Executive Session – Motion was made by Mr. Finnerty to enter into Executive Session at 8:50 a.m., seconded by Mr. Massa and carried. No action taken.

Adjourn:

There being no further business to discuss, the meeting was adjourned at 9:11 a.m.

Lawrence (Rick) Bley,
Secretary/Treasurer

Geneva Industrial Development Agency Board Meeting
City Hall, Geneva, New York
Tuesday, March 21, 2017

In Attendance

- Board Members present: Anne Nenneau, Rick Bley, Brian Finnerty, Frank Cecere, Nicholas Massa
 - Absent: Ron Alcock, Bob Anania, Teresa Angelo
 - Others present: Adam Blowers, Matt Horn, Nancy Coluzzi Stan Tepfer, Paul Bleakley, Steve Buchiere, Rhonda Everdyke
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Meeting Call to Order

Chair Frank Cecere called the meeting to order at 8:00 a.m.

Approval of Minutes

Ms. Nenneau made a motion, Mr. Bley seconded, and the Board unanimously resolved to approve the minutes of the February 21, 2017 meeting.

Treasurer's Report

Mr. Blowers reported. IDA paid \$4,300 for the 2016 audit leaving a remaining bank balance of \$8,800. Park Partnership received \$19,000 from American Tower; bank balance is a little over \$24,000.

Action Item

Final Resolution (*Guardian Industries Corp*)

A Public Hearing was held and due to the bad weather, an additional night was scheduled for the following week. The overall public opinion is that Guardian Industries Corp. would stay in Geneva even if the tax incentive was rejected. Board Members feel that the possibility of losing hundreds of jobs, as well as the economic impact is very risky.

Ms. Nenneau said that she didn't think the City could afford to lose Guardian, and that it is very difficult to get companies to come here because of the competition.

Mr. Bley stated that tax incentives are a way of life in business, and that companies are going to go where they can get the best deals.

Mr. Horn noted that the re-negotiated PILOT also eliminates Guardian's assessment challenges, which would entitle them to thousands of dollars in back taxes from the City, school district, and County.

The question of the adoption of the foregoing Resolution was duly put to vote on roll call, which resulted as follows:

	Yea	Nay	Absent	Abstain
Frank Cecere	[X]	[]	[]	[]
Teresa Angelo	[]	[]	[X]	[]
Lawrence (Rick) Bley	[X]	[]	[]	[]
Brian Finnerty	[X]	[]	[]	[]
Anne Nenneau	[X]	[]	[]	[]
Robert Anania	[]	[]	[X]	[]
Nicholas Massa	[X]	[]	[]	[]

The Resolution was thereupon duly adopted.

Updates

Ag and Food Tech Park – Cheribundi has moved into the old Tops plaza. The vacated space is in clean-up mode and will be broken up into smaller spaces; a couple of tenants have expressed interest.

GEDC – The Food Innovation Center is coming along. Water lines, flooring and electrical will be installed this week. Equipment installation is scheduled for April 1. The \$500,000 Restore NY Grant will be used to make improvements for firms to start off in the kitchen space, and then move into their own space. Vere Sandals has been sold to a company named Waltzing Matilida, and they have moved into Vere’s vacated space.

City Council – The Gateway parcels were discussed at last month’s meeting. There are 5 lots and Council has agreed to deed the properties to the LDC and IDA for \$1.00.

School District – Received notification that the School District will receive the Federal 21st Century Grant of 1.2 million, which supports the after school programs. The Robotics Team competed with other schools at RIT and came in 4th place; they will be going to the Nationals. The Chess Club and Masterminds will also be going to the Nationals. Mr. Tepfer handed out copies of the Geneva 20/20 Community Report.

Marketing Committee – Ms. Everdyke reported that the Committee has been focusing on website improvements that include videos. She has been working with Hobart and William Smith interns interviewing City staff and Council members, as well as local businesses. Each interviewee gets asked 10 questions on why work, live, etc. in Geneva.

Executive Session –
No Executive Session

Adjourn:
There being no further business to discuss, the meeting was adjourned at 8:50 a.m.

Lawrence (Rick) Bley,
Secretary/Treasurer

Geneva Industrial Development Agency Board Meeting
City Hall, Geneva, New York
Tuesday, April 18, 2017

In Attendance

- Board Members present: Anne Nenneau, Rick Bley, Brian Finnerty, Frank Cecere,
 - Absent: Ron Alcock, Bob Anania, Teresa Angelo, Nicholas Massa, Paul Bleakley
 - Others present: Adam Blowers, Matt Horn, Nancy Coluzzi Stan Tepfer, Rhonda Everdyke
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Meeting Call to Order

Chair Frank Cecere called the meeting to order at 8:00 a.m.

Approval of Minutes

Mr. Finnerty made a motion, Ms. Nenneau seconded, and the Board unanimously resolved to approve the minutes of the March 21, 2017 meeting.

Treasurer's Report

Mr. Blowers reported. IDA had no expenses during the month of March; received \$2,600 reimbursement from the LDC; bank balance of \$11,500. Due to booking issues, Park Partnership received 2 payments from American Tower totaling \$3,800.

Updates

Ag and Food Tech Park – Cheribundi has moved into the old Tops plaza, but will retain office space at the Park for at least one year. The Market Authority provided the grant for the Park to split up the Cheribundi space and convert it into two smaller spaces. There is one existing tenant and one new tenant interested in renting the spaces once the renovations are complete.

GEDC – Mr. Horn reported that John Johnson would like to use the GEDC as spillover incubator space for tenants that can't fit into the Tech Farm incubator. He would also like to see a section of the GEDC set up specifically for these new prospects. The electrical project is continuing into the final stages. The lead abatement found traces of lead dust and should be wrapping up this week. Allocation of the \$500,000 Restore NY grant has begun.

City Council – City Council will meet to discuss the Geneva Growth lakefront development study. Mr. Horn spoke about how the Events Center will be transformed into the Finger Lakes Welcome Center, and that Geneva was chosen to be one of eleven Welcome Centers in the state. There will be additional site work done starting in the fall. New York State will put about 5 million dollars into this project. There will be an addition constructed for a Community Room, a play place for kids, a Taste of New York Café, as well as high tech kiosks and digital screens throughout the building. New York State will lease this space from the City, pay for the operation, and assume all costs for running the new Welcome Center.

School District –The Robotics Team will be going to the Nationals in St. Louis. The Chess Club and Masterminds will also be going to the Nationals. The budget has been adopted. The tax rate will drop 2% due to Seneca Foods PILOT ending, bringing the tax increase to 1.2%.

Marketing Committee – Ms. Everdyke stated that she has been interviewing Hobart and William Smith College students for summer internships, and has talked to the College about possible funding to pay the students.

Executive Session –
No Executive Session

Adjourn:
There being no further business to discuss, the meeting was adjourned at 8:50 a.m.

Lawrence (Rick) Bley,
Secretary/Treasurer

Geneva Industrial Development Agency Board Meeting
City Hall, Geneva, New York
Tuesday, May 16, 2017

In Attendance

- Board Members present: Anne Nenneau, Rick Bley, Brian Finnerty, Frank Cecere, Bob Anania, Teresa Angelo, Nicholas Massa
 - Absent: Ron Alcock,
 - Others present: Adam Blowers, Matt Horn, Nancy Coluzzi, Stan Tepfer, Rhonda Everdyke, Paul Bleakley
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Meeting Call to Order

Chair Frank Cecere called the meeting to order at 8:00 a.m.

Approval of Minutes

Mr. Bley made a motion, Mr. Anania seconded, and the Board unanimously resolved to approve the minutes of the April 18, 2017 meeting.

Treasurer's Report

Mr. Blowers reported. IDA had no expenses during the month of April. Received \$170 from Downtown Winery. No payment from American Tower, but should receive 2 payments next month.

Updates

Ag and Food Tech Park – The clean-up and repairs for Cheribundi's vacated space is wrapping up. Mittiga Construction will begin breaking up the space into two smaller units. Stony Brook is moving into the smaller of the two units. Agro Research is building a 5,000 sq. ft. building to produce organic pesticide and fungicide, and will submit an application to the IDA once they are approved by the Planning Board. The Finger Lakes Regional Economic Development Council Food & Work group will host a co-packing conference at the Tech Farm for investors and developers this summer.

GEDC – Waltzing Matilda has started production and is advertising on social media to fill employment vacancies. The electrical project is wrapping up under budget. Food innovation will wrap up June 1 with pre-launch 2 weeks before core tenant moves in; they have recently hired an Executive Chef, Production Chef, and are currently looking to hire a business manager and five production employees. Part of the \$500,000 grant will go towards renovating the vacated 2TRG space, which will be used as the food wing.

City Council – Focus on Foundry updates will be a regular item on the agenda. The DEC has set up a trailer on State Street and on Lehigh Street. Council is looking at changing how Board and Commission appointments are made. The 2018 budget will begin soon.

School District – Mr. Tepfer reminded everyone to get out and vote for the School Budget. 3.2% tax increase but will drop 2% due to Seneca Foods PILOT ending, bringing the tax increase to 1.2%.

Marketing Committee – Rhonda has brought on two Hobart and William Smith IT Interns for the summer. They will work 30 hours and focus on moving Go-Daddy to a larger band, online writing and content, and also elevating profiles on the website. Both Interns come highly recommended. The Marketing Committee will meet in June with both Interns.

Executive Session – Entered into Executive Session at 8:50 a.m., adjourned at 9:05 a.m. No action taken.

Adjourn:

There being no further business to discuss, the meeting was adjourned at 9:05 a.m.

Lawrence (Rick) Bley,
Secretary/Treasurer

Geneva Industrial Development Agency Board Meeting
City Hall, Geneva, New York
Tuesday, June 20, 2017

In Attendance

- Board Members present: Anne Nenneau, Rick Bley, Brian Finnerty, Frank Cecere, Bob Anania, Teresa Angelo, Nicholas Massa
 - Absent: Ron Alcock
 - Others present: Adam Blowers, Matt Horn, Nancy Coluzzi, Stan Tepfer, Rhonda Everdyke, Paul Bleakley, Amy Jackson-Sellers
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Meeting Call to Order

Chair Frank Cecere called the meeting to order at 8:00 a.m.

Approval of Minutes

Mr. Bley made a motion, Mr. Anania seconded, and the Board unanimously resolved to approve the minutes of the May 16, 2017.

Mr. Tepfer introduced Ms. Amy Jackson-Sellers to the Board. Ms. Jackson-Sellers will represent the school district due to Mr. Tepfer's retirement.

Treasurer's Report

Mr. Blowers reported. IDA Received payment from Downtown Winery and an application fee from Agro Research; current bank balance is just over \$10,000. Park Partnership received 2 payments from American Tower totaling just over \$3,800; bank balance is \$32,000.

Updates

Ag and Food Tech Park – The work is finishing up on Cheribundi's vacated space. The Tech Farm will still house Cheribundi's administrative staff until the end of the year. Stony Brook will be using 1/3 of the vacated space. Wegman's and Finger Lakes Regional Economic Development Council Food & Work group will host a Co-Packing Conference at the Tech Farm in September. Agro Research is building a 6,000 sq. ft. building to produce organic pesticide and fungicide, and will submit an application to the IDA once they are approved by the Planning Board.

GEDC – 90% of the electrical project is complete; still working on individual meters. The Innovative Kitchen should be completed by the end of the week and should see production around mid-July. Once the equipment is installed, the Ag Market and Department of Health will do their inspections.

City Council – Governor Cuomo visited Geneva last week and announced that 12 projects will receive funding from DRI grant. Mr. Horn explained in detail the projects included in the DRI. We are currently working on how to get the funding/projects moving ASAP and hope to be in the ground sometime in 2018 and finished by 2019. The state will take over the operations of the Visitor's Center on September 2. There will be external restrooms with extended hours and also a community room on the lakeside, which will be run by the City for events. Council approved the sale of 11 E. North Street, 7 E. North Street and 14 Exchange Street for \$1. These parcels surround the corner of North & Exchange Streets, which the IDA & LDC own. A session will be scheduled to brainstorm on what to do with it. A City wide employee in-service was held last week with North American Breweries on the Triple Bottom Line. Kris Srchio, CEO of the company was the speaker and put out a challenge to the City to come up with an environmental project.

School District – The high school stadium has been taken down. The new stadium should be ready to use next spring; meanwhile all of the fall games have been scheduled as away games. The chess team competed at the state level and did very well.

Marketing Committee – Ms. Everdyke reported that the Marketing Committee met and talked about linking accolades of the school district, homes, and health care to the City of Geneva website. The student interns have been very productive. Intern Richie and the City's IT Director are in the process of moving our current internet to a higher broadband, which will make for faster speed. Intern Madison has been working on building content in the website. Updates will be reported at next month's IDA meeting.

Executive Session – Entered into Executive Session at 8:50 a.m., adjourned at 9:05 a.m. No action taken.

Chair Cecere thank City Manager Matt Horn for all of his hard work on the DRI project, and everything he does to benefit the City of Geneva.

Adjourn:

There being no further business to discuss, the meeting was adjourned at 9:05 a.m.

Lawrence (Rick) Bley,
Secretary/Treasurer

**Geneva Industrial Development Agency Board Meeting
City Hall, Geneva, New York
Tuesday, July 18, 2017**

In Attendance

- Board Members present: Anne Nenneau, Rick Bley, Brian Finnerty, Frank Cecere, Bob Anania, Teresa Angelo
 - Absent: Ron Alcock, Amy Jackson-Sellers, Nicholas Massa
 - Others present: Adam Blowers, Matt Horn, Nancy Coluzzi, Rhonda Everdyke, Paul Bleakley, Steve Buchiere
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Meeting Call to Order

Chair Frank Cecere called the meeting to order at 8:00 a.m.

Approval of Minutes

Mr. Finnerty made a motion, Mr. Bley seconded, and the Board unanimously resolved to approve the minutes of the June 20, 2017 meeting.

Treasurer's Report

Mr. Blowers reported. No activity for the IDA or Park Partnership. IDA bank balance is a little over \$10,000; Park Partnership bank balance is a little over \$32,000. \$200,000 CD reserves maturing this week.

Action Item

Project Authorizing Resolution (*Agro Technologies International LLC*)

The question of the adoption of the foregoing Resolution was duly put to vote on roll call, which resulted as follows:

	Yea	Nay	Absent	Abstain
Frank Cecere	[X]	[]	[]	[]
Teresa Angelo	[X]	[]	[]	[]
Lawrence (Rick) Bley	[X]	[]	[]	[]
Brian Finnerty	[X]	[]	[]	[]
Anne Nenneau	[X]	[]	[]	[]
Robert Anania	[X]	[]	[]	[]
Nicholas Massa	[]	[]	[X]	[]

The Resolution was there upon duly adopted.

Updates

Ag and Food Tech Park – Cheribundi has vacated their space, except for the Marketing and Administrative staff, which will stay until at least the end of the year. Stony Brook will be expanding into 25% of Cheribundi's vacated space; negotiations are in the process for a new tenant to occupy the remainder of the space. Lab space is 50% occupied by Empire Cider for formula development; they are also looking to expand their business into the GEDC. Lake Drum has a farm license and is working with Empire Cider on getting their license.

GEDC – The grand opening for the Food Innovation Kitchen was held last night, but we are still waiting for final approval from the Department of Health. Real Eats is looking to hire 30 people and they will be the exclusive user of the kitchen space until January. Shared booking will begin after January starting at 20 hours of shared kitchen use, then progress to 40 hours. The space will be open to community groups for preparing and preserving food after the growing season, then distributed to residents in need. The kitchen is designed to be an incubator with the goal of finding long term sites within 18 months of start-up operations.

City Council – Focus right now is on the implementation of the DRI projects. We hope to be in the ground in 2018 and finished in 2019. The State gave the go ahead to advertise for design. The RFP is out for the 5&20 project. The Smith Opera House and Dove block will be direct to owner, but the City will stay on and manage to be sure the project is moving along.

School District – No report.

Marketing Committee – Moving to a larger bandwidth host. New site organization will roll out next week. Intern Richie is including all comments and videos from small business owners on the new site. A big marketing company from New York City has been in Geneva taking pictures and promoting Real Eats; this is very good PR for Geneva.

Executive Session – No Executive Session

Adjourn:

There being no further business to discuss, the meeting was adjourned at 8:40 a.m.

Lawrence (Rick) Bley,
Secretary/Treasurer

**Geneva Industrial Development Agency Board Meeting
City Hall, Geneva, New York
Tuesday, August 15, 2017**

In Attendance

- Board Members present: Anne Nenneau, Rick Bley, Brian Finnerty, Frank Cecere, Teresa Angelo, Nicholas Massa
 - Absent: Ron Alcock, Bob Anania
 - Others present: Adam Blowers, Matt Horn, Nancy Coluzzi, Rhonda Everdyke, Paul Bleakley, Amy Jackson-Sellers
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Meeting Call to Order

Chair Frank Cecere called the meeting to order at 8:00 a.m.

Approval of Minutes

Ms. Nenneau made a motion, Mr. Bley seconded, and the Board unanimously resolved to approve the minutes of the July 18, 2017 meeting.

Treasurer's Report - Mr. Blowers reported.

IDA: no expenses; received one payment from Down Town Winery. Bank balance is \$10,000, with \$10,000 in CD's.

Park Partnership: Received payment from American Tower. Bank balance is \$32,000.

Action Item

2017-2018 Budget

Mr. Blowers reported that there is not much change from last year's budget. A copy of the budget was included in the August agenda packets. Mr. Bley made a motion, Mr. Massa seconded, and the Board unanimously approved the 2017-2018 Geneva IDA Combined Budget, which will go into effect on October 1, 2017.

Updates

Ag and Food Tech Park – The building is full. The lease has been signed for lab space by a company from Monroe County experimenting with produce; the company currently does work with Wegman's among others. Agro is heading to the Planning Board with plans to construct a building west of the Flex-Text Building.

GEDC – The kitchen is up and running. The anchor tenant will move in this week. Their forecast is 30 jobs at which point they will grow into the other part

of the GEDC. The \$500,000 award from the state has been broken down into three projects. The first one is Phase II of the roof project. We are replacing the 60,000 square foot roof in Building B. The second is the road work repair on Avenue D and around the GEDC; and the third project is replacing the windows, which will use up a big portion of the \$500,000.

City Council – We have put in four grant applications to help support some of the improvements at City Hall. The elevator project, the ramp entrance, the back parking lot, and Council Chambers which will include a visual and audio system. Applications are out for round 5 of the Micro Assistance Grant for new and existing businesses. The City is working with Organix Green Industries to create the Vermiculture Trial Project, which is the use of worms to process organic material. It will be located at the transfer station and will be able to take up to 500 tons of food waste and convert it into fertilizer for agriculture and garden use. We are looking at fall of 2018 for the roll out of this project.

School District – Construction has begun. This will include securing the main entrances at Geneva High and North Street, indoor athletic renovations at the high school, and a new classroom at North Street, as well as other interior renovations in both places. A lot of teachers have handed in their resignations for various reasons. We are going to take a look at that and offer incentives to stay. Next year we are anticipating a lot of retirements due to a retirement benefit from the state.

Marketing Committee – Changes to the website are up but edits and changes still need to be made. Intern Maddie is staying through fall and helping with the digital and press edits. Maddie wrote a couple of articles on living and working in Geneva. There are interviews with business owners on video at the bottom of the webpage.

Other Business – Mr. Horn distributed copies of a Request for Proposals (RFP) for Professional Brokerage Services, and would like to have 2 IDA Board Members sit on the interview panel. There will be a meeting beforehand to discuss the specifics.

Executive Session – No Executive Session

Adjourn:

There being no further business to discuss, the meeting was adjourned at 9:00 a.m.

Lawrence (Rick) Bley,
Secretary/Treasure

**Geneva Industrial Development Agency Board Meeting
City Hall, Geneva, New York
Tuesday, September 19, 2017**

In Attendance

- Board Members present: Anne Nenneau, Rick Bley, Brian Finnerty, Frank Cecere, Teresa Angelo, Bob Anania
 - Absent: Ron Alcock, Nicholas Massa
 - Others present: Adam Blowers, Matt Horn, Nancy Coluzzi, Rhonda Everdyke, Paul Bleakley, Amy Jackson-Sellers
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Meeting Call to Order

Chair Frank Cecere called the meeting to order at 8:00 a.m.

Approval of Minutes

Ms. Nenneau made a motion, Mr. Anania seconded, and the Board unanimously resolved to approve the minutes of the August 15, 2017 meeting.

Treasurer's Report - Mr. Blowers reported.

IDA: Received monthly payment of \$170 from Down Town Winery; expenses were \$945. Bank balance is a little over \$9,700.

Park Partnership: Received 2 American Tower payments. Bank balance is a little over \$38,000.

Updates

Ag and Food Tech Park – Currently all of our space is full or committed, with the exception of 1 or 2 offices. Cheribundi's administrative staff will stay until the end of the year or beyond. The Planning board has approved Agro Research's new building and they are looking to begin construction this fall.

GEDC – We have a tenant that is prepared to sign a lease for a 25,000 sq. ft. space next to the kitchen. The two other food prospects currently looking at space include a beverage producer and vegetable product producer. There is also a lease and contract currently under review for a construction manufacturing company. Waltzing Matilda is looking to exit; therefore they are seeking a buyer for Vere Sandals. Real Eats is doing well. They have hired 5 or 6 employees for production and shipping. The parking lot is in the process of being paved.

City Council – Upcoming month will be busy. There are 6 meetings over the next 6 weeks; budget, trash haulers, regular monthly meeting, etc.

School District – Great first day district wide. North Street has a new principal. Construction continues and should be complete in another month or so at the High School. Parking continues to be an issue due to the construction. Home Coming will be held at Hobart & William Smith Colleges this year. The graduation rate for 2017 was 81.2%.

Marketing Committee – Summer Intern Maddie, who had planned on staying through fall, cannot fit this into her class schedule but will help out during her school breaks. Petr & Rhonda will continue working on the website, along with their other responsibilities.

Action Item

Other Business – On motion by Mr. Anania, seconded by Mr. Bley, and carried unanimously, the Board agreed to reappoint Mr. Cecere as Chairperson.

On motion by Mr. Cecere, seconded by Mr. Finnerty, and carried unanimously, the Board agreed to appoint Ms. Nenneau as Vice Chairperson.

On motion by Ms. Nenneau, seconded by Mr. Cecere, and carried unanimously, the Board agreed to reappoint Mr. Bley as Secretary-Treasurer.

On motion by Ms. Nenneau, seconded by Mr. Cecere, and carried unanimously, the Board agreed to reappoint Mr. Massa to a five year term,

Mr. Cecere and members of the Board thanked Mr. Anania for his service. The Nominating Committee recommends R.J. Passalacqua, General Manager of Ventosa Vineyard to replace Mr. Anania for a 5-year term. On motion by Ms. Nenneau, seconded by Mr. Bley, the Board unanimously agreed to endorse Mr. Passalacqua. Mr. Massa's and Mr. Passalacqua's appointment will be put on the agenda for October's City Council meeting.

Chair Cecere stated that Committee Assignments will be out in October.

Executive Session – Ms. Nenneau made a motion, Mr. Bley seconded and the Board resolved to enter into executive session at 8:55 a.m. On motion from Ms. Nenneau, seconded by Mr. Bley, the Board came out of Executive Session at 9:04 a.m.

The question of assigning the current Ramada PILOT to Lakefront Hospitality, LLC was put to vote on roll call, which resulted as follows:

	Yea	Nay	Absent	Abstain
Frank Cecere	[X]	[]	[]	[]
Teresa Angelo	[X]	[]	[]	[]
Lawrence (Rick) Bley	[X]	[]	[]	[]
Brian Finnerty	[X]	[]	[]	[]
Anne Nenneau	[X]	[]	[]	[]
Robert Anania	[X]	[]	[]	[]
Nicholas Massa	[]	[]	[X]	[]

Adjourn:

There being no further business to discuss, the meeting was adjourned at 9:06 a.m.

Lawrence (Rick) Bley,
Secretary/Treasure

**Geneva Industrial Development Agency Board Meeting
City Hall, Geneva, New York
Tuesday, October 17, 2017**

In Attendance

- Board Members present: Anne Nenneau, Frank Cecere, Teresa Angelo, RJ Passalacqua, Nicholas Massa
 - Absent: Ron Alcock, Rick Bley, Brian Finnerty
 - Others present: Adam Blowers, Matt Horn, Nancy Coluzzi, Rhonda Everdyke, Paul Bleakley, Amy Jackson-Sellers
-

Meeting Call to Order

Chair Frank Cecere called the meeting to order at 8:00 a.m.

The Board welcomed RJ Passalacqua whom City Council appointed to succeed Bob Anania; his term will be for five years.

Approval of Minutes

Ms. Nenneau made a motion, Mr. Massa seconded, and the Board unanimously resolved to approve the minutes of the September 19, 2017 meeting.

Treasurer's Report - Mr. Blowers reported.

IDA: Received monthly payment of \$170 from Down Town Winery. There were no expenses.

Park Partnership: No American Tower payments, and no expenses. We are concluding the fiscal year and we will begin work on the annual audit in November.

Action Items

Ms. Nenneau made a motion, Mr. Massa seconded, and the Board unanimously resolved to approve the following appointments:

Appointments:

City Manager Mathew Horn, Executive Director
Comptroller Adam Blowers, Chief Financial Officer

Standing Committee's for 2017 & 2018:

Mr. Cecere reported the IDA Committee assignments as follows:

Governance and Executive Committee

Frank Cecere, Chair
Anne Nenneau, Vice Chair
Rick Bley, Secretary/Treasurer

Audit

Nick Massa II
Rick Bley
R.J. Passalacqua

Nominating

Teresa Angelo
Brian Finnerty
Nick Massa II

By Laws

Rick Bley
Ann Nenneau
Brian Finnerty

Marketing

Teresa Angelo
R.J. Passalacqua
Anne Nenneau

Being the first meeting of the year, the IDA reaffirmed its mission and goals. Ms. Nenneau made a motion, Ms. Angelo seconded, and the Board unanimously resolved to approve the Mission and Goals with no changes.

The Board members were given a copy of their fiduciary responsibilities. All were reviewed, signed and returned to N. Coluzzi.

Mr. Horn reviewed all of the agency policies.

Updates

Ag and Food Tech Park – Agro Research is in the process of designing their building and soliciting contractors. All space is full or committed with the exception of 1 or 2 offices.

GEDC – No report

City Council – Mr. Horn reported that the 2018 City Budget is currently the main focus of City Council. There will be no increase in property taxes and a moderate increase in water & sewer. Adoption is scheduled for the end of October.

School District – Homecoming was held at HWS and went really well; sectionals will also be held at HWS. Construction is right on schedule. The 2nd grade wing at North Street School will be ready by the next school year, leaving

more room at West Street for preschoolers. We are starting to look at new Capital projects which will include new boilers for West Street School.

Marketing Committee – Ms. Everdyke reported. We have met with Matt about the IDA & LDC being proactive, and about hiring a part-time Research Assistant. The Research Assistant would gather information and make a list of the businesses we should target. The main goal would be to target certain businesses and let them know we're here. We are asking the IDA & LDC to contribute up to \$10,000 each towards this position.

On motion from Ms. Nenneau, seconded by Ms. Angelo, and carried unanimously, the Board resolved to contribute up to \$10,000 towards the Research Assistant position contingent upon contribution from the LDC.

Other Business – Mr. Finnerty is moving out of the City and the Board is looking at Bethany Haswell from Stomping Grounds as his replacement. Once Chair Cecere receives Mr. Finnerty's letter of resignation, Ms. Haswell's appointment will be put on the City Council Agenda.

Executive Session – Ms. Angelo made a motion, Mr. Massa seconded and the Board resolved to enter into executive session at 8:48 a.m. On motion from Ms. Nenneau, seconded by Mr. Massa, the Board came out of Executive Session at 9:05 a.m.

The question of contributing up to \$2,500 to help resolve problems at the GEDC was made on motion from Ms. Nenneau, seconded by Mr. Massa, and carried unanimously.

Adjourn:

There being no further business to discuss, the meeting was adjourned at 9:08 a.m.

Lawrence (Rick) Bley,
Secretary/Treasure

**Geneva Industrial Development Agency Board Meeting
City Hall, Geneva, New York
Tuesday, November 21, 2017**

In Attendance

- Board Members present: Frank Cecere, RJ Passalacqua, Rick Bley, Bethany Haswell
 - Absent: Ron Alcock, Teresa Angelo, Anne Nenneau, Nicholas Massa, Rhonda Everdyke
 - Others present: Adam Blowers, Matt Horn, Nancy Coluzzi, Paul Bleakley, Amy Jackson-Sellers
-

Meeting Call to Order

Chair Frank Cecere called the meeting to order at 8:00 a.m.

The Board welcomed Bethany Haswell whom City Council appointed to succeed Brian Finnerty; her term will be for three years.

Approval of Minutes

Mr. Passalacqua made a motion, Mr. Bley seconded, and the Board unanimously resolved to approve the minutes of the October 17, 2017 meeting.

Treasurer's Report - Mr. Blowers reported.

IDA: Received monthly payment of \$200 from Down Town Winery as well as interest from CD's. There were no expenses. Bank balance is \$240,000.

Park Partnership: Received \$1,900 American Tower payments, and no expenses. New budget is entered into Quick Books. The Audit went smooth. Once it is complete Mr. Blowers will present it for Board approval.

Action Items

Approval of Brokerage Agreement – Requests for Proposals were sent out to 15 firms for the North & Exchange Streets property, we received 2 back. One of the two proposals is from Caliber Commercial Brokerage, and was included in your Agenda packet; page 8 lists their involvement in Geneva.

Mr. Bley stated that we do not want another Family Dollar; it should be something that reflects a positive image of Geneva.

Ms. Haswell recommended that it should be something that will connect other parts of Geneva to that area.

The question of accepting Caliber Commercial Brokerage Fee Structure was put to vote on roll call, which resulted as follows:

	Yea	Nay	Absent	Abstain
Frank Cecere	[X]	[]	[]	[]
Teresa Angelo	[]	[]	[X]	[]
Lawrence (Rick) Bley	[X]	[]	[]	[]
Bethany Haswell	[X]	[]	[]	[]
Anne Nenneau	[]	[]	[X]	[]
R.J. Passalacqua	[X]	[]	[]	[]
Nicholas Massa	[]	[]	[X]	[]

Updates

Ag and Food Tech Park – The focus right now is on Agro Research, our first private sector business located at the Park. They are in the process of finalizing with their bank and Ontario County, and expect to begin pouring the building foundation in the spring. Cheribundi is in the process of clearing out the last five offices and moving up to the old Tops plaza. Currently the office space is 100% full with the lab at 50%. John and Jan are talking about developing an incubator space on campus for excess spill overs.

GEDC – We have two clients interested in the 21,000 sq. ft. space located near the kitchen and the loading dock. The roof bids are due back for the north end of the roof. Once the bids come in, we may decide to phase it into sections. The parking lot project is complete and looks great. We are looking at installing new water lines to replace the current ones, which are old and leaky; we have applied for a Restore NY grant to help with the costs.

City Council – We are working aggressively on the DRI 5 & 20 design and expect to start by January 1. The marina design is continuing and we anticipate having it wrapped up in December, with construction beginning in the spring. Finger Lakes Welcome Center is on track for the May 1 deadline, with assurance from Albany that there will not be any extensions.

School District – All the construction at the High School and North Street will be finished by the next school year, except for Track and Field. The seniors are in Boston for their class trip. The Middle School is going to see the movie Wonder. The Superintendent is creating a pro STEAM City starting at North Street. This is a 4-6 week online program that covers IT projects and real world skills.

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Marketing Committee – Mr. Horn reported. Last month the IDA Board resolved to contribute up to \$10,000 towards a Research Assistant position

contingent upon contribution from the LDC; they will make that decision at their December 6 meeting.

Executive Session – Mr. Bley made a motion, Mr. Passalacqua seconded and the Board resolved to enter into executive session at 8:30 a.m. to discuss the sale or lease of Agency property. On motion from Ms. Haswell, seconded by Mr. Bley, the Board came out of Executive Session at 8:44 a.m.

The question of a 2 year agreement with Massa Construction to operate the GEDC was put to vote on roll call, which resulted in the following:

	Yea	Nay	Absent	Abstain
Frank Cecere	[X]	[]	[]	[]
Teresa Angelo	[]	[]	[X]	[]
Lawrence (Rick) Bley	[X]	[]	[]	[]
Bethany Haswell	[X]	[]	[]	[]
Anne Nenneau	[]	[]	[X]	[]
R.J. Passalacqua	[X]	[]	[]	[]
Nicholas Massa	[]	[]	[X]	[]

Adjourn:

There being no further business to discuss, the meeting was adjourned at 8:50 a.m.

Lawrence (Rick) Bley,
Secretary/Treasure

**Geneva Industrial Development Agency Board Meeting
City Hall, Geneva, New York
Tuesday, December 19, 2017**

In Attendance

- Board Members present: Frank Cecere, RJ Passalacqua, Rick Bley, Bethany Haswell, Anne Nenneau, Nicholas Massa
 - Absent: Ron Alcock, Teresa Angelo
 - Others present: Adam Blowers, Matt Horn, Nancy Coluzzi, Paul Bleakley, Amy Jackson-Sellers, Rhonda Everdyke
-

Meeting Call to Order

Chair Frank Cecere called the meeting to order at 8:00 a.m.

Approval of Minutes

Mr. Passalacqua made a motion, Mr. Bley seconded, and the Board unanimously resolved to approve the minutes of the November 21, 2017 meeting.

Correction from November's Minutes: Bethany Haswell's term will run until September 30, 2020.

Treasurer's Report - Mr. Blowers reported.

IDA: received monthly payment from Downtown Winery. Expenses included relocation of Super Casuals storage. The Auditors are finishing up the IDA Audit which should be approved in January.

Park Partnership: Income from American Towers; no expenses.

Updates

Ag and Food Tech Park

There are two additions to the Board of Directors; Bill Strassburg who is the Vice President of Strategic Planning at Wegmans, and Mike Nozzolio. Mr. Strassburg suggested looking at using some of the funds from the Upstate Revitalization to develop a Farm hub for food prospects in New York State. A Rubric is being put together for tenant selection; it must be the right prospect, even if it means waiting.

GEDC – A company that manufactures garage doors has signed a lease for the 21,000 square foot space. The roof bid was within budget and will cover 2/3 of the 21,000 new tenant space. Real Eats is doing well and will be adding a 2nd shift. An Operations Manual is being developed for shared space.

City Council – The focus right now is on the City Manager transition. Council will meet tomorrow night to assign an Interim City Manager.

School District – Ms. Jackson-Sellers explained to the group about a program between Finger Lakes Technical & Career Center and Finger Lakes Health called New Visions. It is an academically rigorous program for college bound seniors planning on majoring in the health field. The program lets students explore a full array of medical careers while gaining clinical experience and college credits.

The Eye to Eye program which is a national mentoring program that pairs college students with learning disabilities with youngsters who also have learning disabilities, is working out well this year.

Starting to talk about the graduation rate and overall it looks good. The District has gained students from Puerto Rico, which will affect the numbers.

Marketing Committee – Reported by Ms. Everdyke. The December meeting for the LDC was cancelled; therefore, the vote regarding the Part-time Research Assistant will take place at the January meeting. Once that occurs, we can work on the job description for that position.

Mr. Cecere and members of the Board thanked Mr. Horn for his service to the Board and to the City of Geneva.

Executive Session – Ms. Nenneau made a motion, Mr. Bley seconded and the Board resolved to enter into executive session at 8:26 a.m.

On motion from Mr. Massa, seconded by Mr. Passalacqua, the Board came out of Executive Session at 8:41 a.m. No action taken.

Adjourn:

There being no further business to discuss, the meeting was adjourned at 8:42 a.m.

Lawrence (Rick) Bley,
Secretary/Treasure