



INDUSTRIAL DEVELOPMENT AGENCY

Monday, March 25, 2019

5:00 p.m.

20 Ontario St., Canandaigua, NY
(2nd floor Conference Room, Room 200)

ANNUAL MEETING

AGENDA ITEM	POTENTIAL OUTCOME	PERSON RESPONSIBLE
Call to Order	Quorum Present?	Mike Davis
New Business:		
205 Lakeshore Drive	Authorizing resolution	Barry Carrigan
CY Plastics Expansion	Authorize Public Hearing	Mike Manikowski/Andy Molodetz
Old Business:		
Airport Update	Inform Board of status	Bob Mincer
Administration:		
Feb. 25, 2019 meeting minutes	Resolution to accept the minutes	Mike Davis
2018 Annual Report	Motion to accept report	Brian Moore/Kim Allen
12/31/18 Audited Financial Statements and PARIS report	Motion to accept report	Tom Lauffer/Michael Wojcik
Accountant's Management Letter	Motion to accept report	Tom Lauffer/Michael Wojcik
Letter of Communication	Motion to accept report	Tom Lauffer/Michael Wojcik
Annual Procurement Report	Motion to accept report	Michael Wojcik
Policies & Procedures Amendments	Motion to accept report	Michael Wojcik
Management's Internal Control Assessment Report	Motion to accept report	Michael Wojcik
IDA Mission Statement and Measurement Report	Motion to accept report	Michael Wojcik
Invoices for payment	Motion to approve payments	Michael Wojcik
Adjournment	Resolution to adjourn	Mike Davis

Next Regular Meeting is Monday, April 22, 2019

Quorum (confirmation required):	Members Excused:
Mike Davis, Chair	Brad Braddon
Don Culeton	Guests:
Supervisor Jeff Gallahan	Brian Young, Deputy County Administrator
Kelly Mittiga	Tom Lauffer, CPA Mengel Metzger Barr & Co, LLP
Laura Pedersen, Secretary	Harry Sicherman, Harrison Studio
Lew Zulick, Treasurer	Brian Moore, Dixon Schwabl
	Kim Allen, Dixon Schwabl
	Andy Molodetz, CY Plastics
Non-Members Present:	Matt Bragg, Chrisantha Construction
Mike Manikowski, Executive Director	
Michael Wojcik, CFO	Contract Staff:
Jessica Kazmark, Staff	Jim Coniglio, Underberg & Kessler

Brigitte Larson, Staff	Barry Carrigan, Nixon Peabody
Bob Mincer, Staff	