



INDUSTRIAL DEVELOPMENT AGENCY

Meeting Minutes
Monday, May 20, 2019 Meeting
 Economic Development Conference Room
 20 Ontario St
 Canandaigua, NY 14424

Members Present	Members Excused
Mike Davis, Chairman	Brad Braddon
Laura Pedersen, Secretary	
Kelly Mittiga	
Don Culeton	Guests Present
Lewis Zulick, Treasurer (call-in)	Brian Young, Deputy County Administrator
Supervisor Jeff Gallahan	Doug Bennett, Inn on the Lake
	Ginny Clark, Sands Family Foundation
	Supervisor Richard Russell, City of Canandaigua
Staff Present	
Mike Manikowski, Exec. Dir.	Contract Staff
Suzanne Vary, Staff	Barry Carrigan, Nixon Peabody
Michael Wojcik, CFO	James Coniglio, Underberg & Kessler
Jessica Kazmark, Staff	
Brigitte Larson, Staff	
Bob Mincer, Staff	

CALL TO ORDER: Chair Mike Davis called the meeting to order at 5:02 p.m. A quorum was present.

NEW BUSINESS:

Inn on the Lake:

Mike Manikowski introduced Doug Bennett, Ginny Clark and City of Canandaigua Supervisor, Richard Russell. Doug Bennett gave the Board a brief status update and explained that construction has begun on the Inn on the Lake, but there have been some additional and unforeseen costs. Doug added that the additional costs have been construction, specifically foundation related, resulting in an additional \$2.5 million to the budget. The Company also increased the kitchens to account for the event space, believing it will improve the space and property. Doug emphasized that the industry is very cost sensitive and that the Company needs to explore every option. Doug stated that they have brought Steve Powell on to do another impact study that will take the 109 rooms at Finger Lakes Resort into consideration. They will also look at what the competitive advantage, in financial terms, will look like overall. They expect to

receive the completed study from Steve by mid-June and will then decide what to propose to the OCIDA, to create a more level playing field. Ginny Clark commented on how it will be important to see the analysis now that both projects are going to be completed and that it will be equally as important for both business to work together for accommodating larger events and conferences. It was discussed that Finger Lakes Resort was not a contributing factor in the Inn on the Lake's original financial models. Doug and Ginny also said that their team have already spoken with the Canandaigua Mayor and school Superintendent and updated them on the project. It was discussed whether or not the unforeseen issues will impact the reopening date for the Inn on the Lake. Doug stated that since construction is still on, the plan is for the Sand Bar to open Memorial Day 2020 and the rest could be done in a phased opening, but the plan is for the entire campus to be open next summer.

Doug Bennett, Ginny Clark and Supervisor Richard Russell exited the meeting at 5:27 p.m.

Supervisor Jeff Gallahan arrived at 5:27 p.m.

OLD BUSINESS:

Airport Update:

Bob Mincer stated that last month, he and Zach Staff met with property owners regarding the tree removal and that the process is moving along. Bob also said that construction for the Snow Removal Equipment Building will start in June and hopefully be completed by August of this year. Bob also shared that he is working with staff on landscaping and a mowing schedule. He would also like to sell one of the airport's mowers and invest in a larger one, which was discussed with the Airport Committee this afternoon. The mower can be sold for \$5300 and Bob said he can purchase a something larger for around \$8000. Striping and sealing the parking lot will also be completed, for under \$2000. Bob also stated that they are taking waste fuel from Mercy Flight and using it for the mowers.

Supervisor Jeff Gallahan made a motion to approve the sale of the lawnmower and for Bob to purchase a larger one. Laura Pedersen seconded the motion. Unanimously approved. Motion carried.

Bob also pointed out that there was an accident on the field earlier this month, with no major injuries. The aircraft was insured and is now under NTSB possession. It will go to auction at a later date. Bob has also redeveloped procedures for the on-site personnel to contact him, should an event occur in the future. It was discussed at the Airport Committee meeting that fencing is needed as a part of wildlife control and a proposal will be brought to the Board at a later date. The costs would be partially split with Mercy Flight Central.

Task Order 7:

Bob Mincer presented Task Order No. 07 to the Board, which will allow McFarland Johnson to alter the scope of the terminal design. \$21,000 will be taken out of the engineering costs for this modification. Bob stated that approval has been received from the DOT.

Laura Pedersen made a motion to approve Task Order No. 07 to allow modification to the scope of the terminal design. Don Culeton seconded the motion. Unanimously approved. Motion carried.

ADMINISTRATION:

April 22, 2019 Minutes:

Mike Davis presented the April 22, 2019 Meeting Minutes for approval.
Don Culeton made a motion to approve the April 22, 2019 minutes as presented. Kelly Mittiga seconded the motion. Motion unanimously carried.

Change in Board Member Terms:

Michael Wojcik suggested changing the terms of each Board Member to coincide with the OCLDC terms. Section 703(b) of the New York Not-for-Profit Incorporation Law has recently been amended to limit the appointment of any Director to the Board of a not-for-profit to a maximum of five (5) years. OCIDA is not required to do so; however, this will make it easier when reappointing members once their term expires with both Boards. The terms will be changed from six (6) years to five (5) years.

Laura Pedersen made a motion to approve the change in Board Member terms from six (6) years to five (5) years. Don Culeton seconded the motion. Unanimously approved. Motion carried.

4/31/19 Financial Statements:

Michael Wojcik presented the April Financial Statements. CoverWallet will be removed from the financials, as the funding did not move forward.

Supervisor Jeff Gallahan made a motion to approve the April Financials as presented. Don Culeton seconded the motion. Unanimously approved. Motion carried.

Bank Signatory Resolution:

Michael Wojcik stated that he would like to open an account at Lyons National Bank to receive a higher interest rate. Michael also explained that there will be a new signature card that needs to be signed by all Board Members.

Don Culeton made a motion to approve the Bank Signatory Resolution. Laura Pedersen seconded the motion. Unanimously approved. Motion carried.

Invoices for payment:

Michael Wojcik presented for approval, airport invoices for payment totaling \$25,448.79; Agency invoices totaling \$33,797.34 and total invoices in the amount of \$59,246.13.

Supervisor Jeff Gallahan made a motion to approve the above referenced invoices for payment. Kelly Mittiga seconded the motion. Unanimously approved. Motion carried.

ADJOURNMENT:

Laura Pedersen made a motion to adjourn the IDA meeting at 6:02 p.m. Don Culeton seconded the motion. Motion unanimously approved.

Respectfully submitted,

Brigitte Larson