



## INDUSTRIAL DEVELOPMENT AGENCY

**Meeting Minutes**  
**Monday, March 25, 2019 Meeting**  
 2<sup>nd</sup> floor Conference Room (Room 200)  
 20 Ontario St  
 Canandaigua, NY 14424

<b>Members Present</b>	<b>Members Excused</b>
Mike Davis, Chairman	Brad Braddon
Laura Pedersen, Secretary	
Kelly Mittiga	
Supervisor Jeff Gallahan	<b>Guests Present</b>
Don Culeton	Brian Young, Deputy County Administrator
Lewis Zulick, Treasurer	Tom Lauffer, Mengel Metzger Barr & Co. LLP.
	John Rynkiewicz, Mengel Metzger Barr & Co. LLP.
<b>Staff Present</b>	Bob Murphy, 205 Lakeshore Drive
Mike Manikowski, Exec. Dir.	Harry Sicherman, Harrison Place Studio
Michael Wojcik, CFO	Ellen Polimeni, Mayor, City of Canandaigua
Jessica Kazmark, Staff	John Goodwin, Manager, City of Canandaigua
Brigitte Larson, Staff	Andy Molodetz, CY Plastics
Bob Mincer, Staff	Matt Bragg, Chrisantha Construction
	Joe Rowley, SVN Realty Group
	Kayla Green, Rochester First, News 8
	Brian Moore, Dixon Schwabl
	Kim Allen, Dixon Schwabl
	Gina Godlewski, Dixon Schwabl
	<b>Contract Staff</b>
	Barry Carrigan, Nixon Peabody
	James Coniglio, Underberg & Kessler

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

**NEW BUSINESS:**  
**205 Lakeshore Drive:**

Mike Manikowski reminded the Board and guests about the public hearing that took place about a year ago with regard to the hotel and conference center being built at 205 Lakeshore Drive. Barry Carrigan stated to the Board that the final authorizing resolution would allow the project to

move forward and schedule a closing. It authorizes the benefits for the transaction to include mortgage reporting tax in the amount of \$225,000, sales tax in the amount of \$756,405 and also includes ten year PILOT. It was discussed that the project is commercial, but is also private due to the condominiums. The commercial portion will have a conference center capable of holding 500 people, as well as hotel rooms. The existing structure is assessed at \$4.5 million and currently pays taxes yielding \$131,000 for the City, School District and County. That will remain in place and once completed, the condominiums will yield \$450,000 of real property taxes. The funding has been secured from a private equity firm and Mike stated there is a clear term sheet and this project will not happen without OCIDA assistance. Barry verified that this is a condition of closing. Mike explained that Michael Wojcik has done more analysis with regard to the project to make sure it does not create an unusual situation for return on investment. Mike also emphasized on the crucial need for conference centers in Canandaigua, explaining that large associations looking for venues to hold a conference are unable to look into Canandaigua due to the lack of availability. It was also stated that the Inn on the Lake and 205 Lakeshore will work together to accommodate larger groups for overnight stays. Michael Wojcik went over the cost benefit analysis and project checklist.

*Lew Zulick made a motion to approve the authorizing resolution for the 205 Lakeshore Drive, LLC project. Kelly Mittiga seconded the motion.*

Supervisor Jeff Gallahan expressed that he had reached out to residents and conducted interviews regarding the Lakeshore project. Jeff is concerned with the amount of rooms compared to capacity for a conference and sees it as an inconvenience. He also pointed out that he did not support the PILOT when it was originally discussed last year and stated that he will not support it tonight.

Chairman Mike Davis called for a vote on the authorizing resolution for 205 Lakeshore Drive, LLC.

*The resolution was approved with five votes in favor and one opposed.*

Bob Murphy and Harry Sichernan exited the meeting at 5:22 pm

### **CY Plastics Expansion:**

Mike Manikowski reintroduced Andy Molodetz of CY Plastic, a manufacturing firm located in Honeoye that specializes in injection and blow molding. Andy explained that CY Plastics is looking to build a new facility in East Bloomfield located on Routes 5 & 20. Andy stated that the Company would be working with Chrisanntha Construction and SVM Realty Group. The Company will be asking for OCIDA assistance with the project as the construction of the new facility will not proceed without it. CY Plastics will be asking the OCIDA for a 10 year PILOT agreement, mortgage recording tax and sales tax for furnishings. Jobs were discussed and it was stated that Andy could see about 7 or 8 new jobs over the first few years.

*Supervisor Jeff Gallahan made a motion to authorize a public hearing for the CY Plastics Expansion project. Kelly Mittiga seconded the motion. Unanimously approved. Motion carried.*

Andy Molodetz, Matt Bragg, Joe Rowley, Mayor Ellen Polimeni and John Goodwin exited the meeting at 5:37 p.m.

### **OLD BUSINESS:**

### **Airport Update:**

Bob Mincer gave the Board a brief update and stated that he and Zach from McFarland Johnson met with the Director of Aviation with the DOT a few weeks ago, and spoke about future plans for the airport area. The construction for the Snow Removal Equipment building is anticipated to start within the next couple of weeks, and will be about a two month build. Bob explained that the Airport is preparing for the summer and concert season, along with some staffing changes. Bob has also been looking at past leases and is working on a template for future leases.

### **ADMINISTRATION:**

#### **2018 Annual Report:**

Mike Manikowski introduced Kim Allen and Brian Moore from Dixon Schwabl to present the 2018 Annual Report. It was noted that there is a section in the Annual Report that highlights the accomplishment of Ontario County being the first government entity to ever receive the ETHIE award. The report is also more of an infographic version with a few showcase stories for more of a visual story.

*Don Culeton made a motion to approve the 2018 Annual Report. Lew Zulick seconded the motion. Unanimously approved. Motion carried.*

Brian Moore, Kim Allen and Gina Godlewski exited the meeting at 5:57 pm.

#### **12/31/18 Audited Financial Statements and PARIS Report, Accountant's Management Letter and Accountant's Letter of Communication:**

Michael Wojcik introduced Tom Lauffer and John Rynkiewicz to present the 2018 Audited Financial Statements and PARIS Report, Accountant's Management Letter and Accountant's Letter of Communication. It was mentioned that there need to be 3 written quotes for purchases and for two transactions there were only two. Lew Zulick stated that the reports were presented to the Audit Committee prior to the meeting and that it was discussed that depending on the transaction, if three quotes are not received that it should be brought to the Board as an exception.

*Lew Zulick made a motion to approve the 12/31/18 Audited Financial Statements and PARIS Report, Accountant's Management Letter and Accountant's Letter of Communication.*

Tom Lauffer and John Rynkiewicz exited the meeting at 6:03 pm.

**2018 Reports:** Michael Wojcik reviewed the following reports to the Board:

- Annual Procurement Report
- Policies & Procedures Amendments
- Management's Internal Control and Assessment Report
- IDA Mission Statement and Measurement Report

Michael Wojcik noted that all the reports will be posted on the website.

*Lew Zulick made a motion to block and approve the 2018 reports including the Annual Procurement Report, Policies & Procedures Amendments, Management's Internal Control and Assessment Report and IDA Mission Statement and Measurement Report. Kelly Mittiga seconded the motion. Unanimously approved. Motion carried.*

**February 25, 2019 Minutes:**

Mike Davis presented the February 25, 2019 Meeting Minutes for approval.

*Laura Pedersen made a motion to approve the February 25, 2019 minutes as presented. Lew Zulick seconded the motion. Motion unanimously carried.*

**Invoices for payment:**

Michael Wojcik presented for approval, airport invoices for payment totaling \$39,063.48; Agency invoices totaling \$66,247.50 and total invoices in the amount of \$105,310.98. Bob Mincer went over the invoices related to the Airport.

*Lew Zulick made the motion to approve the payments of the above referenced invoices. Kelly Mittiga seconded the motion. Motion unanimously carried.*

**ADJOURNMENT:**

*Lew Zulick made a motion to adjourn the IDA meeting at 6:09 p.m. Kelly Mittiga seconded the motion. Motion unanimously approved.*

Respectfully submitted,

*Brigitte Larson*