



ECONOMIC DEVELOPMENT CORPORATION

Tuesday, July 12, 2022

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

**CALL TO ORDER:** Chair Rob Solenne called the meeting to order at 8:31 a.m. A quorum was present.

**OLD BUSINESS:**

**Assured Edge Solutions:**

Suzanne Vary explained that the Finance Committee meeting was canceled since materials were not received in time. This request will be postponed until the August meeting provided there will be a Finance Committee meeting to discuss the request. Sue also reminded the Board of the Company’s request; \$186,000 to assist with equipment purchases and working capital. The Company has requested this amount be added to their current loan.

**Agro Research request:**

Michael Wojcik informed the Board that the past due balance has been paid, including late fees. The Company has hired a forensic accountant that will be working on the financials. Michael confirmed the deferment will be until October.

Supervisor Peter Ingalsbe entered the meeting at 8:33 a.m.

**CDBG CARES Act Hospitality and Tourism Grants:**

Suzanne Vary presented an updated report on what has been funded. It was discussed that the deadline for businesses to have all paperwork submitted is August 15<sup>th</sup>.

Ryan Davis will contact Nicola at Ostrander Consulting to request status updates for each small business.

**Real Estate update:**

Jim Armstrong provided an update on the real estate project he's been working on. Jim has been working with realtors and municipalities to get specifics on available buildings and sites, also noting that there are 110 properties currently listed on the GRE site.

**ADMINISTRATION:**

**May 10, 2022 Minutes:**

Due to the lack of an in person quorum and the need for a unanimous vote, the item was not voted on at the June meeting. Rob Sollenne presented the May 10, 2022 meeting minutes.

**June 14, 2022 Minutes:**

Rob Sollenne presented the June 14, 2022 meeting minutes.

*Lynn Freid made a motion to block and approve the May 10, 2022 and June 14, 2022 minutes as presented. Joe Bridgeford seconded the motion. Unanimously approved. Motion carried.*

**Executive Director:**

Due to the lack of a quorum at the June meeting, a vote to appoint Ryan Davis as the OCEDC Executive Director was not taken and shall be resolved.

*Supervisor Peter Ingalsbe made a motion to appoint Ryan Davis as Executive Director of the Ontario County Economic Development Corporation. Lynn Freid seconded the motion. Unanimously approved. Motion carried.*

**Invoices for Payment:**

Michael Wojcik reviewed and submitted the invoices for payment for approval, which included 5 invoices totaling \$16,736.79 for May.

Michael Wojcik reviewed and submitted the invoices for payment for approval, which included 5 invoices totaling \$10,367.07 for June.

*Lynn Freid made a motion to block and approve the May and June invoices for payment. Erica Wright seconded the motion. Unanimously approved. Motion carried.*

**Banking Resolution:**

Michael Wojcik presented a resolution to update the signing authorities with Canandaigua National Bank and Lyons National Bank.

*Lynn Freid made a motion to authorize the banking resolution. Dave Linger seconded the motion. Unanimously approved. Motion carried.*

**Questions on Informational Reports:**

Michael Wojcik presented the June and July Financials. There were no questions.

*Erica Wright made a motion to approve the June and July Financials. Lynn Freid seconded the motion. Unanimously approved. Motion carried.*

**Open Discussion:**

At the June meeting it was suggested to see if a different date would work for the EDC meeting, instead of the second Tuesday of every month. A survey was given to the Board members to determine which date would work best, finding that the meeting date will remain as is.

Ryan Davis has been sending out a weekly communicator to provide updates regarding conferences and meetings that he's attended. He also continues to meet with individual board members and Supervisors.

Karen Parkhurst informed the Board that County Administrator Chris DeBolt will be speaking at a town committee meeting Friday, regarding affordable housing. It was also discussed that Chris would like Ryan Davis to act as a committee member once a group is officially formed.

**ADJOURNMENT:**

*Lynn Freid made a motion to adjourn at 9:30 a.m. Joe Bridgeford seconded the motion. Unanimously carried.*

Respectfully submitted,

*Brigitte Larson, Staff*