



## INDUSTRIAL DEVELOPMENT AGENCY

### Meeting Minutes Monday, October 24, 2022 Meeting

<b>Members Present</b>	<b>Members Excused</b>
Mike Davis, Chairman	Kelly Mittiga, Vice-Chair
Andy Molodetz	Don Culeton
Lewis Zulick, Treasurer	
Supervisor Dan Marshall	
Deb Brown	
	<b>Guests Present</b>
<b>Staff Present</b>	Alissa Bub, Deputy County Administrator
Ryan Davis, Executive Director	Chris Schubert, Canandaigua Air Center
Michael Wojcik, CFO	Kevin Reynolds, Canandaigua Air Center
Suzanne Vary, Staff	Dan Miller, Canandaigua Air Center
Brigitte Larson, Staff	
Bob Mincer, Staff	<b>Contract Staff</b>
Jessica Kazmark, Staff	Ed Russell, Underberg & Kessler
	Barry Carrigan, Nixon Peabody
	Mike Manikowski, Consultant

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

#### **NEW BUSINESS:**

##### **Indus FSD, LLC:**

Suzanne Vary explained that there has been no change in status. The Company is still determining the assessment issue with the Town of Victor.

##### **AMP Solar & Town of Canandaigua:**

Ryan Davis shared that the Town of Canandaigua received a letter from Amp Energy regarding a solar project located at 2890 County Road 10. The Town of Canandaigua does not support the location of the project, citing that it is an agricultural zone; however, would support the project at a different location. The Town is requesting a letter of support from the IDA regarding their decision, however; it was also noted that Staff will include that if the Town wishes to change their decision in the future, the IDA will support that as well.

*Andy Molodetz made a motion to authorize Staff to draft a letter supporting the Town's decision. Supervisor Dan Marshall seconded the motion. Unanimously approved. Motion carried.*

Mike Manikowski pointed out that historically the Board has supported the wishes of the towns regarding projects.

### **OLD BUSINESS:**

#### **Airport Update:**

Bob Mincer presented his monthly report and informed the Board that starting in 2023 the airport will be recognized as a regional airport. Bob explained that the status upgrade may lead to additional funding opportunities.

*Lew Zulick made a motion to accept the Airport Update Report as presented. Deb Brown seconded the motion. Unanimously approved. Motion carried.*

#### **205 Lakeshore Drive:**

Michael Wojcik explained that the ST-60 expired in August and the developer would like an extension. Michael confirmed that the full amount has not been used. The project is planned to open between January and May of 2023. The ST-60 is for sales tax exemption only.

*Andy Molodetz made a motion to authorize the extension. Supervisor Dan Marshall seconded the motion. Unanimously approved. Motion carried.*

### **ADMINISTRATION:**

#### **2023 Tentative Budget:**

Bob Mincer presented the 2023 budget for the airport. The Airport/Finance Committee met last week and recommended approval to the full Board. Bob gave the Board a brief update on projects and Capital Improvements. Bob also pointed out that there is \$95,000 budgeted for equipment purchases, however; this does not include the sale of other machines.

Michael Wojcik presented the Agency budget for 2023, noting that it is similar to last year. Michael clarified that the consulting agreement will decrease, and that workforce development is budgeted at \$10,000 for an event that the IDA has funded in the past. Michael then presented the combined airport and agency budget for 2023 and took comments and questions from the Board.

Ultimately, revenue and depreciation were among the main topics of discussion. It was noted that when the Committee met last week to discuss the budget, a motion was made to develop a revenue plan. This plan will be presented to the Committee for recommendation, then to the Board for final approval. It was also discussed that an economic impact study of the airport would be beneficial. This study could be presented to the County and other outside agencies if the IDA wishes to ask for support for the airport.

*Lew Zulick made a motion to approve the 2023 budget as presented. Supervisor Dan Marshall seconded the motion.*

Andy Molodetz expressed his concern of revenue for the airport and that he would like a financial plan developed. Chairman Mike Davis called for a vote on the 2023 OCIDA Budget. *The budget was approved with four votes in favor and one opposed.*

*Andy Molodetz made a motion to formally request that a long-term financial plan be developed for the airport, and that it be presented to the Airport Committee, followed by the Board. Supervisor Dan Marshall seconded the motion. Unanimously approved. Motion carried.*

It was also clarified that the economic impact study will be completed.

**September 26, 2022 Minutes:**

Mike Davis presented the September 26, 2022 Meeting Minutes for approval.

*Lew Zulick made a motion to approve the September 26, 2022 minutes as presented. Andy Molodetz seconded the motion. Motion unanimously carried.*

**Invoices for payment:**

Michael Wojcik presented for approval, airport invoices for payment totaling \$20,985.57; Agency invoices totaling \$38,941.03 and total invoices for \$59,926.30. Bob Mincer clarified the airport related invoices.

*Deb Brown made a motion to approve the above referenced invoices for payment. Lew Zulick seconded the motion. Unanimously approved. Motion carried*

**Questions on Reports (Financials):**

Michael Wojcik presented the Financials to the Board. There were no questions.

*Andy Molodetz made a motion to accept and approve the above-mentioned report as presented. Deb Brown seconded the motion. Unanimously approved. Motion carried.*

**Quickbooks:**

Michael Wojcik informed the Board that the County is switching to an online version of QuickBooks. The cost is estimated to be about \$1500 annually. Staff would like to request that the IDA pays a portion.

*Lew Zulick made a motion to approve payment, not to exceed \$500. Deb Brown seconded the motion. Unanimously approved. Motion carried.*

**ADJOURNMENT:**

*Lew Zulick made a motion to adjourn the IDA meeting at 6:04 p.m. Supervisor Dan Marshall seconded the motion. Motion unanimously approved.*

Respectfully submitted,

*Brigitte Larson*