



COUNTY OF MONROE INDUSTRIAL DEVELOPMENT AGENCY

**AGENDA – AGENCY ANNUAL MEETING OF MARCH 19, 2013
EBENEZER WATTS CONFERENCE CENTER– 12:00 NOON**

1. Call meeting to order
2. Pledge of Allegiance
3. Annual Report
4. Public Comments
5. Loewke Brill Report

Applications:

**I – Square
85 Excel Drive
Rochester, New York 14617**

\$9,900,000 - Lease/Leaseback with custom abatement

Project Address:

**Titus Avenue & Cooper Road
Rochester, New York 14617**

I-Square LLC is proposing a mixed use development in the Town of Irondequoit. The project includes the construction of seven new buildings, outdoor amphitheater, parking and residential space. The \$9.9 Million project is projected to create 12 new FTEs over the next three years. The applicant is seeking approval of a custom abatement program. The Town of Irondequoit is supportive of the project.

**ITT Power Solutions Inc.
11 Interstate Drive
West Springfield, MA 01089**

\$3,650,000 – Sales Tax Exemptions Only

Tenant & Project Address:

**ITT Space Systems LLC
800 Lee Road
Rochester, New York 14606**

ITT Space Systems LLC (ITT), a global supplier of remote sensing and navigation solutions that provide sight and situational awareness at the space, airborne, ground and soldier levels, is proposing to relocate their Massachusetts operations to their existing site at 800 Lee Road in the Town of Greece. The \$3.65 Million project will renovate and equip existing space to accommodate the new operation and is projected to create 50 new FTEs over the next three years. The applicant is seeking approval of sales tax exemptions only.

**Alexander East LLC
301 Exchange Blvd.
Rochester, New York 14608**

\$7,500,000 – Lease/Leaseback with JobsPlus

Project Address:

**Alexandrian Apartments
286-300 Alexander Street
Rochester, New York 14607**

Alexander East LLC (AE) is proposing to renovate the Alexandrian apartments, a 55,400 square foot building located on 1.94 acres at Alexander Street and East Avenue in the City of Rochester. AE plans to renovate the property and create sixty apartments, parking and retail space. The \$7.5 Million project is projected to create 6 new FTEs over the next three years. The applicant is seeking approval of the JobsPlus property tax abatement program. The job creation requirement is 1 FTEs. The City of Rochester is supportive of the requested abatement as it will significantly enhance the neighborhood's revitalization efforts.

**Elmer W. Davis Inc.
1217 Clifford Avenue
Rochester, New York 14621**

\$88,000 – (EquiPlus) Sales Tax Exemptions Only

Elmer W. Davis Inc. (ED), a commercial roofing contractor located in the City of Rochester was founded more than 50 years ago and provides commercial roofing and sheet metal services. To accommodate continued growth, ED is proposing to invest in additional truck equipment. The \$88,000 project will impact 145 FTEs and is projected to create 2 new FTEs over the next three years. ED has been approved for the GreatRebate program through Monroe County Industrial Development Corporation and is seeking approval of the EquiPlus program. Of note, ED was approved for a GreatRebate/EquiPlus in 2005 when it employed 40 FTEs.

**Employee Relations Associates Inc.
7 Linden Park
Rochester, New York 14625**

\$115,000 – (EquiPlus) Sales Tax Exemptions Only

Employee Relations Associates Inc. (ERA), founded in 1985, provides career transition, executive and professional search, human resources consulting and staffing services. To accommodate additional growth, ERA is proposing to invest in upgrading equipment, computers, furniture and workstations. The \$115,000 project will impact 18 FTEs and is projected to create 2 new FTEs over the next three years. ERA has been approved for the GreatRebate program through Monroe County Industrial Development Corporation and is seeking approval of the EquiPlus program.

**Riverview Commons LLC
176 North Water Street
Rochester, New York 14604**

\$4,225,000 – Lease/Leaseback with JobsPlus

Tenant & Project Address:

**168 North Water Street & 144 Andrews Street
Rochester, New York 14604**

Riverview Commons I LLC (Riverview) is proposing to renovate two existing adjacent apartment buildings located at Water Street and Andrews Street in the City of Rochester. The \$4,225,000 project will completely redesign the buildings, upgrade security and technology, and add 16 additional loft apartments. The project is projected to create 2 new FTEs over the next three years. The applicant is seeking approval of the JobsPlus property tax abatement program. The job creation requirement is 1 FTE.

End 2 End Sports (SC) LLC \$4,719,000 – Mortgage tax only
2700 Brighton Henrietta TL Road
Rochester, New York 14623

End 2 End Sports LLC will be purchasing the Monroe County Sports Centre operation for \$4 million. The 4 rink arena built in 1999 is in need of mechanical updating. The new owners propose to invest approximately \$720,000 in mechanical upgrades. The upgrades are necessary to address humidity issues which have led to some events leaving the rink. Request is for mortgage tax exemption.

6. Approval of Minutes – Agency meeting February 19, 2013

7. Chair Mazzullo – Discussion Items

8. Executive Director Seil – Discussion Items

- Mission Statement and Performance Measures
- Officer Nominations
 - Theresa Mazzullo – Chair
 - Steve Moore – Vice Chair
 - Hank Stuart - Secretary
 - Ann Burr – Treasurer
 - Rosalind Gerbracht– Asst. Treasurer
- Re-Adopt Governance Committee Charter
 - Reappoint Governance Committee
 - Hank Stuart - **Chair**
 - Clint Campbell
 - Theresa Mazzullo
- Re-Adopt Audit Committee Charter-
 - Reappoint Audit Committee
 - Ann Burr – **Chair**
 - Rosalind Gerbracht
 - Stephen Moore
- Re-Adopt PILOT Compliance Review Policy
 - Reappoint PILOT Review Committee
 - Theresa Mazzullo- **Chair**
 - Rosalind Gerbracht
 - Hank Stuart
- Re-Adopt Finance Committee Charter
 - Reappoint Finance Committee
 - Stephen Moore – **Chair**
 - Rosalind Gerbracht

- Ann Burr

9. Governance Committee Report – Theresa Mazzullo

- Governance Committee Meeting of February 5, 2013
- Board Evaluation Summary
- Approve/Re-adopt Bylaws & Policies
 1. Mission Statement and Performance Measures
 2. Bylaws
 3. Code of Ethics
Ethics Officer – **Steve Moore**
 4. Compensation, Reimbursement and Attendance Policy
 5. Defense and Indemnification Policy
 6. Policy for Tracking Inventory and Disposal of Assets
Contracting Officer – **Judy Seil**
 7. Extension of Credit
 8. Internal Controls and Financial Accountability
Internal Control Officer – **Steve Moore**
 9. Investment and Deposit Policy
 10. Procurement Policy
 11. Travel Policy
 12. Whistleblower Policy
 13. Public Comment Period Rules of Procedure
 14. Freedom of Information Law Policy
 15. Uniform Tax Exemption Policy

10. Audit Committee Report – Roz Gerbracht

11. Audit Review – Randy Shepard, Bonadio Group

12. Legal Counsel Townsend Discussion Items

Miscellaneous:

CTLA LLC/200 Canal View Blvd. – Approve new tenants – Neuro-Ophthalmology of Rochester/Excell Securites/Newcastle Press/Independent Title Agency LIC

Alexander Properties of Rochester LLC – Increase project amount from \$680,000 (approved September 2012) to \$727,000 (\$47,000 increase)

Maximus Inc. – Increase project amount from \$1,590,600 (approved February 2012) to \$2,728,500 (\$1,137,900 increase)

Gallina/600 Mile Crossing – approve new tenant, Function 5 Technology Group LTD.

Eastman Kodak – Sale of Eastman Kodak Building/115 Canal Landing Boulevard to Fuller Road Management Corporation

The next meeting of the Agency will be held on **Tuesday, April 16, 2013**

Adjournment.