



COUNTY OF MONROE INDUSTRIAL DEVELOPMENT AGENCY

**AGENDA – AGENCY ANNUAL MEETING OF MARCH 18, 2014
EBENEZER WATTS CONFERENCE CENTER– 12:00 NOON**

1. Call meeting to order
2. Pledge of Allegiance
3. Annual Report
4. Public Comments
5. The Bonadio Group (Verified Exemption Request)
6. Loewke Brill Report

Applications:

Sheridan Brothers Moving (\$177,504 – Sales Tax Exemptions Only)
1350 University Avenue
Rochester, New York 14607

Sheridan Brothers Moving Inc., (SBM), founded in 2003, is located in the City of Rochester and provides local and long distance moving and storage. SBM is proposing the purchase of two 26 foot box trucks to upgrade their fleet of moving vehicles. SBM currently employs 30 FTEs and expects to create 2 new full-time positions. SBM has been approved for the GreatRate program through Monroe County Industrial Development Corporation and is seeking approval of the EquiPlus program.

Indus Panorama Trail Inc. (\$8,000,000 – Lease/Leaseback with Jobs Plus)
1080 Pittsford Victor Road (\$ 295,000 – Sales Tax Exemptions Only)
Suite 201
Pittsford, New York 14525

Tenant & Project Address: Hampton Inn
950 Panorama Trail South
Rochester, New York 14625

Indus Companies, a local real estate development company, develops, builds and operates a number of hospitality concepts of more than 40 hotels and restaurants including Wyndham Hotel, Hilton, Dunkin' Donuts and Yum! brands. Indus is proposing a 55,000 square foot, six story Hampton Inn with 75-80 rooms on 3.2 acres on Panorama Trail in the Town of Penfield, which was formerly the site of Rinky Dink Golf. The \$8,295,000 project is projected to create 16 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. The operating entity is seeking sales tax exemption on construction, furniture and fixtures.

- 7. Approval of Minutes – February 18, 2014
- 8. Chair Mazzullo – Discussion Items
- 9. Executive Director Seil – Discussion Items
- 10. Executive Director Seil – Discussion Items
 - Mission Statement and Performance Measures
 - Officer Nominations
 - Theresa Mazzullo – Chair
 - Steve Moore – Vice Chair
 - Ann Burr – Treasurer
 - Re-Adopt Governance Committee Charter
 - Reappoint Governance Committee & Chair
Jay Popli - Chair
Theresa Mazzullo
Clint Campbell
 - Re-Adopt Audit Committee Charter-
 - Reappoint Audit Committee & Chair
Ann Burr - Chair
Steve Moore
 - Re-Adopt PILOT Compliance Review Policy
 - Reappoint PILOT Review Committee& Chair
Theresa Mazzullo – Chair
Jay Popli
Eugene Caccamise
 - Re-Adopt Finance Committee Charter
 - Reappoint Finance Committee & Chair
Steve Moore - Chair
Ann Burr
- 11. Governance Committee Report – Jay Popli
 - Governance Committee Meeting of February 18, 2014
 - 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. Purchasing 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
16. Record Retention Policy
17. Duties & Responsibilities Policy

12. Audit Committee Report – Ann Burr

13. Audit Review – Randy Shepard, Bonadio Group

14. Legal Counsel Townsend Discussion Items

Termination:

-Ebaum's Webster Ventures LLC

Miscellaneous:

-Rochester Tech Park – Increase of \$8.6 Million and extension through December 31, 2014, for sales tax exemptions. Originally approved June, 2007.

-eHealth Global Technologies – Approve \$600,000 increase to \$1,095,000 for sales tax exemptions. Originally approved May, 2013 at \$495,000.

The next meeting of the Agency will be held on **Tuesday, April 15, 2014**

Adjournment.