



## **DRAFT MINUTES**

### **REGULAR MEETING OF THE BOARD OF DIRECTORS OF IMAGINE MONROE**

Date & Place: February 20, 2018, Rush Town Hall, 5977 East Henrietta Road, Rush NY 14543

Board Present: P. Buckley, G. Collins, A. Meleo, T. Milne, J. Popli (Acting Chair), M. Worboys-Turner

Board Absent: A. Burr

Also Present: J. Adair (Executive Director), R. Baranello Endress, Esq., (Harris Beach PLLC), L. Birr (Senior Economic Development Specialist), K. Loewke (Loewke Brill Consulting Group, Inc.), R. Shepard, Bonadio & Co., LLC

Acting Chair Popli called the meeting to order at 12:00 p.m., and A. Milne led the Pledge of Allegiance.

**Prior Minutes:** On motion made by T. Milne, seconded by A. Meleo, the minutes of the December 19, 2018 regular meeting were unanimously approved.

**Verified Exemptions:** Executive Director Adair reported an exemption for Morgan Court Street Development, LLC. The installation and application of the gypcrete flooring product for these housing units will be completed by Henderson Johnson, Inc. of Syracuse, NY.

**Local Labor Compliance Report:** K. Loewke presented three Monitoring Reports (December 2017, Annual 2017 and January 2018). For December 2017, 51 monthly site visits and 3 follow up visits were conducted; of 160 workers checked for local residency, 4 were non-compliant on the initial visit, and all monitored sites were in compliance at the end of December, 2017, and no new signs were delivered. The 2017 annual report showed 781 monthly site visits and 47 follow up visits conducted; of 4,406 workers, 142 were non-compliant on the initial visit, and all monitored sites were in compliance at year end, for an average of 99% compliance on the initial visit, and 100% compliance within 24 hours of initial visit. During this prior month, 59 monthly site visits and 9 follow up visits were conducted; of 343 workers, 22 were non-compliant on initial visit, and at the end of January all monitored sites were in compliance. No new signs were delivered in January.

**Financial Report:** Randy Shepard of Bonadio & Co., LLP presented a compilation report as of September 30, 2017. At Executive Director Adair's instruction, this financial report is for the purpose of understanding how we are performing, and is in a format similar to what is presented at year end. This report addresses bookkeeping safeguards to avoid significant variances at year end. Bonadio has worked closely with staff to address account structures and general entry to streamline reporting, and to make reporting accessible and accurate, and all efforts are going very well. Executive Director Adair added that monthly statements will be given to the Board.

**Applications for Assistance:** Executive Director Adair stated that the first project on the agenda, Sydor Instruments, LLC dba Sydor Technologies, could not get a representative to today's meeting, and they will not be presented at this meeting. Executive Director Adair, presented the following applications for agency consideration:

**LPPA 1 LLC** **Lease/Leaseback with Abatement**

LPPA 1 LLC (Lighthouse Point) is proposing a multi-phase development of a mixed-use community of riverfront residential, recreational and commercial uses on the east bank of the Genesee River, directly south of the O'Rorke Bridge in the Town of Irondequoit. The overall project, located on 24.82 acres of brownfield land, will consist of a 125-unit multi-family apartment complex, two (2) 4-story 52-unit multi-family apartment buildings with parking, one (1) 3 story mixed-use building with 14-units of multi-family apartments and 8,000 sf of commercial space, a 2-story club house, and a swimming pool. This request is for Phase I only, and will encompass 5.5 acres for site work, the construction of 125 apartments and 8,000 sf of commercial space. The project is supported by the Town of Irondequoit and the W. Irondequoit School District. The applicant is seeking sales and mortgage recording tax exemptions, as well as a JobsPlus property tax abatement. The job creation requirement is 1 FTE. The Benefit/Incentive ratio is 1.1:1.

R. Baranello Endress, Esq. reported that a public hearing was held in Irondequoit, procedural questions were addressed, with no opposition.

The project was represented by Alan Knauf, Esq., a member of the LLC; Charles Morgan, Environmental Consultant; and Kevin Hays, Director of Development of Savarino Companies and a member of the LLC.

Executive Director Adair presented the following project resolution:

RESOLUTION OF THE COUNTY OF MONROE INDUSTRIAL DEVELOPMENT AGENCY D/B/A IMAGINE MONROE POWERED BY COMIDA TAKING OFFICIAL ACTION APPOINTING LPPA 1, LLC AS AGENT OF THE AGENCY FOR THE PURPOSE OF ACQUIRING, CONSTRUCTING, EQUIPPING, REPAIRING AND MAINTAINING THE FACILITY, AUTHORIZING THE EXECUTION AND DELIVERY OF AGENT AGREEMENTS; AUTHORIZING THE ACQUISITION OF A LEASEHOLD INTEREST IN AND THE LEASING OF THE LPPA 1, LLC FACILITY AND THE EXECUTION OF RELATED DOCUMENTS AND MAKING CERTAIN FINDINGS AND DETERMINATIONS WITH RESPECT TO THE FACILITY.

On motion by J. Popli, second by A. Meleo, all aye, the reading of the resolution was waived.

M. Worboys-Turner moved, and T. Meleo seconded, to approve the Project, and the motion carried. Roll call vote resulted as follows:

Ann Burr:	Absent	T. Milne:	Aye
P. Buckley:	Abstain, due to potential conflict of interest	J. Popli:	Aye
G. Collins:	Aye	M. Worboys-Turner:	Aye
A. Meleo:	Aye		

**APM Holdings LLC/Addison Precision Mfg. Corp.** **Lease/Leaseback with Abatement**

APM Holdings, LLC (APM) is a real estate holding company for Addison Precision Mfg. Corp., (Addison), who was founded in 1951 and provides complex, close tolerance precision machined parts for the aircraft, aerospace, medical and defense industries throughout the world. This second generation

company requires additional space to meet their growing demand. APM is proposing to purchase 30 acres in the Town of Greece and to construct an 84,000 square foot, state of the art manufacturing facility. The project will impact 79 FTEs and is projected to create 8 new FTEs over the next three years. The applicant is seeking approval of a property tax abatement, as well as sales and mortgage recording tax exemptions. The job creation requirement is 8 FTE. The Benefit/Incentive ratio is 1.4:1.

The project was represented by APM Holdings General Manager and its engineer.

Executive Director Adair presented the following project resolution:

RESOLUTION OF THE COUNTY OF MONROE INDUSTRIAL DEVELOPMENT AGENCY D/B/A IMAGINE MONROE POWERED BY COMIDA TAKING OFFICIAL ACTION APPOINTING APM HOLDINGS LLC AS AGENT OF THE AGENCY FOR THE PURPOSE OF ACQUIRING, CONSTRUCTING, EQUIPPING, REPAIRING AND MAINTAINING THE FACILITY, AUTHORIZING THE EXECUTION AND DELIVERY OF AGENT AGREEMENTS; AUTHORIZING THE ACQUISITION OF A LEASEHOLD INTEREST IN AND THE LEASING OF THE APM HOLDINGS LLC FACILITY AND THE EXECUTION OF RELATED DOCUMENTS AND MAKING CERTAIN FINDINGS AND DETERMINATIONS WITH RESPECT TO THE FACILITY.

On motion by M. Worboys-Turner, second by A. Meleo, all aye, the reading of the resolution was waived. T. Milne moved, and G. Collins seconded, to approve the Project, all aye, and the motion carried. Roll call vote resulted as follows:

Ann Burr:	Absent	T. Milne:	Aye
P. Buckley:	Aye	J. Popli:	Aye
G. Collins:	Aye	M. Worboys-Turner:	Aye
A. Meleo:	Aye		

**Bio-Optronics, Inc.**

**Sales Tax Exemption**

Bio-Optronics, Inc., (Bio-Optronics) is a healthcare information technology company that develops software for patient and staff scheduling used in clinical trials, surgeries, and doctor's office. The company is proposing to purchase computers, servers, and related wiring, as well as cubicles in their Town of Brighton facility. The \$100,000 project will impact 59 FTEs and is projected to create 2 new FTEs over the next three years. Bio-Optronics has been approved for a GreatRebate on the equipment purchase through the Monroe County Industrial Development Corporation and is seeking approval of the EquiPlus sales tax exemption. The Benefit/Incentive ratio is 15.7:1

The project was represented by Leah Kuehn, Finance and Administration Manager of Bio-Optronics, Inc.

Executive Director Adair presented the following project resolution:

RESOLUTION OF THE COUNTY OF MONROE INDUSTRIAL DEVELOPMENT AGENCY D/B/A IMAGINE MONROE POWERED BY COMIDA TAKING OFFICIAL ACTION TO (i) APPOINT BIO-OPTRONICS, INC. AS ITS AGENT TO UNDERTAKE A CERTAIN PROJECT AS MORE FULLY DESCRIBED BELOW; (ii) PROVIDE FINANCIAL ASSISTANCE TO THE COMPANY IN THE FORM OF A SALES TAX EXEMPTION FOR PURCHASES AND RENTALS RELATED TO THE

ACQUISITION AND EQUIPPING OF THE PROJECT, AND (iii) EXECUTE AN AGENT AGREEMENT AND RELATED DOCUMENTS.

On motion by M. Worboys-Turner, second by A. Meleo, all aye, the reading of the resolution was waived. M. Worboys-Turner moved, and G. Collins seconded, to approve the Project, all aye, and the motion carried. Roll call vote resulted as follows:

Ann Burr:	Absent	T. Milne:	Aye
P. Buckley:	Aye	J. Popli:	Aye
G. Collins:	Aye	M. Worboys-Turner:	Aye
A. Meleo:	Aye		

R. Baranello Endress, Esq. presented the reinstatement and modification of PILOT benefits for the main mall and Macy's parcel of the Marketplace Mall for a one-year period, thereby allowing time for the repositioning of mall. Upon motion by G. Collins, second by A. Meleo, all aye, the approval of the reinstatement and modification of the PILOT benefits for one year was approved. Roll call vote resulted as follows:

Ann Burr:	Absent	T. Milne:	Aye
P. Buckley:	Aye	J. Popli:	Aye
G. Collins:	Aye	M. Worboys-Turner:	Aye
A. Meleo:	Aye		

**Discussion Items:** Executive Director Adair presented the cash flow report for the month of January, 2018, comparing figures to the prior year, actuals versus a pro-rated budget, and a projection to year end.

The Board resolved in go into Executive Session under Section 105(1)(f) of the NYS Public Officers Law, upon motion by M. Worboys-Turner, seconded by P. Buckley, all aye, the motion was approved. A motion to end Executive Session and continue the regular meeting was approved.

Executive Director Adair presented a resolution to provide salary increases for staff as proposed to be effective on March 1, 2018. On motion by A. Milne, seconded by M. Worboys-Turner, all aye, the motion carried.

Executive Director Adair presented an application from FIRST Robotics Finger Lakes Regional for a \$10,000 agreement for an event this March. Upon motion by T. Milne, second by M. Worboys-Turner, all aye, the motion carried. Roll call vote resulted as follows:

Ann Burr:	Absent	T. Milne:	Aye
P. Buckley:	Aye	J. Popli:	Aye
G. Collins:	Aye	M. Worboys-Turner:	Aye
A. Meleo:	Aye		

There were no public comments.

There being no further business, upon motion by M. Worboys-Turner, second by P. Buckley, all aye, the regular meeting of the Board of Directors of Imagine Monroe was adjourned at 1:05 p.m. for the purpose of convening a special meeting of the Greater Rochester Outdoor Sports Facility Corporation (GROSFC).

Acting Chair Popli called the special meeting of GROSFC to order at 1:05 p.m. Present were: P. Buckley, G. Collins, A. Meleo, T. Milne, J. Popli (Acting Chair), M. Worboys-Turner.

Jim Grossman presented and requested approval of the Plan of Dissolution and a Resolution authorizing the filing of the Certificate of Dissolution. Upon motion by M. Worboys-Turner, second by A. Milne, all aye, the motion carried.

There being no further business, upon motion by M. Worboys-Turner, second by G. Collins, all aye, the GROSFC special meeting was adjourned at 1:10 p.m.

Acting Chair Popli called for the reconvening of the regular meeting of the Board of Directors of Imagine Monroe to order at 1:10 p.m. Motion was made to adopt the Plan of Dissolution and Resolution as recommended by the GROSFC Board by G. Collins, seconded by P. Buckley, all aye, the motion carried.

Executive Director Adair introduced County Legislator Sean Delahanty, who is the County Legislature representative for Imagine Monroe, and welcomed him to our meetings.

There being no further business, upon motion by M. Worboys-Turner, second by P. Buckley, all aye, the reconvened regular meeting of the Board of Directors of the County of Monroe Industrial Development Agency d/b/a Imagine Monroe Powered by COMIDA was adjourned at 1:12 p.m.

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Jay Popli, Secretary