

**Geneva Industrial Development Agency
City Hall, 47 Castle Street, Geneva, New York
And via Zoom livestreamed to GIDA's YouTube Page
November 3, 2023 at 8:30am**

Regular Meeting Minutes

In Attendance:

Anne Nenneau
Irene Rodriguez
RJ Passalacqua
Lowell Dewey
Jason Fulton
Rick Bley

**remote attendance*

Others present:

Tracy Verrier, MRB Group
Emma Falkenstein, MRB Group
Amie Hendrix, City of Geneva
David West, City of Geneva
Russell Gaenzle, Harris Beach PLLC
Stephen Maier, Harris Beach PLLC
Maureen Lee, GCSD*
Myles Webster, Webster Properties LLC*
Stefanie Newcomb

MEETING CALL TO ORDER

Chair Anne Nenneau called the meeting to order at 8:30 am with a quorum present.

ADMINISTRATIVE REPORTS

Meeting Minutes:

- Motion to approve the October meeting minutes by Irene Rodriguez, second by RJ Passalacqua. Motion carried unanimously.

Financial Report:

Tracy Verrier reviewed the November financial report, noting not much activity other than the MRB Group administrative services invoices, the Plumly gateway invoice, and the rent from Downtown Winery.

- Motion to approve the November financial report by Lowell Dewey, second by RJ Passalacqua. Motion passed unanimously.

UPDATES

Geneva City School District:

Maureen Lee provided an update on the Geneva City School District (GCSD). She noted that the students enjoyed Halloween. Maureen announced that she is going back into semi-retirement and that the GCSD is hiring a new person that will join in December. Maureen plans to still stay with the GCSD to manage grants.

GEDC:

Myles Webster provided an update on the GEDC building. He noted that he's preparing the building for the winter and that there has been some movement regarding tenant departures.

City Council Report:

Amie Hendrix, City Manager, provided an update on the City of Geneva. She stated that the City passed the budget with minimal changes. The budget was created to keep the tax rate the same, resulting in a reduction in some existing initiatives. Amie noted that the City passed a resolution to sell over seven acres of City property. The City is also creating a process to streamline how people can purchase City property. The process will determine which parcels go to auction, bid, or RFP. Amie also noted that the City is working on the short-term rental registry which will go into effect March 2024.

Jason Fulton inquired about an occupancy tax for short-term rentals. Amie noted that City staff are exploring this as an option.

Lowell Dewey inquired about is many of the City-owned parcels are occupied. Amie stated that the majority of parcels are vacant lots. Stefanie Newcomb noted that when the City property list goes online, it will show the parcel, lot size, and assessed value.

Amie noted that the zoning update went through its first reading in November and will have a second reading in December. David West stated that the MAP grant committee meet to rank the projects and are working on the environmental review. The City hopes to announce the winners soon.

IDA projects

Audit: Tracy noted that the audit is underway. She submitted the requested documentation to the auditor. Tracy indicated that the audit process should be much smoother this year.

Nardozzi PILOT Application: Tracy stated that the IDA has engaged a surveyor to get the metes and bounds for the deeds. She hasn't heard from Nardozzi recently, but he was ready to close on the property earlier in the fall.

Tracy noted no changes to the other IDA projects.

NEW BUSINESS

GEDC Building: Tracy stated that the Board received an email outlining the potential paths for the GEDC building based on discussions with the Executive and GEDC Committees. The first option is to keep the building, invest in stabilizing it, and explore incubation options. This option would involve initial engineering work and cost estimates to determine the full scope of work needed, a phased timeline, and potential funding sources. Option two focuses on selling the building with the IDA and City remaining as long-term tenants. This option entails determining which areas of the building the IDA and City would like to keep, getting an appraisal, engaging a broker, and completing any necessary updates to make the building viable to sell.

Tracy noted that both paths can involve incubation services. Anne inquired if the Board agreed with the notion of incubation services and what David envisioned for incubation.

David stated that incubation has been a key part of why the IDA has the GEDC, but that work is needed to enable the building to actually help small businesses not just provide cheap space. David noted that providing real incubation services will require staffing that will likely need to be grant funded. David stated potentially partnering with Cornell or HWS to develop the incubation space and services. He envisions the space as a hub to help start and grow businesses.

Jason stated that incubation services will require staff with entrepreneurial experience, which will likely require substantial funding to cover the cost of their expertise.

Rick noted that connecting to the Bozzuto Center will be important, particularly for retaining local graduates. Rick stated that with either option, the IDA should look to build connections with the colleges and should seek to be more proactive than it's been in the past.

Jason reminded the Board that the reason the GEDC conversation started was the financial responsibility for the property. Tracy noted that the debt is being paid on the IDA side. Jason noted that the costs of any building repairs will supersede any rental income from the property. He stated that his biggest concerns are future expenses, and that the IDA doesn't have the expertise to foster the desired incubation services.

Rick noted that there is also a cost to selling the building. Jason noted that the IDA and City should explore packaging the GEDC with a more desirable property to sell.

Anne inquired about the marketability of the building. Myles noted that the GEDC building has potential and that he has seen similar redevelopment projects in Rochester. Myles stated that it would be possible to sell the building.

Jason noted that the property will be easier to sell if the parcel was divided up. Rick agreed with Jason and noted that the City would need to retain a portion. Tracy noted that parceling the property would not be the path of least resistance due to the utilities.

Anne noted that the IDA and City are in a much stronger position to obtain grants than a private developer. Anne also inquired about the capacity of the IDA and City to take on a substantial redevelopment project.

Tracy asked David to create a rough proforma of the cost for the IDA and City to lease the building.

Anne urged the Board to think about what could happen if the IDA sells the building and loses control over what takes place on the property.

Amie noted that whether the IDA sells the building or not, the City needs to expand incubation services. Anne noted that the City is at a greater risk.

Jason noted that a higher occupancy rate is necessary to make it viable due to the cost of repairs and utilities. Jason asked Myles for an updated breakdown of costs and tenants to examine how to make the building more efficient.

Jason noted that the general sentiment from the Board is not to sell, but that the property does need to become more efficient.

Tracy noted that she and David will work on an RPF for engineering and cost estimating.

BID 2024 Request: Tracy noted that the IDA received the BID'S Q3 report but that she is still waiting on one clarification regarding proof of payment. Tracy stated that the BID is requesting to reallocated funding to enable them to purchase an Adobe Suite subscription. The BID is under budget on graphic design and volunteer interface which will cover the request for the Adobe Suite subscription.

- Motion to approve the reallocation of money for the BID budget to purchase an Adobe Creative Suite subscription by Irene Rodriguez, second by Rick Bley. Motion passed unanimously.

Wine County Hospitality Assignment: Tracy noted that the Fairfield hotel is in the process of transferring the property to a new owner, which requires the IDA to assign the incentive agreement to the new owner. Tracy stated that the new owner would have the same incentives and have the same reporting responsibilities. Tracy noted that there is a second resolution regarding a mortgage reporting tax abatement, which is standard practice when property changes hands. Russell Gaenzle indicated that this is a typical process when a property changes hands when there is an IDA incentive agreement.

- Motion to approve the resolution for reassignment by Jason Fulton, second by Lowell Dewey. The following resolution was put to a roll call vote:

Resolution No. 11/2023 - 2

RESOLUTION OF THE CITY OF GENEVA INDUSTRIAL DEVELOPMENT AGENCY AUTHORIZING (i) THE ASSIGNMENT OF CERTAIN DOCUMENTS IN CONNECTION WITH A CERTAIN PROJECT (AS FURTHER DEFINED HEREIN) PREVIOUSLY UNDERTAKEN FOR THE BENEFIT OF WINE COUNTRY HOSPITALITY LLC (THE "COMPANY"); AND (ii) AUTHORIZING THE EXECUTION AND DELIVERY OF CERTAIN DOCUMENTS AND AGREEMENTS RELATING THERETO

	<u><i>Yea</i></u>	<u><i>Nay</i></u>	<u><i>Absent</i></u>	<u><i>Abstain</i></u>		
Anne Nenneau	[x]	[]	[]	[]	[]	[]
Rick Bley	[x]	[]	[]	[]	[]	[]
Irene Rodriguez	[x]	[]	[]	[]	[]	[]
Jason Fulton	[x]	[]	[]	[]	[]	[]
R.J. Passalacqua	[x]	[]	[]	[]	[]	[]
Benjamin Vasquez	[]	[]	[]	[x]	[]	[]

Lowell Dewey [x] [] [] []

Resolution was duly passed.

- Motion to approve the mortgage abatement tax by Lowell Dewey, second by Rick Bley. The following resolution was put to a roll call vote:

Resolution No. 11/2023 - 3

RESOLUTION OF THE CITY OF GENEVA INDUSTRIAL DEVELOPMENT AGENCY (THE "AGENCY") (i) ACCEPTING AN APPLICATION WITH RESPECT TO A CERTAIN PROJECT (DESCRIBED BELOW); (ii) APPOINTING MINGO JUNCTION STEEL WORKS, LLC AS AGENT OF THE AGENCY TO UNDERTAKE THE PROJECT; (iii) MAKING A DETERMINATION UNDER ARTICLE 8 OF THE NEW YORK STATE ENVIRONMENTAL CONSERVATION LAW IN CONNECTION WITH THE PROJECT; (iv) AUTHORIZING FINANCIAL ASSISTANCE TO THE COMPANY WITH RESPECT TO THE PROJECT IN THE FORM OF PARTIAL A MORTGAGE RECORDING TAX EXEMPTION; AND (v) AUTHORIZING THE EXECUTION AND DELIVERY OF A MORTGAGE AND RELATED DOCUMENTS WITH RESPECT TO THE PROJECT.

	<u><i>Yea</i></u>	<u><i>Nay</i></u>	<u><i>Absent</i></u>	<u><i>Abstain</i></u>		
Anne Nenneau	[x]	[]	[]	[]	[]	[]
Rick Bley	[x]	[]	[]	[]	[]	[]
Irene Rodriguez	[x]	[]	[]	[]	[]	[]
Jason Fulton	[x]	[]	[]	[]	[]	[]
R.J. Passalacqua	[x]	[]	[]	[]	[]	[]
Benjamin Vasquez	[]	[]	[]	[x]	[]	[]
Lowell Dewey	[x]	[]	[]	[]	[]	[]

Resolution was duly passed.

Industrial Park License Agreement: Anne noted that the folks working on the Geneva Greenway are seeking a license agreement to allow the construction of an ADA ramp to enable people to access the rail trail. Tracy noted that the long-term discussion will be ownership of that portion of the land. Lowell noted that he has been up the hill and that a ramp is needed.

- Motion to approve the license agreement by Lowell Dewey, second by Irene Rodriguez. Motion passed unanimously.

NEW BUSINESS

New Board Member: Tracy noted that the nominating committees met to interview the candidates. Lowell Dewey noted that both people were good and well qualified, but that he was leaning towards Allison.

- Motion to approve Allison Kozcent to replace Rick Bley on the IDA Board by Lowell Dewey, second by Rick Bley. Motion carried unanimously.

EXECUTIVE SESSION

- Motion to go into Executive Session at 9:36 for the proposed sale or lease of real property by RJ Passalacqua, second by Irene Rodriguez. Motion carried unanimously.
- Motion to exit Executive Session at 9:43 by Irene Rodriguez, second by RJ Passalacqua. Motion carried unanimously.

ADJOURNMENT

- Motion to adjourn at 9:44 by Jason Fulton, second by Rick Bley. Motion carried unanimously.