

Geneva Local Development Corporation

Regular Meeting

January 6, 2016

Noon

One Franklin Square—Economic Development Conference Room

Board Members in Attendance

David Linger
Jeffrey Blankenship
Robert Koczent
Steve Davoli
Robert Sollenne

Others in Attendance

Matt Horn, City Manager
Adam Blowers, City Comptroller
Sage Gerling, Director of Neighborhood Initiatives
Paula Bucklin, Member-Designate

Mr. Horn introduced Mrs. Bucklin, who was unanimously recommended for appointment by the Committee. City Council is set to approve her nomination at its February meeting.

Approval of Minutes (11-4-2015/12-2-2015)

On motion from Mr. Sollenne, seconded by Mr. Koczent, the Board unanimously approved the minutes for November 4 and December 2.

Financial Report

Mr. Blowers provided the Board with an overview for December and 2015. The Corporation closed 2015 with \$195,306 in cash on hand. The Board received \$1,336.33 in interest and application revenue, and invested \$78,687.55 in various projects during 2015.

Committee Reports

Ms. Gerling provided a report showcasing 7 New York Main Street projects, totaling \$363,818 of total investments in downtown projects. The LDC contributed \$25,000 to this effort. She also advised that the staff is exploring a retail accelerator concept to support the Race for Space program and other entrepreneurial efforts.

Ms. Gerling noted that there is only one Live Where You Work slot remaining. We will continue to market this program.

At 12:15, on motion from Mr. Koczent, seconded by Mr. Davoli, the Board moved into executive session to discuss real property matters where the value would be affected by public disclosure.

The meeting was adjourned at 12:50.

Respectfully Submitted:

Dave Linger, Chair

Geneva Local Development Corporation

Regular Meeting

March 2, 2016

Noon

One Franklin Square—Economic Development Conference Room

Board Members in Attendance

David Linger
Jeffrey Blankenship
Paula Bucklin
Robert Koczent
Steve Davoli

Others in Attendance

Matt Horn, City Manager
Adam Blowers, City Comptroller
Sage Gerling, Director of Neighborhood Initiatives

Approval of Minutes (1-6-2016)

On motion from Mr. Blankenship, seconded by Mr. Koczent, the Board unanimously approved the minutes for November 4 and December 2.

Financial Report

Mr. Blowers provided the Board with an overview for December and 2015. The Corporation closed 2015 with \$195,355 in cash on hand. A \$230 allocation was made to the NYMS program, in accordance with our partnership agreement with the City and IDA.

Presentation on Food and Beverage Innovation District

Mr. Horn provided an overview of the Food and Beverage Innovation District concept, which is the core of the City's economic development strategy. The overview is attached.

Committee Reports

The Live Where You Work program has one slot remaining, which is anticipated to be filled by a candidate in the pipeline.

Race for Space marketing has commenced. Staff has combined the release with the Microenterprise Assistance Program, which is separate, and not necessarily linked (though some candidates will be eligible for both).

The Planning and Institutional Collaboration Committee is set to meet on March 9th at 3 p.m.

Mr. Blankenship provided an overview of the current status of the Comprehensive Plan. The Committee is transitioning from their work on visioning and turning to priority projects for the plan. A draft is scheduled to be delivered to City Council in May.

The meeting was adjourned at 12:45.

Respectfully Submitted:

Dave Linger, Chair

Geneva Local Development Corporation

Regular Meeting

April 6, 2016

Noon

One Franklin Square—Economic Development Conference Room

Board Members in Attendance

David Linger
Jeffrey Blankenship
Paula Bucklin
Robert Koczent
Robert Sollenne
Steve Davoli

Others in Attendance

Paul D'Amico, City Council Liaison
Matt Horn, City Manager
Adam Blowers, City Comptroller
Sage Gerling, Director of Neighborhood Initiatives

Approval of Minutes (3-2-2016)

On motion from Mr. Blankenship, seconded by Mr. Davoli, the Board unanimously approved the minutes for March 2, 2016.

Financial Report

Mr. Blowers provided the Board with an overview for March. The closing balance for the month is \$202,817.55.

Consideration of Funding Proposal—Geneva Entrepreneurs Lab

Mr. Linger recused himself due to a potential conflict, and exited the room.

Mr. Horn provided an overview of the Entrepreneurs Lab concept. He advised that the City IDA has committed \$15,000 to the project, and the City Council is preparing to commit the remaining funds necessary from the City's Community Development Block Grant program.

On motion from Mr. Koczent, seconded by Mr. Blankenship, the Board unanimously approved a \$15,000 allocation to the project.

Mr. Linger rejoined the conversation.

Committee Reports

The Live Where You Work program has one slot remaining, which is anticipated to be filled by a candidate in the pipeline.

Race for Space marketing has commenced. Staff has combined the release with the Microenterprise Assistance Program, which is separate, and not necessarily linked (though some candidates will be eligible for both). Applications for both are due at the end of April.

Ms. Bucklin provided an update on the website project. The Committee is working through the formatting and navigation questions. If Board members have suggestions as to content, they should forward them ASAP.

Ms. Gerling noted that the Comprehensive Plan's initial draft will be presented to City Council in May.

Other Business

Mr. Blowers noted that the Corporation's external audit will be presented at the May meeting.

With no other business to come before the Board, the meeting was adjourned at 12:55.

Respectfully Submitted:

Dave Linger, Chair

Geneva Local Development Corporation

Regular Meeting

May 4, 2016

Noon

One Franklin Square—Economic Development Conference Room

Board Members in Attendance

David Linger
Jeffrey Blankenship
Paula Bucklin
Robert Koczent
Steve Davoli
Kevin Whitaker

Others in Attendance

Paul D'Amico, City Council Liaison
Kelly Doeblin, Deputy City Comptroller
Sage Gerling, Director of Neighborhood Initiatives
Laura Landers, Freed Maxick (External Auditors)

Approval of Minutes (4-6-2016)

On motion from Mr. Koczent, seconded by Mr. Davoli, the Board unanimously approved the minutes for April 6, 2016.

Presentation of External Audit

Laura Landers, of Freed Maxick CPAs, provided the external audit for 2015. The only item of significance was a note indicating that several Corporation Board members need to receive the Public Authorities Accountability Act training, offered by the State Comptroller. Mr. Linger noted that several Board members have received the training via other Boards. Ms. Landers advised staff to obtain the certifications and include them in the audit file.

Approval of Nominating Committee Recommendation

The Board discussed the qualifications of Rhonda Everdyke to fill the position vacated by Martha Davis. Councilor D'Amico noted his interaction with Rhonda at a recent interview for another Board position. He found her to be very talented, and advised that she would be a good fit for the Board. On motion by

Mr. Koczent, seconded by Mr. Davoli, the Board unanimously recommended Ms. Everdyke for appointment by City Council.

Committee Reports

The Real Estate Committee met on May 3rd to discuss the Race for Space applications. There were four applicants, but two were disqualified as they are existing businesses. The Committee will continue their review and recommend action at a future meeting.

Ms. Gerling also noted that the initial draft of the Comprehensive Plan was being released tonight to City Council. A community presentation will be made May 9th at 6:30 at the Sons of Italy hall. The draft can be found on the GNRC website.

Executive Session

On motion by Mr. Koczent, seconded by Mr. Blankenship, the Board moved into executive session to discuss the creditworthiness of a particular corporation.

With no further business to be conducted, the meeting was adjourned.

Respectfully Submitted:

Dave Linger, Chair

Geneva Local Development Corporation

Regular Meeting

June 1, 2016

Noon

One Franklin Square—Economic Development Conference Room

Board Members in Attendance

David Linger
Jeffrey Blankenship
Paula Bucklin
Richard Conoyer
Steve Davoli
Rhonda Everdyke
Robert Koczent
Robert Sollenne
Kevin Whitaker

Others in Attendance

Paul D'Amico, City Council Liaison
Adam Blowers, City Comptroller
Sage Gerling, Director of Neighborhood Initiatives

Approval of Minutes (5-4-2016)

On motion from Mr. Blankenship, seconded by Mr. Koczent, the Board unanimously approved the minutes for May 4, 2016.

Presentation of Comprehensive Plan

Mr. Horn provided an overview of the first draft of the City's Comprehensive Plan. He advised that the plan is the result of over a year's worth of public discussion and professional guidance. He thanked Mr. Blankenship for his service on the steering committee.

Mr. Horn advised that public feedback is being solicited in preparation for the second draft. Any feedback should be provided to Ms. Gerling prior to July 15. Council is expected to adopt in August.

Discussion Regarding Joint IDA Correspondence on Landfills

Mr. Horn provided a draft of a letter developed by the IDA to the DEC relative to the negative economic development impacts of landfills. The IDA is seeking support from the LDC to jointly issue the letter. Several members noted the challenges of attracting new businesses and residents with the continued growth of landfills. On motion by Mr. Blankenship, seconded by Mr. Conoyer, the Board unanimously endorsed the letter and recommended that the Chair execute it.

Committee Reports

Ms. Gerling advises that there is still one Live Where You Work slot available. She also reinforced Mr. Horn's suggestion that members forward feedback on the Comprehensive Plan.

Executive Session

On motion by Mr. Davoli, seconded by Mr. Conoyer, the Board moved into executive session to discuss the creditworthiness of a particular corporation.

With no further business to be conducted, the meeting was adjourned.

Respectfully Submitted:

Dave Linger, Chair

Geneva Local Development Corporation

Regular Meeting

August 3, 2016

Noon

One Franklin Square—Economic Development Conference Room

Board Members in Attendance

David Linger
Jeffrey Blankenship
Paula Bucklin
Richard Conoyer
Steve Davoli
Rhonda Everdyke
Robert Koczent
Robert Sollenne
Kevin Whitaker

Others in Attendance

Paul D'Amico, City Council Liaison
Adam Blowers, City Comptroller
Sage Gerling, Director of Neighborhood Initiatives

Approval of Minutes (6-1-2016)

On motion from Mr. Sollenne, seconded by Mr. Davoli, the Board unanimously approved the minutes for June 1, 2016.

Financial Report

Mr. Blowers advised that the current bank balance in Corporation accounts is 159,021. He noted that the Dove Block Restoration Group has been issued a check for their loan of \$25,000, which will show on our next report.

Committee Reports

Ms. Gerling advises that the most recent round of Live Where You Work is complete. On review of the data, staff notes that, while this may not have been the tipping point to encourage buyers to purchase in

Geneva, it did increase the number of owner-occupied homes in the City, which has been a community development goal. The Board should consider this as they look to future funding rounds.

Mr. Horn noted that Council is set to adopt the Comprehensive Plan. This will set the stage for future economic development and community development efforts. Thanks to Mr. Blankenship for representing the LDC's interests on the Comprehensive Plan Steering Committee.

Mr. Horn also noted that work continues on the revamp to the City's website. The framework is largely complete. CCN has offered the support of their web editor to refine design.

Executive Session

On motion by Ms. Sollenne, seconded by Ms. Bucklin, the Board moved into executive session to discuss the creditworthiness of a particular corporation.

On exit from Executive Session, Ms. Bucklin moved to award the Race for Space award to Wicked Water; a wine tasting venture to be located in downtown Geneva. The motion was seconded by Mr. Whitaker and passed unanimously.

With no further business to be conducted, the meeting was adjourned.

Respectfully Submitted:

Dave Linger, Chair

Geneva Local Development Corporation

Regular Meeting

September 7, 2016

Noon

One Franklin Square—Economic Development Conference Room

Board Members in Attendance

David Linger
Paula Bucklin
Steve Davoli
Rhonda Everdyke
Robert Koczent
Robert Sollenne
Kevin Whitaker

Others in Attendance

Paul D'Amico, City Council Liaison
Adam Blowers, City Comptroller
Sage Gerling, Director of Neighborhood Initiatives

Approval of Minutes (8-3-2016)

On motion from Mr. Whitaker, seconded by Ms. Everdyke, the Board unanimously approved the minutes for August 3, 2016.

Financial Report

Mr. Blowers advised that the current bank balance in Corporation accounts is \$138,625. He noted that this includes payment to the Dove Block Restoration Group for their loan of \$25,000..

Committee Reports

Ms. Gerling noted that Wicked Water, winner of the 2016 Race for Space, has commenced with work on their building on Castle Street. They have received their farm winery license, and are just waiting for their retail license. They are expected to open in the very near term.

Work on Port 100, the entrepreneurial support center, continues. Physical improvements are set to be completed over the next several weeks. The steering committee is working on operations planning and marketing. Tenant recruitment will commence in the next several weeks.

City Council is set to adopt the Comprehensive Plan at their September meeting. Staff anticipates only modest changes to the current draft.

The Downtown Revitalization Initiative details continue to firm up. It is apparent that the state will select a consultant to develop an investment plan, and that a steering committee will be appointed to shepherd the process. Staff has been advised that planning work will be complete by the end of the first quarter of 2017.

The LDC's Development and Investment Committee will be meeting to draft the 2017 budget. There will need to be a special meeting in September to adopt prior to the September 30th deadline.

The Planning and Institutional Collaboration Committee is set to meet on September 15th and the Housing and Real Estate Committee will meet on October 26th.

Appointment of Nominating Committee

Mr. Linger advised that there are three seats with terms set to expire at the close of 2016. These include seats held by Mr. Blankenship, Mr. Sollenne, and Mr. Koczent. As Chairman, Mr. Linger appointed members whose terms are set to expire in 2017, including Mr. Conoyer, Mr. Davoli, and himself, to the nominating committee.

With no further business to be conducted, the meeting was adjourned.

Respectfully Submitted:

Dave Linger, Chair

Geneva Local Development Corporation

Regular Meeting

October 5, 2016

Noon

One Franklin Square—Economic Development Conference Room

Board Members in Attendance

Jeffrey Blankenship
Richard Conoyer
Steve Davoli
Rhonda Everdyke
Robert Koczent
Robert Sollenne
Kevin Whitaker

Others in Attendance

Paul D'Amico, City Council Liaison
Adam Blowers, City Comptroller
Sage Gerling, Director of Neighborhood Initiatives

Approval of Minutes (9-7-2016)

On motion from Mr. Blankenship, seconded by Mr. Davoli, the Board unanimously approved the minutes for September 7, 2016.

Financial Report

Mr. Blowers advised that the current bank balance in Corporation accounts is \$133,647. He noted that all anticipated significant expenses for 2016 have been accounted for.

Committee Reports

Ms. Gerling noted that Wicked Water, winner of the 2016 Race for Space, is open and operating. They received \$6,000 in grant funding from the LDC. The LDC budget passed on September 24th, and Mr. Blowers noted that our ABO filings are up to date.

Work on Port 100, the entrepreneurial support center, continues. Physical improvements are set to be completed over the next several weeks. The steering committee is working on operations planning and marketing. Tenant recruitment has commenced and the site is set to open on November 1st.

The Downtown Revitalization Initiative details continue to firm up. The State has selected Bergmann Associates to lead the investment planning process, which will be heavily rooted in the comprehensive plan. A two day planning conference is set for October 27th and 28 to begin work on the investment plan.

The newly revamped City website is live. Thanks to the LDC for the funding support and the technical insight from Ms. Bucklin.

The Housing and Real Estate Committee will meet on October 26th.

With no further business to be conducted, the meeting was adjourned.

Respectfully Submitted:

Dave Linger, Chair

Geneva Local Development Corporation

Regular Meeting

November 2, 2016

Noon

One Franklin Square—Economic Development Conference Room

Board Members in Attendance

Dave Linger, Chair
Paula Bucklin
Steve Davoli
Rhonda Everdyke
Kevin Whitaker

Others in Attendance

Paul D'Amico, City Council Liaison
Adam Blowers, City Comptroller
Sage Gerling, Director of Neighborhood Initiatives

Approval of Minutes (10-5-2016)

On motion from Mr. Whitaker, seconded by Ms. Everdyke, the Board unanimously approved the minutes for October 5, 2016.

Financial Report

Mr. Blowers advised that the current bank balance in Corporation accounts is \$133,647. He noted that all anticipated significant expenses for 2016 have been accounted for.

Committee Reports

Ms. Gerling noted that Wicked Water had their grand opening on October 22nd. They are open late afternoon/evenings from Wednesday through Sunday. They have increased their online marketing presence and concentrating on increase traffic on Wednesdays and Sundays through planning events such as special flights and food pairings, game nights, etc. On the winery side, they harvested approximately five tons of fruit. They are in the final fermentation stages for their Riesling, Cab Franc Rose, and Cab Franc Red.

Ms. Gerling shared that the Downtown Revitalization Initiative had two days on 10/27-10/28 of community engagement for information gathering as part the planning process.

Report of Nominating Committee

Ms. Gerling offered the report of the Nominating Committee, which includes reappointment of Rob Sollenne and Rob Koczent, and appointment of Kirin Makker of HWS to fill the planner seat currently occupied by Mr. Blankenship, who is not seeking reappointment. All are being appointed to three year terms. On motion by Ms. Bucklin, seconded by Mr. Davoli, the slate was approved unanimously. The recommendation will be advanced to City Council for approval.

Other Business

Mr. Linger recommended that the LDC board formally submit a letter to the DRI consultant and Department of State team for funding to assist with recruitment and retention. Mr. Linger noted that BID was putting together a letter to be considered for funds be given to BID to pursue activities to assist with business retention and recruitment, for joint marketing efforts, and to be a conduit for smaller rehab projects. BID will also put forth support for larger building rehab projects. The board discussed putting forward a request to do a Race for the Space type project for both business recruitment and retention. Dave Linger put forward a motion to authorize the Board to prepare a letter to the DRI team for the LDC to sponsor a retention and recruitment program with the understanding that at a future meeting that an actual fund match would be determined. Ms. Everdyke seconded the motion. Ms. Everdyke clarified that this would not take the place of the allocated Race for the Space 2017 funds for a project in a neighborhood commercial node. The board approved all in favor. Matt Horn was charged with drafting the letter and would circulate this month to the board via email. The letter would be signed by the chair.

Ms. Everdyke invited the board to the Inspire Community Leadership conference on Nov. 13th. She stated she would follow-up with details via email.

With no further business to be conducted, the meeting was adjourned.

Respectfully Submitted:

Dave Linger, Chair

Geneva Local Development Corporation

Regular Meeting

December 7, 2016

Noon

One Franklin Square—Economic Development Conference Room

Board Members in Attendance

Dave Linger, Chair
Jeffrey Blankenship
Paula Bucklin
Richard Conoyer
Steve Davoli
Rhonda Everdyke
Robert Koczent
Robert Sollenne
Kevin Whitaker

Others in Attendance

Paul D'Amico, City Council Liaison
Sage Gerling, Director of Neighborhood Initiatives

Approval of Minutes (11-2-2016)

On motion from Mr. Koczent, seconded by Ms. Bucklin, the Board unanimously approved the minutes for November 2, 2016.

Financial Report

Mr. Horn advised that the current bank balance in Corporation accounts is \$132,691. He noted that all anticipated significant expenses for 2016 have been accounted for.

Approval of Option Renewal—15 East North Street

Mr. Horn provided the Board with an overview of the 15 East North Street option. The parcel is being optioned to ensure sufficient acreage for development of the gateway parcel, owned jointly by the LDC and IDA. Mr. Horn advises that the total cost of the option is \$5,000 to be split equally between the two Boards. This will guarantee the purchase price for a two year period, with the option payment to be credited to the price if the sale closes within the option period.

On motion from Mr. Sollenne, seconded by Mr. Davoli, the Board unanimously approved extension of the option and payment of the LDC portion of the fee.

Committee Reports

Ms. Gerling noted that *Wicked Water*, the winner of this year's Race for Space, is up and running, and encouraged Board members to check it out.

Ms. Gerling also advised that there will likely be changes to the committee structure recommended by staff in 2017 to more closely align with the recently adopted comprehensive plan.

Mr. Horn provided an overview of the Downtown Revitalization Initiative, which is shaping up. He advised that the consultants facilitated a two-day session at the end of October to gain community feedback. A storefront, located at 425 Exchange Street, has been designated as DRI headquarters, and will be open weekly throughout the process. The consultants will return at the end of December to begin the process of prioritizing projects gained from community feedback.

Other Business

Mr. Horn extended thanks on behalf of the Board to Jeffrey Blankenship, who is serving for his last meeting. The Board agreed that his service was tremendously helpful to the Board's planning efforts.

With no further business to be conducted, the meeting was adjourned.

Respectfully Submitted:

Dave Linger, Chair