



REGULAR MEETING MINUTES
March 1, 2023

Board Members in Attendance

David Linger
Rob Sollenne
Dana Hollenbeck
Peter Gillotte
Craig Talmage
Marc Rodriguez

Others in Attendance

Matt Horn, MRB Group
Emma Falkenstein, MRB Group
Amie Hendrix, City Manager

Agenda Items

Call to Order:

Dave Linger called the meeting to order at 12:02 pm with a quorum present.

Minutes Approval:

Motion to approve the January minutes by Rob Sollenne, second by Dana Hollenbeck. Motion passed unanimously.

Financial Report:

Matt Horn provided an update on the January financial report. Dave Linger inquired about the year-over-year change to the LDC's checking account. The Board decided to defer approval of the January financial report until the April regular meeting when Tracy Verrier can provide greater insight.

Board Member Nominations

Matt Horn reviewed the qualifications of the two Board nominees, Josh Miller and Kyle Ackart, to replace Rob Sollenne and Rob Koczent. Matt summarized the role these nominees would assume as the two Board members with financial backgrounds. Dave Linger thanked Rob Sollenne for his service to the GLDC.

- Motion to nominate Josh Miller and Kyle Ackart to the GLDC Board for a term of April 5, 2023, through December 31, 2025, by Craig Talmage, second by Peter Gillotte. Motion carried unanimously.

Committees and Officers

Matt Horn overviewed the open GLDC officer positions, noting Vice Chair and Treasurer as the two officer positions that need to be filled. Matt provided a brief summary of the roles of each position. Dave Linger noted that his term ends in December 2023, which will leave the position of Chair open, and that whoever fills the Vice Chair position for the remainder of 2023 should consider that the position could be a stepping stone to becoming Chair in 2024. Peter Gillotte indicated an interest in the Vice Chair position. Following discussion, the Board decided to move forward with appointing Peter as Vice Chair and defer appointing a Treasurer until the two new Board members are settled.

- Motion to appoint Peter Gillotte to replace Rob Koczent as Vice Chair for 2023 by Rob Sollenne, second by Dave Linger. Motion carried unanimously.

After the discussion of officer positions, Matt Horn reviewed the structure of the LDC Committees, noting open positions on the Governance and Finance Committees. Matt stated that the LDC's Chair, Vice Chair, and Treasurer make up the Governance Committee and that Peter Gillotte, as the new Vice Chair, will now also be a member of the Governance

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BOARD OF DIRECTORS

ROBERT SOLLENNE ('23) ~ CHEVANNE DEVANEY ('24) ~ DANA HOLLENBECK ('23)
PAULA BUCKLIN ('24) ~ ROBERT KOZCENT ('23) ~ DAVID LINGER ('23) ~ MARC RODRIGUEZ ('23) ~ PETER GILLOTTE ('23)

Committee and Chair of the Audit Committee. Matt noted that the third position on the Governance Committee would remain vacant until the Board appoints a Treasurer.

Matt stated that the Finance Committee typically has the two Board members with finance backgrounds and suggested the two new Board nominees, Josh Miller and Kyle Ackart, to fill the vacant positions. Craig Talmage indicated his interest in chairing the Finance Committee.

- Motion to appoint Craig Talmage as Chair of the Finance Committee by Dana Hollenbeck, second by Marc Rodriguez. Motion carried unanimously.

Following discussion, the Board agreed to approve the Committee assignments.

- Motion to approve the LDC Committee assignments by Craig Talmage, second by Marc Rodriguez. Motion carried unanimously.

PARIS Document Review

Matt Horn overviewed the 2021 and 2022 PARIS documents for the GLDC. Dave Linger inquired if there was anything the Board should be concerned about, to which Matt assured the Board all was in order and that these documents are primarily used to ensure public authorities comply with the various reporting requirements of Public Authorities Law, General Municipal Law, and OSC Regulations. Matt noted that the PARIS documents provide a review of the GLDC's financial status, rules and regulations, goals and objectives, and demonstrated accomplishments.

- Motion to approve submission of the GLDC's 2021 and 2022 PARIS documents by Peter Gillotte, second by Dana Hollenbeck. Motion carried unanimously.

Revolving Loan Fund Draft MOU:

Matt Horn led the Board in a review of the draft MOU between the GLDC and RLF, noting that the intent behind the MOU is to formalize the roles and responsibilities of the two organizations. Matt stated that the GLDC is primarily responsible for (1) appointing members to the RLF, (2) reviewing annual financial and programmatic reports provided by the RLF to make informed appointment recommendations and decisions, and (3) offering recommendations relative to the general membership of the RLF. Matt stated that the RLF is primarily responsible for (1) providing the GLDC with nominations and recommendations for RLF appointment, (2) providing the GLDC with quarterly financial and portfolio reports, (3) providing written or verbal annual programmatic updates, (4) operating in an ethical and conflict-free manner, and (5) operating in accordance with policies of the RFL and RLF program.

Dave Linger inquired about the relationship between the GLDC, RLF, and Geneva City Council. Matt Horn stated that the Geneva City Council has no involvement regarding the relationship between the LDC and RLF.

Craig Talmage stated his desire for information and a general timeline as to the operations of the RLF to better understand RLF activities and when they take place. Dave Linger echoed this sentiment and expressed interest in an interim analysis of the RLF to get caught up on their current activities.

Matt Horn noted that new RLF policies to create term limits for Board positions will likely lead to more activity regarding GLDC nominations as, prior to the recent year, there had not been a new appointment to the RLF for an extended period. Upon inquiry, City Manager Amie Hendrix, who is on the Board of the RLF, confirmed that the RLF filled their two open Board positions.

- Motion to approve MOU between the GLDC and RLF by Craig Talmage, second by Dana Hollenbeck. Motion carried unanimously.

Project & Other Updates:

The following updates were provided:

- Matt Horn stated that the Gateway project is still waiting to hear back from DEC regarding closing the spill record.
- Dave Linger noted that the Beautification Project with the BID is underway. Craig Talmage emphasized his desire for the GLDC and BID to work together to promote positions and make this project successful.

- Rob Sollenne inquired about any updates to the project with Stivers to establish a dinner boat cruise. Amie Hendrix stated that there has not been any progress.
- Rob Sollenne stated that the Geneva Community Project is working on a project to create more attractions at the lakefront.
- Amie Hendrix noted that the City plans to issue an RFP to look into supporting lakefront events through additional infrastructure. Upon inquiry from Rob, Amie confirmed that the RFP will include gathering feedback from the community as to existing needs and how best to support lakefront events.
- Craig Talmage inquired about the status of the property on Linden St. Amie Hendrix stated that the property is still technically in compliance with the City's municipal code.

Adjournment:

- Motion to adjourn by Dave Linger. The meeting adjourned by acclamation at 12:34 pm.