



REGULAR MEETING MINUTES

May 4, 2022

12pm

Board Members in Attendance

Dave Linger
Rob Sollenne
Chevanne DeVaney
Paula Bucklin
Dana Hollenbeck
Peter Gillotte

Others in Attendance

Tracy Verrier, Executive Director, MRB Group
Matt Horn, MRB Group
Scott Mason
James Cecere

Agenda Items

Call to Order: Dave Linger called the meeting to order at 12:02pm.

Minutes Approval:

Motion to approve the April meeting minutes by Dana Hollenbeck, second by Paula Bucklin. Motion carried unanimously.

Financial Report:

Tracy Verrier provided a report on the financials for April 2022, noting that MRB's efforts are approaching the initially agreed not to exceed amount. This is in part due to certain administration and compliance tasks taking more time than anticipated, but also due to some program work that has been undertaken. As such, the contract may need to be revisited.

- Motion to approve the financial report by Dana Hollenbeck, second by Paula Bucklin. Motion carried unanimously.

Executive Session:

Motion to enter executive session to discuss the proposed acquisition, sale or lease of real property by Rob Sollenne, second by Chevanne DeVaney. Motion carried unanimously. Board entered executive session at 12:05pm.

Motion to exit executive session by Dana Hollenbeck, second by Rob Sollenne. Motion carried unanimously. Board left executive session at 1:22pm.

Grant Writing Proposals:

Tracy Verrier reviewed the work necessary to complete a competitive NYMS grant application. Dave Linger suggested waiting until next year to submit a NYMS application so the group would have time to identify properties and property owners. Matt Horn suggested revisiting the NYMS Technical Assistance track. Tracy and Matt will explore that option and report back at the next meeting, noting that an application would be due in July.

Tracy Verrier reviewed the Microenterprise Assistance Program (MAP) grant writing proposal (not to exceed of \$3,000), noting that this particular grant is available on a rolling basis.

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BOARD OF DIRECTORS

ROBERT SOLLENNE ('23) ~ CHEVANNE DEVANEY ('24) ~ DANA HOLLENBECK ('23)

PAULA BUCKLIN ('24) ~ ROBERT KOCZENT ('23) ~ DAVID LINGER ('23) ~ MARC RODRIGUEZ ('23) ~ PETER GILLOTTE ('23)

- Motion to approve the MAP grant writing proposal with the City of Geneva as lead applicant if agreed, but otherwise with the LDC as lead applicant, by Rob Sollenne, second by Chevanne DeVaney. Motion carried unanimously.

Marketing Committee Report:

Tracy Verrier reported that a joint marketing committee including members of the LDC and IDA met. While a number of topics were discussed, the main theme was the need for a dedicated economic development staff person for the City of Geneva. The committee is recommending that the board approve a position statement, which was circulated by email earlier in the week, advocating for City Council to budget for and hire a dedicated economic development staff person. This position statement will be reviewed by the IDA board, and was forwarded to the BID as well. Paula Bucklin asked about the timeline. Tracy explained that the intent was to have the boards approve at their next meetings, and provide the letter to City Council before the next budget process gets underway. Peter Gillotte asked what else the board can do to encourage City Council to do this. Dave Linger suggested reaching out to Council members individually, and even write a letter or contribution for the newspaper when the time is right. Tracy noted that the committee also discussed board members attending to the City Council meetings when the budget is being discussed.

- Motion to approve the position statement encouraging the City of Geneva to hire a dedicated economic development staff person by Dana Hollenbeck, second by Peter Gillotte. Motion carried unanimously.

Tracy reviewed a few other items that came up at the committee, such as identifying developable parcels that the LDC and IDA could partner on to get to active use.

Nominating Committee:

Tracy Verrier noted that Craig Talmage from HWS has agreed to join the board, and will be available to start in July. This timeline aligns with the appointment process.

- Motion to nominate Craig Talmage to the vacant board seat representing a private employer with 100+ employees by Dana Hollenbeck, second by Chevanne DeVaney. Motion carried unanimously.

Dave Linger made a motion to adjourn, which passed by acclamation. The meeting adjourned at 1:55pm.