

**Geneva Industrial Development Agency
City Hall, 47 Castle Street, Geneva, New York
And via Zoom livestreamed to GIDA's YouTube Page
June 9, 2023 at 8:30am**

Meeting Minutes

In Attendance:

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

Others present:

Tracy Verrier, MRB Group
Emma Falkenstein, MRB Group
Emma Powlin, Harris Beach*

MEETING CALL TO ORDER

Chair Anne Nenneau called the meeting to order at 8:32 am with a quorum present.

ADMINISTRATIVE REPORTS

Meeting Minutes:

- Motion to approve the March GEDC Committee meeting minutes by Lowell Dewey, second by Rick Bley. Motion passed unanimously.
- Motion to approve the June meeting minutes by RJ Passalacqua, second by Irene Rodriguez. Motion passed unanimously.

Financial Report:

- Motion to approve the May financial report by Rick Bley, second RJ Passalacqua. Motion passed unanimously.

UPDATES

Geneva City School District:

No report.

GEDC:

Tracy reviewed the GEDC updates from Myles. He recently met with a potential tenant that is interested in space for offices and small food production capacity.

GEDC Committee Update:

Tracy noted that she is still waiting to receive the final GEDC floor plans from Dirk. She will follow up with him next week. Tracy stated that once the Board has the floor plans, the GEDC Committee will meet to determine the next steps, particularly regarding how utilities could be subdivided in the building.

Jason mentioned the past discussion regarding packaging the GEDC parcel with a City owned property. He noted that the IDA hasn't received a follow up on where the City is on the vacant

land registry. Tracy indicated that she would follow up with Amie Hendrix regarding the City's progress.

City Council Report:

No report.

IDA projects

BID Beautification

Tracy noted that the IDA received a progress report from the BID for Q1. The BID requested disbursement to hire a seasonal worker from the LDC's contributions to the project. Tracy expects that the BID's activity will pick up in Q2.

Gateway Project

Tracy stated that she received a letter from DEC officially closing the spill record for the gateway parcel. Tracy noted that she will work with Wendy Marsh to move forward with the land sale.

Trinity Project

Anne Nenneau indicated that there has been no movement on the Trinity project. Jason Fulton inquired about if the PILOT agreement will need to be updated since so much time has passed. Tracy and Anne indicated that updates will be needed to adjust for the new timeline and project budget.

NYSEG Easement

Tracy noted that the IDA received a request for an easement on the GEDC property from NYSEG. Tracy indicated that she spoke with NYSEG Thursday and that they need a 20 ft easement for a stabilizing pole and wire on the northern part of the parcel.

- Motion to approve the NYSEG easement for the GEDC parcel subject to review by the property manager by Rick Bley, second by RJ Passalacqua. Motion passed unanimously.

Lakes Edge Project

Anne Nenneau noted that she had been in recent contact with Mark and Neal and that the two buildings along the lakefront are currently under construction. Anne noted that the developer is currently looking for a hotel operator to manage the hotel on the property.

Emma Powlin indicated that the IDA hasn't heard back from the developer after providing signatures for the requested documents. As such, all the parcels are still considered to be one until the developer signs the documents. Tracy noted that she will follow up with her contact.

The Board engaged in a discussion regarding the need to do more public outreach and engagement to educate the public on what the IDA does and doesn't do. Multiple Board members emphasized how popular narratives shape local perceptions of the IDA. Anne Nenneau stated that Tracy is going to create some educational materials on IDA/PILOTs to help educate the public.

Rick Bley asked if the board could get a list and status update on the IDA's current PILOTs. He emphasized how this information could help with the IDA's public outreach.

Emma Powlin noted that Harris Beach is also considering releasing educational/promotional content and hopes to connect their IDA clients together to release an informational post about the region's IDAs.

Jason Fulton suggested the IDA present to the City Council to ensure they are informed of the IDA's activities. The Board all agreed that more public engagement is needed.

NEW BUSINESS

Audit Committee Report

Tracy Verrier noted that the Audit Committee met on Wednesday and that the draft audit was in the packet. Tracy noted that the IDA's overall net position is up about \$100,000 over last year and that total operating revenue is up \$330,000 from last year. She emphasized how the audit provides an overview of the standards and procedures of the IDA as there have been a lot of changes to audit practices over the past few years.

Tracy also stated that the audit noted the following 1) the IDA should develop a better schedule documenting the IDA's capital asset balances to have a more definitive understanding of the IDA's total assets (particularly for the GEDC), and 2) the audit report was late partially due to the firm needing to work through some complicated transactions related to the GEDC and Park Partnership.

Tracy stated that the IDA is now just waiting on a representation letter from Harris Beach and then she can get the final audit for submission to PARIS.

- Motion to approve the IDA's 2022 Audit by Irene Rodriguez, second by Rick Bley. Motion passed unanimously.

Review Audit RFP Responses

Tracy provided an overview of the three audit proposals received by IDA. She noted that the low bid was from MMB, the next from EFPR, and the highest bid was from Bonadio. She stated that the IDA's current auditor is MMB and that Bonadio has a good reputation for being thorough and detail oriented. Tracy noted that the LDC approved MMB's proposal for a 3 year contract as they saw value in the continuity of remaining with MMB. Following discussion, Board members agreed that the continuity of MMB would be beneficial and that an official contract would likely resolve past issues with timeliness.

- Motion to select MMB's audit proposal by Rick Bley, second by RJ Passalacqua. Motion passed unanimously.

UNFINISHED BUSINESS

Nardozzi:

Anne Nenneau noted that Nardozzi went to the May planning meeting and plans to return to the June meeting with the requested additional information regarding environmental concerns.

Executive Session:

- Motion to go into Executive Session to discuss the proposed sale or lease of real property at 9:10 by RJ Passalacqua, second by Irene Rodriguez. Motion carried unanimously.
- Motion to exit Executive Session at 9:25 by Rick Bley, second by Lowell Dewey. Motion carried unanimously.

Gateway Parcel (continued)

- Motion to reaffirm the sale of the gateway parcel at or above the previously agreed sale price by Rick Bley, second by Lowell Dewey. Motion passed unanimously.

ADJOURNMENT

- Motion to adjourn by RJ Passalacqua, second by Lowell Dewey. Motion passed unanimously.