



**REGULAR MEETING MINUTES**  
**October 4, 2023 at 12:00 PM**  
**BID Conference Room**

**Board Members in Attendance**

Dana Hollenbeck  
Craig Talmage  
Josh Miller  
Marc Rodriguez  
Peter Gillotte  
Dave Linger  
Kyle Ackart  
Paula Bucklin\*

**Others in Attendance**

Tracy Verrier, MRB Group  
Emma Falkenstein, MRB Group  
David West, City of Geneva  
\*denotes remote attendance

**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 September regular meeting minutes by Dana Hollenbeck, second by Kyle Ackart. Motion carried unanimously.

**Financial Report:**

Tracy Verrier reviewed the October financial report noting the MRB Group contract fees. She noted that the LDC will need to submit a 2024 budget in November and that Emma Falkenstein scheduled finance and governance committee meetings. She also noted that she's in conversations with the City regarding the administration transition.

- Motion to approve the October financial report by Peter Gillotte, second by Josh Miller. Motion carried unanimously.

**City of Geneva Report:**

David West provided an update on the City of Geneva. He noted that the City is considering a short-term rental ordinance and intends to complete the zoning update by the end of 2023. He stated that the zoning updates are intended to be adaptable based on what's working. He noted that the short-term rental ordinance does not include a cap, but does include a license that is revokable, and defines short-term rental use. He stated that the City estimates about 100 short-term rental properties with about 80 that are currently active. He indicated that the implementation of the short-term rental ordinance will be a big lift for the City.

Dave Linger inquired about how the zoning updates will impact single family property owners/people in the historic district.

David West indicated that there is a proposal to extend the TUD (traditional urban design district) to capture Pulteney Street and the adjacent areas, and remove the requirements for short-term rentals in the downtown. The TUD expansion will likely be a separate ordinance and will thus be on a different timeline than the short-term rental ordinance.

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**BOARD OF DIRECTORS**

JOSH MILLER ('26) ~ CHEVANNE DEVANEY ('24) ~ DANA HOLLENBECK ('23)

PAULA BUCKLIN ('24) ~ KYLE ACKART ('26) ~ DAVID LINGER ('23) ~ MARC RODRIGUEZ ('23) ~ PETER GILLOTTE ('23)

Dave Linger inquired about parking minimums for single-family homes looking to be short-term rentals. David West indicated that there will be parking requirements for single-family short-term rentals, but that the total number of required parking spots is something that can be negotiated during the planning board review process. He indicated that one parking space per room is the current requirement.

David West also noted that the City is in the 2024 budget process. He stated that the guiding principle behind the 2024 budget is to not raise the tax rate. He noted that City Departments had to reduce expenses by 12% to meet this budget goal.

Dave Linger inquired about any reshuffling of City staff to help with the budget. David West indicated that there had been some movement within City Hall. He stated that there was a proposed full-time grant person and a proposal for the City Management Office and Department of Planning and Economic Development to share a public outreach person. David also noted that he included more money for grant writing services in his department budget.

David West also indicated that the City is working on processes to dispose of excess City-owned property. There is a committee that will meet annually to review the City's properties and discuss best uses. Dave Linger inquired about the City's process for helping City Council determine the best use for the properties and selecting the buyers. David West indicated that highest price wasn't the only factor the City would consider.

David West noted that the City sponsored a design project for building 12 near the farmer's market on the lakefront. The project proposed creating an indoor/outdoor space between the Welcome Center and the hotel. The proposal seeks to maximize use of the space including the construction on a pavilion, a parking lot, a low-energy building, etc. The goal of the project is to get the farmer's market away from the boat ramp along the lakefront. David indicated that the plan will be presented in November.

#### **School District Report:**

Tracy noted that Bo Wright intends to attend the November meeting.

#### **TechFarm Request:**

Tracy noted that she's been in communication with the folks from the techfarm and is waiting on the official package of terms and conditions. The request asked for \$25,000 from the LDC, \$25,000 from the County, with the organization matching \$5,000. Tracy stated that the IDA is unable to assist given the bylaws of NYS IDAs. Tracy noted that she hasn't seen the terms from the County, including their discussions regarding a forgivable loan.

Dave Linger inquired if the LDC was in a position to discuss a forgivable loan. Craig Talmage indicated that the project supports the LDC's mission and helps with the optics of the LDC supporting more than just downtown/waterfront businesses/development. Craig stated his desire for Ontario County to take the lead.

- Motion to support the Cornell Agricultural and Technology Corporation's funding request with the same terms as Ontario County EDC pending review from Dave Linger and David West by Craig Talmage, second by Dana Hollenbeck. Motion carried unanimously.

Kyle Ackert stated that the IDA should be aware of the financial resources at the LDC's disposal. Tracy noted that the LDC's usual expenses include administrative services, the audit fees, and then project related costs.

**BID Proposal for 2024:** Tracy noted that the proposal hadn't changed from the prior month. The BID is requesting a rollover of left-over funding from 2023 and an additional \$7,500 each from both the LDC and IDA. Josh Miller indicated that the BID should be aware that the IDA and LDC won't provide funds in perpetuity. Tracy noted that the conversation all along has been that the LDC and IDA would be willing to help for 1-2 years while the BID and City determine a more long-term solution for the recent improvements.

- Motion to roll over remaining 2023 funds, add an additional \$7,500 for 2024, and require the BID to continue to provide reports regarding use of funds by Josh Miller, second by Marc Rodriguez. Motion carried unanimously.

Peter Gillotte inquired if the City's 2024 budget will include additional BID funding. David West indicated that he hadn't heard anything regarding additional BID funding requests.

Kyle Ackert inquired about the original BID ask for landscaping services. Dave Linger stated that the BID wasn't able to handle the increased scale of downtown maintenance following the DRI streetscaping projects.

**Board member Terms:** Tracy noted that the LDC is coming up to the end of its fiscal year. She noted that Dave Linger will be terming off after 2023 and that the LDC will need to think about officers for 2024 including the chair position. Tracy noted that she will be contacting the nominating committee in the coming weeks. She stated that Marc Rodriguez and Peter Gillotte will need to be reappointed. Dave Linger reminded the board that the City Council may need to approve the new chair and position reappointments.

#### **Executive Session**

- Motion to enter Executive Session for the proposed sale or lease of real property at 12:48 pm by Josh Miller, second by Dana Hollenbeck. Motion carried unanimously.
- Motion to exit Executive Session at 1:03 pm by acclamation. Motion carried unanimously.

#### **Adjournment:**

- Motion to adjourn by acclamation at 1:04 pm.