

**Geneva Industrial Development Agency  
City Hall, 47 Castle Street, Geneva, New York  
And via Zoom livestreamed to GIDA's YouTube Page  
October 6, 2023 at 8:30am**

**Regular Meeting Minutes**

**In Attendance:**

Anne Nenneau  
Irene Rodriguez  
RJ Passalacqua  
Rick Bley  
Ben Vasquez\*  
Lowell Dewey  
*\*remote attendance*

**Others present:**

Tracy Verrier, MRB Group  
Emma Falkenstein, MRB Group  
Amie Hendrix, City of Geneva  
David West, City of Geneva  
Emma Powlin, Harris Beach  
Matt Chatfield, Caliber Commercial  
Brokerage\*  
Maureen Lee, GCSD\*  
Myles Webster, Webster Properties LLC\*

**MEETING CALL TO ORDER**

Chair Anne Nenneau called the meeting to order at 8:38 am with a quorum present.

**ADMINISTRATIVE REPORTS**

**Meeting Minutes:**

- Motion to approve the September meeting minutes by RJ Passalacqua, second by Rick Bley. Motion carried unanimously.

**Financial Report:**

Tracy Verrier reviewed the October financial report, noting the inclusion of GEDC committee work in MRB Group's administrative services bill and the income from Downtown winery.

- Motion to approve the October financial report by Irene Rodriguez, second by RJ Passalacqua. Motion passed unanimously.

**UPDATES**

**Geneva City School District:**

Maureen Lee provided an update on the Geneva City School District. She shared good news regarding the positive numbers for the middle school, including improvements in grades and a reduction in disciplinary problems. Maureen noted that the high school is struggling with graduation rates and that the district's construction projects are moving along.

**GEDC:**

Myles Webster provided an update on the GEDC building. He noted a couple of building updates and an uptick in requests for showings. Myles indicated that he's working to prepare the building for the weather change. Myles also informed the board that they are advertising open space on multiple internet sites, social media, etc. Lowell Dewey inquired about an advertisement regarding boat storage. Myles indicated that they recently reopened that service line due to interest and additional storage capacity.

### **GEDC Committee Update:**

Tracy stated that the nominating committee reviewed five applications from folks who submitted application forms through the City's website. Tracy, David, and the nominating committee will conduct interviews with the interested parties and bring their recommendations to the board at the November meeting.

### **City Council Report:**

Amie Hendrix, City Manager, provided an update on the City of Geneva. She indicated that the City and the City Council are currently in budget season and just released the draft budget. It is a flat budget with no increase to the tax rate. Amie noted that the City Council passed the short-term rental ordinance which will require short-term rentals to have a permit and license. The new ordinance will go into effect in March 2024. She also noted that the new zoning ordinance will go on the November City Council agenda and that the City will hold a public hearing. Amie stated that the City is continuing to examine City-owned properties and the processes of disposing of and finding the best use for said properties.

Rick Bley inquired about the maintenance of weeding on routes 5&20 and the lane closures and rerouting of traffic. Amie indicated that NYS DOT is looking to do more construction from Lake St to the County Line, including a road diet. The City Council intends to meet with the NYS DOT to discuss the project.

### **IDA projects**

**Nardozzi PILOT Application:** Tracy noted that Bob Ryan started drafting the deeds for the project and found that the IDA doesn't have current meets and bounds for the property. Tracy has contacted Nardozzi to see if they have any materials from the information they had to submit to the planning board. Tracy stated that Bob suggested the IDA start the process of hiring a surveyor to complete the deed paperwork. She noted that the cost to hire a surveyor would come from the park partnership budget.

- Motion to allow for quoting & hiring of a surveyor with approval of the executive committee by Irene Rodriguez, second by Lowell Dewey. Motion passed unanimously.

Tracy noted no changes to the other IDA projects.

## **NEW BUSINESS**

**GEDC Building:** Tracy stated that the GEDC Committee met a few weeks ago to go over options moving forward. Irene Rodriguez noted that the GEDC committee has been working for many months and doing their due diligence regarding the property. Tracy noted that the goal of the September committee meeting was to identify a path forward taking into consideration what has been done to date, information from the building studies, and input from subject matter experts.

David West stated that the IDA has to decide what the role of the IDA is in relation to the GEDC building. Tracy noted that the GEDC Committee discussed a number of options and landed on the central question of whether the IDA wants to/should be running an incubator.

Anne Nenneau stated that the IDA's mission is to promote business in the City and help with business development. She noted that as the IDA's involvement with PILOTs is limited. Thus, having a facility like the GEDC is an important aspect of how the IDA can help to fulfill its mission. However, the way the building is currently operating isn't an incubator. To be an incubator, the building will need significant investment and operational staff.

The board engaged in discussion regarding what the role of the IDA is in the community. Multiple board members indicated that renovating the GEDC will be a huge investment, but that selling the building will be difficult in its current state. Additional grant funding will be essential for any capital improvements.

Rick Bley indicated that over the years the GEDC building has helped a lot of businesses start, and that the role of the building may be less of an incubation space and more of a small business startup space.

RJ Passalacqua indicated that the building presents a unique opportunity for the IDA to try to help business development in Geneva. He expressed interest in learning from other communities running incubators on the best way to do so. He agreed with Anne that keeping the building as an incubation space speaks to the IDA's mission.

Ben indicated his agreement with RJ and Anne. He stated concern over the condition of the building and the difficulty in selling the property.

Tracy summarized that the board seemed generally interested in maintaining some incubation space at GEDC. She stated that the next question is whether the full building is needed to accomplish that vision.

Irene Rodriguez stated concern regarding the IDA's ability to maintain the entire building as an incubation space. Lowell pointed out that if Jason Fulton were at the meeting, he would say to sell the property.

Tracy suggested that there are two ways to utilize part of the building for incubation: 1) subdivide the building and retain a portion, which would require more in-depth exploration of the utility layout, or 2) sell the building with the IDA having a long-term lease for a portion of the space. The board engaged in discussion regarding the local market for small businesses. Anne Nenneau suggested asking previous tenants why they left.

Following discussion, Tracy noted that running an incubator space would require additional services beyond property management to support businesses in the space. The board agreed to revisit this conversation at the next meeting.

Tracy noted the need to approve the GEDC management agreement, pointing to one change from the prior month's agreement draft that would allow the IDA to bring in someone else to run the incubation services.

- Motion to approve the GEDC management agreement by Irene Rodriguez, second by RJ Passalacqua. Motion carried unanimously.

**BID 2024 Request:** Tracy noted that the LDC approved the rollover of prior funds and an additional \$7,500 in funding. The IDA had already approved this, so she will get a contract together for the LDC, IDA, and BID.

**Gateway Parcel:** Tracy indicated that there is an update regarding the Gateway building.

#### **EXECUTIVE SESSION**

- Motion to go into Executive Session at 9:25 for the proposed sale or lease of real property by RJ Passalacqua, second by Rick Bley. Motion carried unanimously.
- Motion to exit Executive Session at 9:38 by RJ Passalacqua, second by Lowell Dewey. Motion carried unanimously.

#### **ADJOURNMENT**

- Motion to adjourn at 9:39 by Rick Bley, second by RJ Passalacqua. Motion carried unanimously.