

Village of Fairport
Office of Community + Economic Development

31 South Main Street
Fairport, New York 14450

MINUTES
Industrial Development Agency
Board of Directors Meeting
March 24, 2009

Board Members present:

Jim Unckless, Chairman
Kevin Clark
Ken Rohr
Donna Yawman

Excused: Andree Mastrosimone

Staff present:

Kal Wysokowski, Exec. Director
Monika Salvage, Assistant

Others present:

Lou Morin II, Counsel
Peter Abele, President Erie Canal
Boat Company

The regular meeting of the Fairport IDA Board of Directors was called to order by Chairman Jim Unckless at 4:30 pm.

I. Approval of Minutes

A motion to approve the minutes of the February meeting was made by Donna Yawman, seconded by Ken Rohr, and unanimously approved.

II. Financial Reports

- a. **Resolution 2009-03** authorizing payment of bills was reviewed. Motion to authorize payment of bills was made by Ken Rohr, seconded by Kevin Clark, and unanimously approved.

It was noted that any operating expenses other than related to FVP and Section 8 are allocated with a ratio of 80:20 between URA and IDA.

- b. **Reconciliation Report** was reviewed and accepted.

Kal Wysokowski reported on the annual FMC contribution to FVP and a small gain on investments.

III. Old Business

a. PAAA Additional Training

Kal Wysokowski announced upcoming training opportunities for Public Authorities. Monika Salvage will attend one in Syracuse on March 27.

b. Restore NY Funding

Kal Wysokowski informed the Board about the letter of intent submitted for \$100,000 Restore NY funds. This money would be used for the demolition of five buildings at the DPW site. Representatives of Empire State Development came to visit the site. Applications are due on May 4 and funding will be announced in July.

c. NYS DOS Grant

Kal Wysokowski confirmed that this grant is still intact and funded in full.

d. Parker Street Redevelopment Phase II

Kal Wysokowski reported on the ongoing test process. One ground water test was installed on the site. Petroleum-based VOCs (volatile organic compound) were detected, which means the remediation area will be much larger than anticipated. Estimates for the soil removal are in the range of \$ 120,000 (if the Town of Perinton provides the labor). Pre-demo asbestos tests were done today.

IV. New Business

a. Erie Canal Boat Company Request

A request was received from the Erie Canal Boat Company for improvement and ADA access to the site and boats. Kevin Clark noted that the Village is very supportive. Motion to authorize a contribution from OCED of up to \$ 5,000 for the reconstruction of the dock was made by Ken Rohr, seconded by Donna Yawman, and unanimously approved.

b. Audit Committee Report

Ken Rohr reported on the meeting with AM&M. Communications with AM&M are good and frequent. The Agency owns a variety of funds and the value of the portfolio went up.

Ken Rohr presented the proposed Reserve Fund Allocation of \$ 3 million. The Board was in favor of this allocation. Counsel will look into the proper legal measures that need to be taken.

A request for proposals for Auditing Services for the next three years is the next task.

c. Annual Contribution to Village

Kal Wysokowski presented to the Board the IDA Property List that illustrates the Agency's PILOT, Lease and Tax Exempt Agreements, which amount to about \$41,000. The Village is asking for \$46,500 for next year's budget.

Ken Clark indicated that there have been talks about a franchise fee (possibly \$25,000) from the Agency to the Village for the Section 8 Program. The legal ramifications of such actions need to be determined.

Motion to approve a 2009 contribution of \$46,500 for "Services Rendered" was made by Ken Rohr, seconded by Donna Yawman, and unanimously approved. Kevin Clark abstained from the vote.

d. Discussion Incentive Guidelines

Kal Wysokowski introduced possible mixed-use, historic preservation and venture loans for discussion. She presented a draft for potential Business District Mixed-Use Incentive Guidelines that identify areas of interest that should be covered in the decision making process of ranking projects. The three components of such a program would be: Guidelines, Application Form and Checklist with timeline of actions. Input from the Board is requested within the next two weeks.

- V.** Motion for recess at 5:50 pm was made by Ken Rohr, seconded by Kevin Clark, and unanimously approved. Motion to reconvene meeting and enter into Executive Session at 7:10 pm to discuss real property acquisition was made by Kevin Clark, seconded by Ken Rohr, unanimous. Motion to come out of Executive Session at 8:00 pm made by Donna Yawman, seconded by Kevin Clark, unanimous. Motion to adjourn was made by Kevin Clark, seconded by Ken Rohr, unanimous.

The next meeting is scheduled for Monday, April 20, 2009 at 4:30 pm.