

DRAFT



**GGLDC Board Meeting  
Thursday, March 28, 2024**

**Location: 99 MedTech Drive, Innovation Zone  
4:00 PM**

**GGLDC MINUTES**

**Attendance**

Board Members: P. Zelif, J. Tretter, M. Clattenburg, C. Yunker, M. Brooks, D. Cunningham, S. Noble-Moag  
Staff: L. Farrell, M. Masse, S. Hyde, J. Krencik, C. Suozzi, P. Kennett, E. Finch  
Guests: K. Manne (GCEDC Board Member), M. Gray (GCEDC Board Member), R. Gaenzle (Harris Beach), Stephen Maier (Harris Beach)  
Absent: P. Battaglia, G. Torrey

**1.0 Call to Order**

D. Cunningham called the meeting to order at 4:36 p.m. in the Innovation Zone.

**2.0 Chairman’s Report and Activities**

**2.1 Upcoming Meetings:**

**Next Scheduled Board Meeting: Thursday, May 2<sup>nd</sup> at 4:00 p.m.**  
Audit & Finance Committee Meeting: Tuesday, April 30<sup>th</sup> at 8:30 a.m.  
Governance and Nominating Committee Meeting: Thursday, May 2<sup>nd</sup> at 3:00 p.m.

**2.2 Agenda Additions/ Deletions/ Other Business –** Remove item 3.2 CH4 Biogas Option Agreement.

**S. Noble-Moag made a motion to table agenda item 3.2; the motion was seconded by J. Tretter.  
Roll call resulted as follows:**

M. Brooks -	Yes	J. Tretter -	Yes
D. Cunningham -	Yes	P. Battaglia -	Absent
M. Clattenburg -	Yes	C. Yunker -	Yes
G. Torrey -	Absent	P. Zelif -	Yes
S. Noble-Moag -	Yes		

The item was tabled.

**2.3 Minutes: March 7, 2024 -**

**M. Brooks made a motion to approve the March 7, 2024 minutes as presented; the motion was seconded by C. Yunker. Roll call resulted as follows:**

M. Brooks -	Yes	J. Tretter -	Yes
D. Cunningham -	Yes	P. Battaglia -	Absent
M. Clattenburg -	Yes	C. Yunker -	Yes

**DRAFT**

G. Torrey -	Absent	P. Zelif -	Yes
S. Noble-Moag -	Yes		

**The item was approved as presented.**

**3.0 Report of Management**

**3.1 Public Authorities Annual Report** - The Annual Report was included with the Board materials as a separate attachment for review. It is being brought forward for approval to be submitted into the PARIS reporting system. Unlike the GCEDC, there is no project information to report. Rather, the GGLDC is required to report loans and grants for the 2023 reporting period, in addition to regular governance and Board information.

**J. Tretter made a motion to approve the submission of the Public Authorities Annual Report as presented; the motion was seconded by M. Clattenburg. Roll call resulted as follows:**

M. Brooks -	Yes	J. Tretter -	Yes
D. Cunningham -	Yes	P. Battaglia -	Absent
M. Clattenburg -	Yes	C. Yunker -	Yes
G. Torrey -	Absent	P. Zelif -	Yes
S. Noble-Moag -	Yes		

**The item was approved as presented.**

**3.2 CH4 Biogas Option Agreement-** This agenda item was tabled.

**4.0 Audit & Finance Committee – D. Cunningham**

**4.1 12/31/23 Audit** - Jason Waite of Mostert, Manzanero & Scott, LLP reviewed the GGLDC 2023 audit during the GCEDC Audit and Finance Committee meeting that convened prior to the Board meeting.

Like the GCEDC, no material weaknesses in internal controls were identified during the GGLDC audit. It is their opinion that the audited financial statements present fairly, in all material respects, the financial position of the GGLDC as of December 31, 2023. A Single Audit was not needed for the GGLDC this year. Audits were completed for the STAMP Water Works Corporation and the STAMP Sewer Works Corporation. These corporations are discretely presented component units on the GGLDC statements due to the GGLDC's ultimate control over these entities. There were no findings or weaknesses.

L. Farell stated that when the December 2023 Unaudited Financial Statements were presented, she noted that there would be some adjustments, which included GASB 87 related to leases and additional accounts payable. These adjustments have been made.

This was recommended for approval by the Committee.

**M. Brooks made a motion to approve the 12/31/23 Audit as presented; the motion was seconded by S. Noble-Moag. Roll call resulted as follows:**

**DRAFT**

M. Brooks -	Yes	J. Tretter -	Yes
D. Cunningham -	Yes	P. Battaglia -	Absent
M. Clattenburg -	Yes	C. Yunker -	Yes
G. Torrey -	Absent	P. Zelif -	Yes
S. Noble-Moag -	Yes		

**The item was approved as presented.**

**4.2 Mowing Bids** - The GGLDC solicited bids to mow the following:

1. Property located at 8750 Ag Park Drive, mow biweekly starting April 1 through October 31
2. Mowing of green space at 99 MedTech Dr, Upstate MedTech Centre, weekly for 16 weeks.

The following bids were received:

1. Bubba's Landscape – Declined to bid
2. Craig's Mowing and Landscape - \$3,760
3. S&S Excavating & Blacktop - \$6,400
4. Scalia's Landscape - \$3,920
5. Fava Brothers - \$9,900

**Fund commitment:** \$3,760 from operational funds of MedTech and Ag Park.

**Board action request:** Approval of mowing contract for \$3,760 to Craig's Mowing and Landscape

This was recommended for approval by the Committee.

**M. Brooks made a motion to approve the Mowing Bids to Craig's Mowing and Landscaping not to exceed \$3,760 as presented; the motion was seconded by J. Tretter. Roll call resulted as follows:**

M. Brooks -	Yes	J. Tretter -	Yes
D. Cunningham -	Yes	P. Battaglia -	Absent
M. Clattenburg -	Yes	C. Yunker -	Yes
G. Torrey -	Absent	P. Zelif -	Yes
S. Noble-Moag -	Yes		

**The item was approved as presented.**

**4.3 Authorizing Resolution – Sale of Land to MedTech Landing, LLC** - This authorizing resolution is to correct the original PSA for MedTech Landing. There were two parcels that were left off the original PSA, including the stormwater pond and the proposed roadway. These parcels were intended to be included in the original PSA; hence the purchase price has not changed. This authorizing resolution is adding these additional parcels.

D. Cunningham stated that this project is located at MedTech Park; however, the resolution states Genesee Valley Agri-Business Park. M. Masse confirmed that the resolution should be changed to MedTech Park.

**DRAFT**

Resolution No. #03/2024 - 01

RESOLUTION OF THE GENESEE GATEWAY LOCAL DEVELOPMENT CORPORATION AUTHORIZING (I) THE SALE OF CERTAIN LANDS OWNED BY GENESEE GATEWAY LOCAL DEVELOPMENT COMPANY LLC TO MEDTECH LANDING, LLC AND ITS PERMITTED ASSIGNS (THE “COMPANY”) COMPRISING APPROXIMATELY 3.14 ACRES LOCATED IN THE TOWN OF BATAVIA, GENESEE COUNTY, NEW YORK, AND KNOWN AS TAX PARCELS 9.-1-218 AND PART OF 9.-1-217 (COLLECTIVELY, THE “LAND”), (II) THE PROVISION OF CERTAIN FINANCIAL INCENTIVES TO THE COMPANY, (III) THE EXECUTION AND DELIVERY OF A FIRST AMENDMENT TO PURCHASE AND SALE CONTRACT FOR VACANT LAND FOR THE CONVEYANCE OF THE LAND AND (IV) THE EXECUTION AND DELIVERY OF DOCUMENTS NECESSARY AND INCIDENTAL TO THE FOREGOING.

This was recommended for approval by the Committee with the above-mentioned change.

**M. Brooks made a motion to approve Authorizing Resolution #03/2024-01 with the above-listed change; the motion was seconded by P. Zelif. Roll call resulted as follows:**

M. Brooks -	Yes	J. Tretter -	Yes
D. Cunningham -	Yes	P. Battaglia -	Absent
M. Clattenburg -	Yes	C. Yunker -	Yes
G. Torrey -	Absent	P. Zelif -	Yes
S. Noble-Moag -	Yes		

**The item was approved as presented.**

**4.4 Service Agreement for Fire Alarm System** - The GGLDC has an agreement with Great Lakes Building Systems, Inc. to take care of servicing the fire alarm system in the MedTech Centre. In previous years the GGLDC Board approved the Gold Package for the fire alarm system. This contract is up for renewal with no increase in cost. This item was included in the 2024 budget.

**Fund Commitment:** \$5,925.

**Board Action Request:** Approval of payment of \$5,925 for the gold package for the fire alarm system.

This was recommended for approval by the Committee.

**M. Brooks made a motion to approve the Service Agreement for the Fire Alarm System with Great Lakes Building Systems not to exceed \$5,925 as presented; the motion was seconded by S. Noble-Moag. Roll call resulted as follows:**

M. Brooks -	Yes	J. Tretter -	Yes
D. Cunningham -	Yes	P. Battaglia -	Absent
M. Clattenburg -	Yes	C. Yunker -	Yes
G. Torrey -	Absent	P. Zelif -	Yes

**DRAFT**

S. Noble-Moag - Yes

**The item was approved as presented.**

**5.0 Governance & Nominating Committee – S. Noble-Moag**

**5.1 Nothing at this time.**

**6.0 Other Business**

**6.1 Nothing at this time.**

**7.0 Adjournment**

As there was no further business, J. Tretter made a motion to adjourn at 4:43 p.m., which was seconded by M. Brooks and passed unanimously.