



**GGLDC Board Meeting
Thursday, September 7, 2023**

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

GGLDC MINUTES

Attendance

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

1.0 Call to Order

D. Cunningham called the meeting to order at 5:46 p.m. in the Innovation Zone.

2.0 Chairman's Report and Activities

2.1 Upcoming Meetings:

Next Scheduled Board Meeting: Thursday, October 5th at 4:00 p.m.
Audit & Finance Committee Meeting: Tuesday, October 3rd at 8:30 a.m.

P. Battaglia previously stated that he may have a conflict for the October 5th Board meeting. However, he clarified that the October 26th Board meeting is the date of the potential conflict, not October 5th.

2.2 Agenda Additions/ Deletions/ Other Business –

S. Noble-Moag made a motion to remove agenda item 4.5 – LED Lighting Installation for MedTech Centre; the motion was seconded by P. Battaglia. Roll call resulted as follows:

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

The item was approved as presented.

2.3 Minutes: August 3, 2023 -

P. Zelif made a motion to approve the August 3, 2023 minutes 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 -	Yes

C. Yunker -	Yes	M. Clattenburg -	Yes
G. Torrey -	Absent	P. Zelif -	Yes
S. Noble-Moag -	Yes		

The item was approved as presented.

3.0 Report of Management

3.1 Genesee CARES Close- Out - J. Krencik stated that OCR is currently processing the final draw for the Genesee CARES grant. In total, 34 businesses across Genesee County received \$1.3M, collectively, over the last two years as they recovered from the negative impacts of COVID. Only one business that received Genesee CARES grant funding closed; however, it has re-opened under the same name with new ownership. J. Krencik thanked Genesee County leadership for the support of this program.

4.0 Audit & Finance Committee – D. Cunningham

4.1 July 2023 Financial Statements L. Farrell reviewed with the Committee the significant items of the July 2023 long form financial statements.

- There are no significant changes to the balance sheet from last month.
- Accounts payable decreased. The MedTech Centre Property Management Fee and Economic Development Support Grant that is accrued monthly and paid quarterly was paid to the EDC in July.
- On the P&L, we collected \$33,500 of OCR funds related to the Genesee CARES grant. Funds were disbursed to program grant award recipients, which was recognized as grant expense.
- There is one final draw remaining for the Genesee CARES Grant.
- There is regular monthly activity.

The financial statements were reviewed in detail by the Committee and are recommended for approval.

J. Tretter made a motion to accept the July 2023 Financial Statements as presented; the motion was seconded by M. Brooks. Roll call resulted as follows:

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

The item was approved as presented.

4.2 GGLDC Budget Timeline - The 2024 Budget is due to the ABO and OSC by November 1, 2023. L. Farrell reviewed the timeline to emphasize the need for a quorum at the October 26, 2023 Board meeting. Board members were asked to notify staff as soon as possible if they have a conflict.

4.3 Subordination Agreement- Craft Cannery acquired and installed filling equipment that increased their capacity and efficiencies to their production in 2021. Financing for that project included a loan from the Genesee Gateway Local Development Corp.'s (GGLDC) Loan Fund #2 in the amount of \$132,000 that provided gap financing on the project. The term loan has an interest rate of Prime with a floor of 3% per annum, to be readjusted annually, and is being amortized over a 10-year term. The loan was secured

by a first position lien filing on the equipment, cross-corporate and personal guarantees from the members as well as a landlord waiver to access the collateral as necessary as they did not own the building. Craft Cannery (LNK Holdings, LLC) is securing bank financing so they can now purchase the building at 7100 AppleTree Avenue. In connection with that financing, the bank is requesting that the subordination agreement is signed by the GGLDC.

Fund Commitment: None.

The Committee stated that they are not willing to subordinate the lien position on the equipment. The Committee requested a revised agreement.

The Committee tabled the agenda item.

Since the Audit & Finance Committee met on Tuesday, M. Masse provided a revised subordination agreement to the Committee via email. In the revised subordination agreement, the GGLDC will remain in first position on the equipment that was purchased with the loan proceeds.

D. Cunningham made a motion to approve the revised Subordination Agreement, where the GGLDC remains in first position on the equipment; the motion was seconded by M. Brooks. Roll call resulted as follows:

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

The item was approved as presented.

4.4 Batavia HOME Fund Seed Funding- The Town and City of Batavia and the GCEDC had previously approved the Batavia Home Fund Agreement in November of 2022, and the GCEDC Board approved the Home Fund Policy in July 2023. The agreement is that the GCEDC can utilize Host Benefit Agreements on housing projects to put money into the fund. The GCEDC would be the custodian of the funds, and any project would complete an application to request the money and there would be a three person committee (GCEDC, Town and City) that would review the applications and make approvals/disapprovals.

The allowable uses of the funds are as follows:

- a) Extraordinary development costs related to hazardous material abatement, remediation, flood hazard areas, etc.
- b) Demolition / rehabilitation of vacant residential structures that cause community and neighborhood blight.
- c) Provide incentives to the conversion of rental properties to single family homes
- d) Infrastructure modernization and improvements including all costs related to planning, design and constructing roadways, multi-modal, water, sewer, gas, electric, telecommunication enhancements, storm water management facilities and related green infrastructure including landscaping and streetscape improvements related to redevelopment projects.

- e) Expansion of sewer capacity at Waste Water Treatment Plant for Studies, Engineering, Construction and Expansion.
- f) Matching funds to secure other grant resources to further capitalize redevelopment projects in the BOA area.
- g) Land assemblage, property acquisition and due diligence for Agency Projects consistent with Section 2 of this Agreement.
- h) Marketing expenses for existing programs such as 421-F, 485-R and Core Housing Owner Incentive Exemption (CHOICE).
- i) Grants to support CHOICE program.

The GGLDC is looking to contribute funding to start the fund.

Fund Commitment: \$100,000 to come from Strategic Investments. This is a grant to the GCEDC. Strategic investments will be replenished with the land sale proceeds from the MedTech Centre housing project if those funds are not required to be paid to USDA.

M. Masse affirmed that the policy has been amended so that City use of funds is not allowed until funds from Host Agreements have flown through to the fund, as opposed to using initial seed money.

This was recommended for approval by the Committee.

J. Tretter made a motion to approve the \$100,000 grant from Strategic Investments to the GCEDC to provide seed funding for the Batavia Home Fund; the motion was seconded by M. Brooks. Roll call resulted as follows:

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

The item was approved as presented.

4.5 LED Lighting Installation for MedTech Centre – This agenda item was removed.

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, P. Battaglia made a motion to adjourn at 5:57 p.m., which was seconded by P. Zelif and passed unanimously.