



Meeting Agenda – Audit and Finance Committee

Genesee Gateway Local Development Corp

Tuesday, October 1, 2024 – 8:30 a.m.

Location: 99 MedTech Drive, Innovation Zone

Page #	Topic	Discussion Leader	Desired Outcome
	1. Call To Order – Enter Public Session	M. Brooks	
	1a. Executive Session Motion to enter executive session under the Public Officers Law, Article 7, Open Meetings Law Section 105 for the following reasons: 1. The medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation 1b. Enter Public Session	M. Brooks	
2-5	2. Chairman’s Report & Activities 2a. Agenda Additions / Other Business 2b. Minutes: September 3, 2024	M. Brooks	Vote
6-10 11 12-13 14-16 17 18 19	3. Discussions / Official Recommendations to the Board: 3a. August 2024 Financial Statements 3b. GGLDC 2025 Budget Timeline 3c. GGLDC 2025 Budget Assumptions 3d. Auditor Selection 3e. Insurance Renewal 3f. Workforce Development Sources and Uses 3g. Snow and Ice Removal Contract with County 3h. Increase for HVAC 3i. Increase for Electrical Repairs at MedTech Centre 3j. Executive Real Estate Agreement for Listing MedTech	L. Farrell L. Farrell L. Farrell L. Farrell L. Farrell C. Suozzi M. Masse M. Masse M. Masse C. Suozzi	Disc / Vote Discussion Discussion Discussion Discussion Discussion Disc / Vote Disc / Vote Disc / Vote Disc / Vote
	5. Adjournment	M. Brooks	Vote

GGLDC Audit & Finance Committee Meeting

Tuesday, September 3, 2024

Location – 99 MedTech Drive, Innovation Zone

8:30 a.m.

MINUTES

ATTENDANCE

Committee Members M. Brooks, P. Battaglia, D. Cunningham, J. Tretter
Staff: L. Farrell, M. Masse, E. Finch, L. Casey, P. Kennett, C. Suozzi, J. Krencik
Guests: M. Gray (GCEDC Board Member), K. Manne (GCEDC Board Member), P. Zeliff
(GCEDC Board Member)
Absent:

1. CALL TO ORDER / ENTER PUBLIC SESSION

M. Brooks called the meeting to order at 8:48 a.m. in the Innovation Zone.

1a. Enter Executive Session

J. Tretter made a motion to enter executive session under the Public Officers Law, Article 7, Open Meetings Law Section 105, at 8:48 a.m. for the following reasons:

1. The medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation.

The motion was seconded by D. Cunningham and approved by all members present.

1b. Enter Public Session

P. Battaglia made a motion to enter back into public session at 9:05 a.m., seconded by D. Cunningham and approved by all members present.

2. CHAIRMAN'S REPORT & ACTIVITIES

2a. Agenda Additions / Other Business – Nothing at this time.

2b. Minutes: July 30, 2024

D. Cunningham made a motion to recommend approval of the minutes from July 30, 2024; the motion was seconded by J. Tretter. Roll call resulted as follows:

J. Tretter - Yes
P. Battaglia - Yes
M. Brooks - Yes
D. Cunningham - Yes

2a

2

The item was approved as presented.

3. DISCUSSIONS / OFFICIAL RECOMMENDATIONS TO THE BOARD:

3a. July 2024 Financial Statements – L. Farrell reviewed with the Committee the significant items of the long form financial statements for July 2024.

- Line 9, Restricted cash for the Host Community Investment Agreement with Plug Power increased by about \$900,000 as we received the annual payment from Plug in July.
- In Operating Fund, we received \$25,000 from the AES Rt 5 Storage Solar project that closed for the Workforce Development/Economic Development Program Support Grant. This money is added to strategic investments.
- There is normal monthly activity in the funds, including MedTech.

D. Cunningham made a motion to recommend to the full Board the approval of the July 2024 Financial Statements as presented; the motion was seconded by J. Tretter. Roll call resulted as follows:

- J. Tretter - Yes
- P. Battaglia - Yes
- M. Brooks - Yes
- D. Cunningham - Yes

The item was approved as presented.

3b. GGLDC Budget Timeline - The 2025 budget is due to the ABO and OSC by November 1, 2024. L. Farrell reviewed the timeline to emphasize the need for a quorum at the Board meeting on October 31, 2024. Board members were asked to notify staff as soon as possible if they have a conflict.

P. Battaglia and P. Zelif stated that they may have a conflict for the October 31st Board meeting. L. Farrell stated that staff may poll for the Board's availability sooner than customary to ensure that we will have a quorum.

3c. Freightliner Deferred Loan Forgiveness – The Town of Batavia completed, submitted and was approved to receive Federal grant assistance in the amount of \$465,000 from NYS Housing Trust Fund Corporation represented by the NYS Office of Community Renewal through the Community Development Block Grant (CDBG) Fund for the purpose of providing financing to assist Freightliner & Western Star of Batavia, LLC for the establishment of a new truck service and education facility in the Town of Batavia. The GGLDC had approved a grant agreement with the Town of Batavia that lays out the terms and conditions of that funding being received by the Town of Batavia and then disbursed and administered by the GGLDC. On May 3, 2018, the GGLDC approved a loan agreement between Freightliner and the GGLDC. The terms and conditions of this loan agreement were consistent with previous CDBG funding. It was \$224,500 loan, \$224,500 deferred loan, five-year amortization and 2% interest rate with the difference of \$16,000 used to cover administrative expenses.

The Deferred Loan and any interest owing thereon shall be forgiven by the GGLDC if, at the end of the Deferred Loan term:

DRAFT

- (a) No "Event of Default" as defined in Section 8 of the Agreement shall have occurred and be continuing.
- (b) Borrower shall be in substantial compliance with all of the covenants, conditions and obligations of this Agreement and any other Loan Document and the loan shall have been paid in full; and
- (c) Lender shall have received a written close-out of the OCR grant

OCR came out and completed their monitoring of the project and had no Findings. The Town of Batavia received the final closeout letter/certificate of completion from OCR in June 2021. Final payment on the loan was received in June 2024.

Fund commitment: None.

Committee action request: To recommend forgiveness of the deferred loan in the amount of \$224,500.

J. Tretter made a motion to recommend to the full Board the approval of the Freightliner deferred loan in the amount of \$224,500 as presented; the motion was seconded by P. Battaglia Roll call resulted as follows:

J. Tretter - Yes
P. Battaglia - Yes
M. Brooks - Yes
D. Cunningham - Yes

The item was approved as presented.

3d. Agreement with GCC – C. Suozzi presented an opportunity to assist Genesee Community College (GCC) with their Computer Numerical Control (CNC) program. GCC has been selected as a recipient for grant funds to be used to purchase new CNC equipment not to exceed \$30,670. C. Suozzi stated that this was cited in his sources and uses for Workforce Development funds.

M. Gray stated that the signature line on the agreement included with the meeting materials cites Genesee Vally BOCES as opposed to Genesee Community College. This should be changed before the agreement is executed.

D. Cunningham made a motion to recommend to the full Board the approval of the Agreement with GCC with the above-mentioned change; the motion was seconded by P. Battaglia Roll call resulted as follows:

J. Tretter - Yes
P. Battaglia - Yes
M. Brooks - Yes
D. Cunningham - Yes

The item was approved as presented.

DRAFT

3e. Agreement with Batavia Board of Education – C. Suozzi stated that this is another CNC opportunity as Batavia is looking to purchase a \$10,000 piece of equipment to try and drive kids in high school towards CNC. This was also budgeted for in the Workforce Development sources and uses.

C. Suozzi presented an opportunity to assist the Batavia Board of Education with their Computer Numerical Control (CNC) program. The Batavia Board of Education has been selected as a recipient for grant funds to be used to purchase new CNC equipment not to exceed \$4,500. C. Suozzi stated that this was cited in his sources and uses for Workforce Development funds.

D. Cunningham made a motion to recommend to the full Board the approval of the Agreement with Batavia Board of Education as presented; the motion was seconded by J. Tretter. Roll call resulted as follows:

J. Tretter - Yes
P. Battaglia - Yes
M. Brooks - Yes
D. Cunningham – Yes

The item was approved as presented.

4. ADJOURNMENT

As there was no further business, M. Brooks made a motion to adjourn at 9:12 a.m., seconded by D. Cunningham and passed unanimously.

2a

5

**Genesee Gateway Local Development Corp.
Dashboard - August 2024
Balance Sheet - Accrual Basis**

	8/31/24	7/31/24	[Per Audit] 12/31/23
ASSETS:			
Cash - Unrestricted	\$ 730,273	\$ 746,515	\$ 706,434
Cash - Restricted (A) (1)	2,026,072	2,020,285	1,582,013
Cash - Reserved (B)	1,575,033	1,562,060	1,336,281
Cash - Subtotal	4,331,378	4,328,860	3,624,728
Accounts Receivable	8,633	8,816	11,320
Interest Receivable	-	-	3,839
Lease Receivable GASB - Current Portion	522,953	522,953	522,953
Loans Receivable - Current Portion	444,699	370,921	581,079
Other Current Assets (2)	24,575	30,134	3,335
Total Current Assets	5,332,238	5,261,684	4,747,254
Land Held for Dev. & Resale (3)	1,968,357	1,968,357	2,182,234
Buildings & Improvements	7,281,719	7,281,719	7,248,621
Furniture, Fixtures & Equipment	35,949	35,949	46,599
Total Property, Plant & Equip.	9,286,025	9,286,025	9,477,454
Less Accumulated Depreciation	(2,660,512)	(2,644,400)	(2,542,265)
Net Property, Plant & Equip.	6,625,513	6,641,625	6,935,189
Lease Receivable GASB - Noncurrent Portion	1,930,390	1,930,390	1,930,390
Loans Receivable - Noncurrent Portion (Net of \$170,238 Allow for Bad Debt)	587,080	666,001	777,143
Equity Investment in Genesee Agri-Business, LLC (4)	2,562,240	2,562,240	2,562,240
Equity Investment in STAMP Sewer Works, Inc. (5)	250,000	250,000	250,000
Equity Investment in STAMP Water Works, Inc. (6)	25,000	25,000	25,000
Other Assets	5,354,710	5,433,631	5,544,773
Total Assets	17,312,461	17,336,940	17,227,216
LIABILITIES:			
Accounts Payable (7)	64,013	31,751	58,627
Unearned Revenue	1,040	40,459	500
Security Deposits	109,944	109,944	109,944
Loans Payable - Current Portion	92,471	92,163	90,041
Bonds Payable - Current Portion (3)	160,704	160,330	156,909
Total Current Liabilities	428,172	434,647	416,021
Loans Payable - Noncurrent Portion	1,779,905	1,787,753	2,001,898
Bonds Payable - Noncurrent Portion	2,061,643	2,076,462	2,179,828
Total Noncurrent Liabilities	3,841,548	3,864,215	4,181,726
Total Liabilities	4,269,720	4,298,862	4,597,747
DEFERRED INFLOW OF RESOURCES			
Deferred Inflow - Leases	2,373,512	2,373,512	2,373,512
Total Deferred Inflow of Resources	2,373,512	2,373,512	2,373,512
EQUITY	\$ 10,669,229	\$ 10,664,566	\$ 10,255,957

Significant Events:

1. Cash Restricted - YTD Increase due to the receipt of the Plug Power Host Benefit payment.
2. Other Current Assets - Prepaid General Liability, Umbrella, D&O and Cyber insurance.
3. Land Held for Dev. & Resale & Bonds Payable Noncurrent Portion - YTD proceeds from the MedTech Landing land sale at MedTech Park were applied to the USDA Bond.
4. Equity Investment in Genesee Agri-Business, LLC - Ties to corresponding GAB, LLC financial statements.
5. Equity Investment in STAMP Sewer Works, Inc. - Distributions to this entity to cover start up costs and legal fees.
6. Equity Investment in STAMP Water Works, Inc. - Distributions to this entity to cover start up costs.
7. Accounts Payable - Grant for continuing Economic Development Program support, MedTech Centre Property Mgmt, etc.

(A) Restricted = DL Community Benefit Agreement (CBA) Funds, Plug Power Host Community Investment Funds, Security Deposits, USDA Debt Sinking Fund.

(B) Reserved = OCR loan repayments, Strategic Investment Funds, Economic Development Loan Funds, Batavia Metropolitan Area Redevelopment Loan Funds, Grant Funds.

Genesee Gateway Local Development Corp.
Dashboard - August 2024
Profit & Loss - Accrual Basis

	Month to Date		YTD		2024	2024
	8/31/24	8/31/23	2024	2023	Board Approved Budget	YTD % of Budget
Operating Revenues:						
Grants (1)	\$ -	\$ 50,000	\$ 952,228	\$ 1,413,297	\$ 1,822,876	52%
Interest Income on Loans	3,504	3,756	28,854	21,787	39,477	73%
Rent	62,440	62,707	500,327	501,968	767,488	65%
Common Area Fees - Parks	-	-	3,030	500	500	606%
Fees	-	-	-	4,250	-	N/A
Other Revenue	122	63	10,796	375	-	N/A
Land Sale Proceeds	-	-	200,000	-	-	N/A
Total Operating Revenues	66,066	116,526	1,695,235	1,942,177	2,630,341	
Operating Expenses:						
Operations & Maintenance	14,415	17,374	128,687	124,070	345,024	37%
Professional Services	7,262	7,262	71,361	73,956	137,168	52%
Econ. Dev. Prog. Support Grant	25,000	25,000	200,000	200,000	300,000	67%
Site Development Expense (2)	-	-	485,753	-	578,883	84%
Cost of Sales	-	-	254,423	-	-	N/A
Grant Expense	-	-	2,000	678,069	869,648	0%
Real Estate Dev. (Capitalized)	-	-	-	-	20,000	0%
Buildings/Furniture/Equip. (Capitalized) (3)	-	-	33,098	-	50,000	66%
Balance Sheet Absorption	-	-	(33,098)	-	(70,000)	47%
Depreciation	16,112	16,176	128,897	129,401	193,385	67%
Total Operating Expenses	62,789	65,812	1,271,121	1,205,496	2,424,108	
Operating Revenue (Expense)	3,277	50,714	424,114	736,681	206,233	
Non-Operating Revenues (Expenses):						
Other Interest Income (4)	13,286	12,286	86,221	47,172	62,500	138%
Interest Expense	(11,900)	(13,068)	(97,063)	(102,481)	(144,639)	67%
Total Non-Operating Exp.	1,386	(782)	(10,842)	(55,309)	(82,139)	
Change in Net Assets	4,663	49,932	413,272	681,372	\$ 124,094	
Net Assets - Beginning	10,664,566	10,038,760	10,255,957	9,407,320		
Net Assets - Ending	\$ 10,669,229	\$ 10,088,692	\$ 10,669,229	\$ 10,088,692		

Significant Events:

- Grant Revenue - YTD includes Plug Power Host Community Investment Agreement; ESL Federal Credit Union pass-through grant to BEA supporting Young Dexter STEAM Camp (\$2K); Workforce Dev/Ec Dev Program Support Grants from Oak Orchard Solar and AES Rt 5 Storage LLC (\$50K).
- Site Development Expense YTD - Payment made to the Town of Pembroke per the 2019 Sewer Supply Agreement supporting construction costs of the Corfu wastewater treatment facility expansion.
- Buildings / Furniture / Equipment YTD - MedTech Centre building light fixture upgrades to LED.
- Other Interest Income - Interest rates have increased substantially; invested funds into CDs for additional interest.

Genesee Gateway Local Development Corp.
August 2024 Dashboard
Statement of Cash Flows

	August 2024	YTD
CASH PROVIDED BY OPERATING ACTIVITIES:		
Grant Income	\$ -	\$ 952,228
Interest Income on Loans	3,504	28,354
Rental Income	23,204	503,737
Common Area Fees - Parks	-	3,030
Other Revenue	122	11,149
Net Land Sale Proceeds	-	200,000
Operations & Maintenance	(8,856)	(156,203)
Professional Services	-	(59,235)
Economic Development Program Support Grant	-	(150,000)
Site Development Expense	-	(485,753)
Cost of Land Sales	-	(40,546)
Grant Expense	-	(6,000)
Repayment of Loans	5,143	326,443
Net Cash Provided By Operating Activities	23,117	1,127,204
CASH FLOWS USED BY CAPITAL & RELATED FINANCING ACTIVITIES:		
Principal Payments on Bonds & Loans	(21,985)	(333,953)
Interest Paid on Bonds & Loans	(11,900)	(97,063)
Purchase/Improvements of Buildings/Furniture/Equipment	-	(79,598)
Net Cash Used By Capital & Related Financing Activities	(33,885)	(510,614)
CASH FLOWS PROVIDED BY INVESTING ACTIVITIES:		
Interest Income	13,286	90,060
Net Cash Provided By Investing Activities	13,286	90,060
Net Change in Cash	2,518	706,650
Cash - Beginning of Period	4,328,860	3,624,728
Cash - End of Period	\$ 4,331,378	\$ 4,331,378
RECONCILIATION OF OPERATING REVENUE TO NET CASH PROVIDED BY OPERATING ACTIVITIES:		
Operating Revenue	\$ 3,277	\$ 424,114
Adjustments:		
Depreciation Expense	16,112	128,897
Decrease in Land Held For Dev. & Resale	-	213,877
Decrease in Accounts Receivable	183	2,687
Decrease (Increase) in Other Current Assets	5,559	(21,240)
Decrease in Loans Receivable	5,143	326,443
Increase in Operating Accounts Payable	32,262	51,886
Increase (Decrease) in Unearned Revenue	(39,419)	540
Total Adjustments	19,840	703,090
Net Cash Provided By Operating Activities	\$ 23,117	\$ 1,127,204

Genesee Gateway Local Development Corp.

Dashboard - August 2024

Balance Sheet - Accrual Basis

	GGLDC	GABLLC		COMBINED	
	<u>8/31/24</u>	<u>8/31/24</u>	<u>Eliminations</u>	<u>8/31/24</u>	<u>Per Audit</u>
					<u>12/31/2023</u>
ASSETS:					
Cash - Unrestricted	\$ 730,273	\$ -	\$ -	\$ 730,273	\$ 3,399,008
Cash - Restricted (A)	2,026,072	-	-	2,026,072	1,582,013
Cash - Reserved (B)	1,575,033	2,852,598	-	4,427,631	1,336,281
Cash - Subtotal	<u>4,331,378</u>	<u>2,852,598</u>	<u>-</u>	<u>7,183,976</u>	<u>6,317,302</u>
Accts Receivable - Current	8,633	-	-	8,633	15,520
Interest Receivable - Current	-	-	-	-	8,246
Lease Receivable GASB - Current	522,953	13,946	-	536,899	536,899
Loans Receivable - Current	444,699	-	-	444,699	581,079
Other Current Assets	24,575	-	-	24,575	3,335
Total Current Assets	<u>5,332,238</u>	<u>2,866,544</u>	<u>-</u>	<u>8,198,782</u>	<u>7,462,381</u>
Land & Improvements	1,968,357	1,339,730	-	3,308,087	3,521,964
Buildings & Improvements	7,281,719	-	-	7,281,719	7,248,621
Furniture, Fixtures & Equipment	35,949	-	-	35,949	46,599
Total Property, Plant & Equip.	<u>9,286,025</u>	<u>1,339,730</u>	<u>-</u>	<u>10,625,755</u>	<u>10,817,184</u>
Less Accumulated Depreciation	<u>(2,660,512)</u>	<u>-</u>	<u>-</u>	<u>(2,660,512)</u>	<u>(2,542,265)</u>
Net Property, Plant & Equip.	<u>6,625,513</u>	<u>1,339,730</u>	<u>-</u>	<u>7,965,243</u>	<u>8,274,919</u>
Lease Receivable GASB - Noncurrent	1,930,390	94,968	-	2,025,358	2,025,358
Loans Receivable - Noncurrent	587,080	-	-	587,080	777,143
Equity Investment in GAB, LLC	2,562,240	-	(2,562,240)	-	-
Equity Investment in STAMP Sewer Works, Inc.	250,000	-	-	250,000	250,000
Equity Investment in STAMP Water Works, Inc.	25,000	-	-	25,000	25,000
Other Assets	<u>5,354,710</u>	<u>94,968</u>	<u>(2,562,240)</u>	<u>2,887,438</u>	<u>3,077,501</u>
TOTAL ASSETS	<u>17,312,461</u>	<u>4,301,242</u>	<u>(2,562,240)</u>	<u>19,051,463</u>	<u>18,814,801</u>
LIABILITIES:					
Accounts Payable	64,013	-	-	64,013	58,627
Unearned Revenue	1,040	-	-	1,040	1,773
Customer Deposit (1)	-	40,000	-	40,000	20,000
Security Deposits	109,944	-	-	109,944	109,944
Loans Payable - Current Portion	92,471	-	-	92,471	90,041
Bonds Payable - Noncurrent Portion	160,704	-	-	160,704	156,909
Total Current Liabilities	<u>428,172</u>	<u>40,000</u>	<u>-</u>	<u>468,172</u>	<u>437,294</u>
Loans Payable - Noncurrent Portion	1,779,905	-	-	1,779,905	2,001,898
Bonds Payable - Noncurrent Portion	2,061,643	-	-	2,061,643	2,179,828
Total Noncurrent Liabilities	<u>3,841,548</u>	<u>-</u>	<u>-</u>	<u>3,841,548</u>	<u>4,181,726</u>
TOTAL LIABILITIES	<u>4,269,720</u>	<u>40,000</u>	<u>-</u>	<u>4,309,720</u>	<u>4,619,020</u>
DEFERRED INFLOW OF RESOURCES					
Deferred Inflow - Leases	2,373,512	108,914	-	2,482,426	2,482,426
Total Deferred Inflow of Resources	<u>2,373,512</u>	<u>108,914</u>	<u>-</u>	<u>2,482,426</u>	<u>2,482,426</u>
EQUITY	<u>\$ 10,669,229</u>	<u>\$ 4,152,328</u>	<u>\$ (2,562,240)</u>	<u>\$ 12,259,317</u>	<u>\$ 11,713,355</u>

(A) Restricted = DL Community Benefit Agreement (CBA) Funds, Plug Power Host Community Investment Funds, Security Deposits, USDA Debt Sinking Fund.
(B) Reserved = OCR loan repayments, Strategic Investment Funds, Economic Development Loan Funds, Batavia Metropolitan Area Redevelopment Loan Funds, Grant Funds.

Significant Events:

1. Customer Deposit YTD - CH4Biogas.

3a

9

**Genesee Gateway Local Development Corp.
Dashboard - August 2024
Profit & Loss - Accrual Basis**








	GGLDC		GABLLC		COMBINED	
	8/31/24	8/31/24	8/31/24	8/31/24	8/31/24	Combined YTD
<u>Operating Revenues:</u>						
Grants	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 952,228
Interest Income on Loans	3,504	-	-	-	3,504	28,854
Rent	62,440	1,299	-	-	63,739	552,668
Common Area Fees - Parks	-	-	-	-	-	12,274
Other Revenue ⁽¹⁾	122	-	-	-	122	30,796
Land Sale Proceeds	-	-	-	-	-	200,000
Total Operating Revenues	66,066	1,299	-	-	67,365	1,776,820
<u>Operating Expenses:</u>						
Operations & Maintenance	14,415	-	-	-	14,415	133,283
Professional Services	7,262	-	-	-	7,262	71,361
Econ. Dev. Program Support Grant	25,000	-	-	-	25,000	200,000
Site Development Expense	-	-	-	-	-	485,753
Cost of Sales	-	-	-	-	-	254,423
Grant Expense	-	-	-	-	-	2,000
Buildings/Furniture/Equip. (Capitalized)	-	-	-	-	-	33,098
Balance Sheet Absorption	-	-	-	-	-	(33,098)
Depreciation	16,112	-	-	-	16,112	128,897
Total Operating Expenses	62,789	-	-	-	62,789	1,275,717
Operating Revenue (Expense)	3,277	1,299	-	-	4,576	501,103
<u>Non-Operating Revenues (Expenses):</u>						
Other Interest Income	13,286	7,137	-	-	20,423	141,922
Interest Expense	(11,900)	-	-	-	(11,900)	(97,063)
Total Non-Operating Rev (Exp)	1,386	7,137	-	-	8,523	44,859
Change in Net Assets	4,663	8,436	-	-	13,099	545,962
Net Assets - Beginning	10,664,566	4,143,892	(2,562,240)	-	12,246,218	11,713,355
Net Assets - Ending	\$ 10,669,229	\$ 4,152,328	\$ (2,562,240)	\$ -	\$ 12,259,317	\$ 12,259,317

3a

10

2025 Budget Timeline

Genesee Gateway Local Development Corporation

-  Week of Sept 2 Planning Assumptions / Preliminary Inputs
-  Week of Sept 9 Budget Worksheet Inputs – CFO Review
-  Week of Sept 16 CEO Review of Draft Budget
-  Oct 1 @ 8:30am Audit & Finance Committee - Budget Workshop Meeting
-  Oct 29 @ 8:30am Audit & Finance Committee - Review & Recommendation
-  Oct 31 @ 3pm Board Review & Approval
-  By Nov 1 Budget to ABO/Post on GCEDC Web Site

GGLDC
2024 Workforce Development Fund

Sources	Approved	Updated	Actual	Comments
1/1/2024 Workforce Development Fund Reserve	\$100,461		\$100,461	
			\$1,534	Interest earned
			\$101,995	
Uses				
BEA Premier Membership	\$2,500		\$2,500	BEA to assist with Mechatronics planning and recruiting events and materials in k-12, annual fee
GLOW with your hands - MFG	\$2,500		\$2,500	Support the program
GLOW with your hands - Healthcare	\$2,500		\$2,500	Support the program
Cornell In High School Program	\$10,000		\$747	Cornell in High School program, grant ran out, seeking to have a one day session vs 3 days
Box Car Derby Events	\$9,000		\$4,000	Support current events and expansion
Tech Wars Event	\$500		\$500	GCC Tech War's for students 6-12th grade- Gold Sponsorship
Tech Wars Event - STEAM Jam	\$500		\$301	STEAM Jam for students 3-5th grade
Marketing & Communications	\$7,500		\$3,064	Support student focused communications (\$2687 spent plus \$1500 pending not included)
CNC Training Certificates	\$30,000		\$30,670	Assist High School Seniors and instructors in training from Best Center's new FANUC training certificates
Pre-Apprenticeship Bootcamp	\$10,000		\$0	SUNY GCC funding dollars completed, will seek other sources, but sponsorship needed for the program
Finger Lakes Youth Apprenticeship	\$2,500		\$2,500	Sponsorship to support the program
City of Batavia Police Night Out	\$250		\$250	City of Batavia Police Night Out
High School welding competition	\$500		\$500	Oakfield FFA program hosting a welding competition at GC Fairgrounds June 2024
STEM/Skilled Trades	\$10,000		\$5,406	Support programs, Batavia Tech Club (after school program) and other-BHS CNC
Total Uses	\$88,250		\$55,438	
Net	\$12,211		\$46,557	

Place holders if these programs do not get grants to cover

GGLDC
2025 Workforce Development Fund

Sources	Approved	Updated	Status	Comments
need update	\$46,557 \$20,000 \$66,557			Carryover from 2024 Additional Allocation
Uses				Comments
BEA Premier Membership	\$2,500			BEA to assist with Mechatronics planning and recruiting events and materials in k-12, annual fee
GLOW with your hands - MFG	\$2,500			Support the program
GLOW with your hands - Healthcare	\$2,500			Support the program
Box Car Derby Events	\$9,000			Support current events and expansion
Tech Wars Event	\$500			GCC Tech War's for students 6-12th grade- Gold Sponsorship
Tech Wars Event - STEAM Jam	\$500			STEAM Jam for students 9-5th grade
Marketing & Communications	\$7,500			Support student focused communications
CNC Training Certificates	\$5,000			Assist High School Seniors and instructors in training from Best Center's new FANUC training certificates
Pre-Apprenticeship Bootcamp	\$5,000			SUNY GCC funding dollars completed, will seek other sources, but sponsorship needed for the program
Finger Lakes Youth Apprenticeship	\$2,500			Sponsorship to support the program
City of Batavia Police Night Out	\$250			City of Batavia Police Night Out
High School welding competition	\$500			Oakfield FFA program hosting a welding competition at GC Fairgrounds June 2024
STEM/Skilled Trades	\$5,000			Support programs, Batavia Tech Club (after school program), GIRLS in STEM Conference
SAME	\$20,000			SAME - Summer Advanced Manufacturing Experience (SAME) - 9th and 10th grade
Total Uses	\$63,250		\$0	
Net	\$3,307			

Place holders if these programs do not get grants to cover

Snow and Ice removal contract for MedTech Centre

Discussion: The GGLDC had received a snow and ice removal contract from the Genesee County Highway Department for the sidewalks at the MedTech Centre. This is the same agreement we had with the County last year, but this is the first year that they have sent over a contract. The GGLDC will be invoiced monthly on a time/materials basis for work performed.

Fund commitment: Not to exceed \$5,000 from operational funds of MedTech Centre.

Board action request: Approval of Snow and Ice Removal Contract for \$5,000 with Genesee County.

09/10/24 - GCEDC

**JOINT AGREEMENT OF
SNOW & ICE REMOVAL
FACILITY PARKING LOTS
AND DRIVEWAYS**

This Agreement made this _____ day of _____ 2024, by and between the County of Genesee acting through the County Commissioner of Public Works of said County and the

_____ (“the Facility”) acting

through the _____ (the “Facility Manager”)

as follows:

WHEREAS, The County is willing to perform the work of snow and ice control upon such terms, rules and regulations as are contained herein and deemed by the County Commissioner of Public Works to be in the best interests of the people of Genesee County.

NOW, THEREFORE, in consideration of the mutual covenants and agreements between the parties hereto;

Witnessed:

The term of this agreement shall be for one year commencing November 15, 2024 and expiring November 14, 2025. At the expiration of each year of the term specified herein, as such term may be extended as herein provided, the Facility Manager shall notify the County Commissioner either that it requests, with the approval of the County Commissioner that the term of the Agreement be extended for one year, or that it intends not to extend the Agreement, in which case, the Agreement shall expire at the end of the one year term. If the Facility Manager fails to notify the County Commissioner as herein provided, it shall be deemed that the Facility intends not to extend the term of this Agreement.

The County shall provide all the labor, materials and equipment necessary for the control of snow and ice on parking lots and driveways as designated by the Facility Manager to the extent that the Facility Manager deems necessary to provide reasonable passage and movement of vehicles and pedestrians. Work shall include clearing of the pavement, applying granular or liquid de-icing agents and/or abrasive materials and pushing the snow as far as practicable to provide room for future storms and prevent drifting.

The Facility Manager shall furnish the County with a suitable map of such facility which shall delineate the boundaries of the area to be plowed and shall show distinctively the parking areas and driveways or parts thereof that are affected by this agreement. For each year of the term of the Agreement, or for any extended term thereof, the map shall be modified to show the changes, if any, to the parking areas and driveways affected by the Agreement. Any such modification to such map shall be agreed upon in writing by the County Commissioner and the Facility Manager.

In consideration of the performance of the County for control of snow and ice on facility parking lots and driveways, the Facility Manager agrees to pay the County standard hourly rates for labor, benefits and equipment used during snow and ice control responses, including an overtime rate at

time and a half for work performed outside the routine County Department of Public Works schedule of 0700-1500, Monday through Friday.

The Facility Manager also agrees to pay the County an overhead rate of **\$21.33 per response hour**. Both parties agree that due to the instability of economic conditions, the overhead rate shall be based on a set percentage of portions of the County's approved Road Machinery Fund and County Road Fund budgets for the contract year. The determination of the overhead rate shall be made available to the Facility Manager upon his/her request.

To the extent permitted by law each party to this Agreement shall hold harmless, indemnify and defend with reasonable attorney fees the other party, their officers, directors, trustees, employees and agents from and against injury to any person, including death, or damage to property caused by the negligent acts or omissions of the indemnifying party, its employees or agents. If it is determined that both parties contributed to the injury or damage each party shall be responsible for its comparative negligence in causing the injury or damage. Each party will add the other as an Additional Insured on their Commercial General Liability coverage or Self-Insured Liability program.

This Agreement shall bind the successors assigned and any representatives of the parties hereto.

IN WITNESS WHEREOF, this Agreement has been executed by the County acting by and through the County Commissioner of the Department of Public Works; and the Facility acting by and through the Facility Manager; on the day and year first above written.

COUNTY COMMISSIONER OF
PUBLIC WORKS

FACILITY MANAGER

Approval of increase in not to exceed amount for HVAC system work

Discussion: In March the GGLDC approved the following:

1) maintenance contract with Triton for the HVAC system in the amount of \$4,950, as well as 2) service calls and maintenance work that is not to exceed an additional \$15,000. Over the course of the year there have been various service and maintenance calls related to the HVAC units. We are approaching the previously approved not to exceed amount and are looking for an increase to cover potential service calls through the end of the year.

Fund Commitment: Increasing the not to exceed amount from \$15,000 to \$20,000, a \$5,000 increase.

Board Action Request: Approval of increasing the not to exceed amount from \$15,000 to \$20,000, for an increase of \$5,000.

Approval of increase in not to exceed amount for electrical repair work at the MedTech Centre

Discussion: In June the GGLDC approved a contract with Gilligan Electric to troubleshoot the issues with the parking lot lights at a not to exceed \$4,000. We have had a few miscellaneous repair issues at the facility that have required electrical work. We are seeking to increase the not to exceed amount to cover potential costs through the end of the year.

Fund Commitment: Increasing the not to exceed amount from \$4,000 to \$14,000, a \$10,000 increase.

Board Action Request: Approval of increasing the not to exceed amount from \$4,000 to \$14,000, for an increase of \$10,000.

GGLDC
Board Meeting
Mark Masse and Chris Suozzi
October 3, 2024

Discussion:

First Wave lease will be expiring with GGLDC at the end of October 2024 at the Med Tech facility. There will be approximately 4000 sq ft of space available.

Action Request:

Staff would like to list the space with Pyramid Brokerage, as we have had success with them in the past at Med Tech Centre and recently at Apple Tree.

The basic terms are 6% Commission rate, 1 year exclusive listing term.

We are working on the lease agreement with them and Harris Beach and would like the board to approve the listing agreement subject to counsel final review.