



**GGLDC Board Meeting
Thursday, October 3, 2024**

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

GGLDC MINUTES

Attendance

Board Members: M. Brooks, P. Battaglia, G. Torrey, D. Cunningham, M. Clattenburg
Staff: L. Farrell, M. Masse, L. Casey, E. Finch, J. Krencik, C. Suozzi (Video Conference)
Guests: K. Manne (GCEDC Board Member), M. Gray (GCEDC Board Member), C. Kemp (GCEDC Board Member), R. Gaenzle (Harris Beach), S. Maier (Harris Beach), M. Fitzgerald (Phillips Lytle), M. Petinella (Daily News), J. Panza (Lechase Construction), C. Malcomb (Hodgson Russ), T. Wasko (Project Rampart), L. Mckenzie (Project Rampart), M. Landers (Genesee County Manager), R. Ball (Empire State Development)
Absent: C. Yunker, P. Zelif, S. Noble-Moag, J. Tretter

1.0 Call to Order

J. Tretter called the meeting to order at 4:54 p.m. in the Innovation Zone.

2.0 Chairman's Report and Activities

2.1 Upcoming Meetings:

Next Scheduled Board Meeting: Thursday, October 31st at 3:00 p.m.

Audit & Finance Committee Meeting: Tuesday, October 29th at 8:30 a.m.

2.2 Agenda Additions/ Deletions/ Other Business –

2.3 Minutes: September 5, 2024 -

G. Torrey made a motion to approve the September 5, 2024, minutes as presented; the motion was seconded by M. Brooks. Roll call resulted as follows:

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

The item was approved as presented.

3.0 Report of Management

3.1 Batavia Solar Authorizing Resolution - Batavia Solar/YSG Community Solar LLC has requested that the ground lease be amended to account for the change in the legal description of the land.

Resolution No. 10/2024 - 01

RESOLUTION OF THE GENESEE GATEWAY LOCAL DEVELOPMENT CORPORATION
AUTHORIZING THE AMENDMENT OF THE GROUND LEASE TOGETHER WITH OTHER
RELATED DOCUMENTS BY MODIFYING THE LEGAL DESCRIPTION CONSTITUTING
THE PREMISES, AND TO EXECUTE AND DELIVER RELATED DOCUMENTS.

P. Battaglia made a motion to approve Authorizing Resolution 10/2024-01 as presented; the motion was seconded by M. Brooks. Roll call resulted as follows:

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

The item was approved as presented.

4.0 Audit & Finance Committee – D. Cunningham

4.1 August 2024 Financial Statements – L. Farrell reviewed the August 2024 financial statements.

- There are no significant changes to the balance sheet when compared to July balances.
- There is mostly normal monthly activity.
- Accounts payable increased due to the monthly accruals for the Economic Development Program Support Grant and MedTech Centre Property Management Fee that are due to the GCEDC quarterly.
- Most of the activity is in the MedTech Centre Fund and is at about 66-67% of budget for most line items, which is where we would anticipate being at this time.

The financial statements were recommended for approval by the Committee.

M. Brooks made a motion to approve the August 2024 Financial Statements as presented; the motion was seconded by P. Battaglia. Roll call resulted as follows:

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

The item was approved as presented.

4.2 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.

4.3 Snow and Ice Removal with the County – 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.

This was recommended for approval by the committee.

M. Brooks made a motion to approve the Snow and Ice Removal Contract with the County not to exceed \$5,000 as presented; the motion was seconded by G. Torrey. Roll call resulted as follows:

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

The item was approved as presented.

4.4 Increase for HVAC – 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.

This was recommended for approval by the committee.

M. Brooks made a motion to approve an increase in the not to exceed amount for Triton from \$15,000 to \$20,000, for an increase of \$5,000 as presented; the motion was seconded by M. Clattenburg. Roll call resulted as follows:

M. Brooks -	Yes	J. Tretter -	Absent
-------------	-----	--------------	--------

D. Cunningham -	Yes	P. Battaglia -	Yes
M. Clattenburg -	Yes	C. Yunker -	Absent
G. Torrey -	Yes	P. Zeliff -	Absent
S. Noble-Moag -	Absent		

The item was approved as presented.

4.5 Increase for Electrical Repairs at MedTech Centre – 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.

This was recommended for approval by the committee.

M. Brooks made a motion to approve an increase in the not to exceed amount for Gilligan Electric from \$4,000 to \$14,000, for an increase of \$10,000 as presented; the motion was seconded by P. Battaglia. Roll call resulted as follows:

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

The item was approved as presented.

4.6 Executive Real Estate Agreement for Listing MedTech – 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.

The lease agreement was drafted by Harris Beach and staff would like the board to approve the listing agreement.

This was recommended for approval by the committee.

M. Brooks made a motion to approve the Executive Real Estate Agreement with Pyramid Brokerage as presented; the motion was seconded by P. Battaglia. Roll call resulted as follows:

M. Brooks -	Yes	J. Tretter -	Absent
-------------	-----	--------------	--------

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

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, M. Brooks made a motion to adjourn at 5:45 p.m., which was seconded by G. Torrey and passed unanimously.