



MINUTES

**Board Members present:**

Kevin Clark, Chairman  
Ken Rohr, Vice-Chairman  
Donna Yawman, Secretary/Treasurer  
Robert Genthner

**Excused:**

Joe Kosiorek

**Staff present:**

Kal Wysokowski, Exec. Director  
Monika Salvage, Exec. Assistant

**Others present:**

Lucien Morin II, Counsel

**I. Call to Order**

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

**II. Public Comment Period – No comments.**

**III. Approval of Minutes**

A MOTION to approve the minutes of the January 15 meeting was made by Ken Rohr, seconded by Donna Yawman, and passed unanimously.

A MOTION to approve the minutes of the February 17 meeting was made by Robert Genthner, seconded by Donna Yawman, and passed. Ken Rohr abstained from the vote.

A MOTION to approve the minutes of the March 10 special meeting was made by Ken Rohr, seconded by Donna Yawman, and passed. Robert Genthner abstained from the vote.

**IV. Financial Reports**

- a. Resolution 2016-03 authorizing payment of bills was reviewed.

A MOTION to authorize payment of bills was made by Ken Rohr, seconded by Donna Yawman, and passed unanimously.

- b. Reconciliation Report was reviewed and accepted.

- c. Loan Status Report was reviewed.

- d. Investment Report

Kal Wysokowski shared with the Board that \$249,111 of investments were sold and deposited in a new Fairport Urban Renewal Agency (URA) checking account. An additional \$94,045 was deposited in the same URA account. Both transfers serve the payment of the \$343,157 note as approved at the February 17 meeting.

**V. Old Business**

- a. High View Senior Living LLC – PILOT Agreement/Leaseback, Request for Easement

A draft PILOT agreement will be shared with the Board to review. Counsel will work with the developer's attorney to finalize the document.

A MOTION to approve a permanent storm water easement for High View Senior Living LLC and the Fairport/Perinton Senior Living Council, Inc. was made by Donna Yawman, seconded by Robert Genthner, and passed unanimously.

b. OSC Audit – Corrective Action Plan

The Office of the State Comptroller has not yet released the final audit report. The Agency's corrective action plan has been finalized and all issues noted in the draft audit report have since been resolved. Chairman Clark will be the spokesperson for potential media inquiries.

**VI. New Business**

a. Access Easement over IDA Parcel (Former Conrail Land) to North Main Street for 33 and 28-34 Water Street Properties

The Department of Transportation has closed the bridge on Water Street and thereby closed off the access to North Main Street for the above-mentioned property owners. While this is a village issue, an easement over IDA land has been discussed. The Board is taking no action at this point.

b. IDA Reform Act – Best Practices of Standardized Procedures

Monika Salvage updated the Board on the legislation mandating standardized procedures for IDAs. She participated in a best practice webinar provided by the NYS Economic Development Council. The Agency has already implemented most of the mandates regarding application form, project evaluation criteria, recapture and reevaluation in October 2015. Other adjustment will be made over the next couple months. The legislation will take effect June 15, 2016.

c. Consolidated Funding Application – Round VI Grant Funding

Kal Wysokowski reminded the Board that there would be another round of funding later in the spring. No announcements have been made yet regarding an application timeline.

The Board thanked Kal Wysokowski for her 15 years of service in the Village of Fairport and is most appreciative of her superior performance and her tireless efforts to advance the development of this community. The Board wishes her the best of luck in her new endeavors.

Kevin Clark reported that the search for a new Executive Director has commenced. For the interim, the Board named Monika Salvage the point person for Agency inquiries.

**VII. Adjourn**

A MOTION to adjourn at 5:32 pm was made by Ken Rohr, seconded by Robert Genthner, unanimous.

*The next regular meeting is scheduled for April 18, 2016.*