



Industrial Development Agency
Board of Directors Meeting
April 17, 2017

MINUTES

Staff present:

Martha Malone, Executive Director
Monika Salvage, Executive Assistant

Others present:

Edmund J. Russell III, Counsel

Board Members present:

Kevin Clark, Chairman
Donna Yawman, Secretary/Treasurer
Joe Kosiorek
Robert Genthner

Excused:

Ken Rohr, Vice-Chairman

I. Call to Order

The regular meeting of the Fairport IDA Board of Directors was called to order by Chairman Kevin Clark at 4:32 pm. A quorum of Board members was present.

II. Public Comment Period – No comment.

III. Approval of Minutes

A MOTION to approve the minutes of the March 20, 2017 meeting was made by Robert Genthner, seconded by Donna Yawman, passed.

IV. Financial Reports

- a. Resolution 2017-04 – Authorizing Payment of Bills was reviewed.
A MOTION to authorize payment of bills was made by Donna Yawman, seconded by Robert Genthner, and passed unanimously.
- b. Financial Statements were reviewed and accepted. The Executive Director introduced a budget and year-to-date comparison, which will be presented to the Board quarterly in the future.
- c. Investment Report was reviewed and accepted.
- d. Loan Status Report was reviewed and accepted.

V. Old Business

- a. North Main Street Parking Lot – Update
The Board reviewed updated plans and discussed the timeline for the bidding process. The project will be put out to bid in accordance with the Agency's Procurement Policy. The Board anticipates awarding the bid at the next board meeting on May 15, 2017, with work to begin not before June 5, 2017, the Monday following Canal Days.

VI. Old Business

- a. Approval of Legal Services Contract
The Board reviewed the legal services contract with Underberg & Kessler, LLP. A MOTION to authorize the Executive Director to sign the legal services contract as presented was made by Donna Yawman, seconded by Joe Kosiorek, and passed unanimously.
- b. High View Senior Housing – Request for Sales Tax Extension
The current sales tax agreement expires May 6, 2017. Since the project is not yet completed, Morgan Management requested an extension until December 31, 2017. A MOTION to grant the sales tax extension was made by Robert Genthner, seconded by Donna Yawman, unanimously.

Joe Kosiorek left the meeting at 5:27 pm.

VII. Adjourn

A MOTION to adjourn at 5:34 pm was made by Robert Genthner, seconded by Donna Yawman, and passed unanimously.

A special planning meeting is scheduled for April 24, 2017.

The next regular meeting is scheduled for May 15, 2017.