



Industrial Development Agency
Board of Directors Meeting
July 17, 2017

MINUTES

Board Members present:

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

Excused:

Joe Kosiorek

Staff present:

Martha Malone, Executive Director
Delaine George, Exec. Admin. Asst

Others present:

Ella Krzanowicz, 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. A quorum of Board members was present.

II. Public Comment Period – No comments.

III. Approval of Minutes

A MOTION to approve the minutes of the June 19, 2017 meeting was made by Donna Yawman, seconded by Ken Rohr, passed. Robert Genthner abstained.

IV. Financial Reports

- a. Resolution 2017-07 – 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. Financial Statements were reviewed and accepted. Executive Director Malone reviewed progress on the North Main parking lot, with anticipated payment in August. As such, CD and Investment maturities have been reviewed to provide adequate liquidity.
- c. Investment Report was reviewed and accepted. Chair Clark requested additional information on the decline in market value since the prior month. Executive Director Malone will be following up with Tompkins and will provide further information to the Board.
- d. Loan Status Report was reviewed and accepted.

V. Old Business

- a. North Main Street Parking Lot
Executive Director Malone met with the engineers and reported that tree and hill removal had begun, and the equipment is in place for milling and resurfacing at the site.

VI. New Business

- a. Governance Committee Report
Procurement Policy – Donna Yawman reported the committee had met on July 6, 2017 and recommended approving the Procurement Policy. Revisions include recommendations of Counsel and incorporate recent Authorities Budget Office Policy Guidance. A Motion was made to approve the changes to the Procurement Policy by Donna Yawman, seconded by Robert Genthner, and passed unanimously.
- b. Audit Committee Report
IDA 2017/2018 Budget – Ken Rohr reported the committee met on July 10, 2017, reviewed the budget presented and recommended an increase in community support for a more comprehensive Main Street Study.

He noted that investment income will decline based on the use of funds toward the various projects. A Motion was made to approve the 2017/2018 budget as submitted by Robert Genthner, seconded by Donna Yawman, and passed unanimously.

- c. Thomas Creek/Village License – A Motion was made by Donna Yawman, seconded by Robert Genthner to approve the License with the Village of Fairport for maintenance of the Thomas Creek site, and passed unanimously.
- d. High View Senior Housing – Executive Director Malone recommended tabling the request for modification pending receipt of additional information. A Motion was made by Donna Yawman, seconded by Ken Rohr to Table the modification and passed unanimously.
- e. West Ave Mixed-Use/Canal Improvements – Discussion. Executive Director Malone met with the developer Joel Barrett, whose plans include the phone company building converted to a single-family home, developing a pedestrian walkway connecting Kenelley Park and include floating docks on the canal. Also, she mentioned that the existing utility lines would be buried at his expense.

VII. Adjourn

A MOTION to adjourn at 5:20 pm was made by Donna Yawman, seconded by Ken Rohr, and passed unanimously.

The next regular meeting is scheduled for August 21, 2017.