



## INDUSTRIAL DEVELOPMENT AGENCY

**Meeting Minutes**  
**Monday, January 28, 2019 Meeting**  
 Economic Development Conference Room  
 20 Ontario St  
 Canandaigua, NY 14424

<b>Members Present</b>	<b>Members Excused</b>
Laura Pedersen, Secretary	Mike Davis, Chairman
Supervisor Jeff Gallahan	Don Culeton
Kelly Mittiga	
Lewis Zulick, Treasurer	<b>Guests Present</b>
	Peter Draveck, Cover Wallet
<b>Staff Present</b>	
Mike Manikowski, Exec. Dir.	
Michael Wojcik, CFO	<b>Contract Staff</b>
Suzanne Vary, Staff	Barry Carrigan, Nixon Peabody
Jessica Kazmark, Staff	
Brigitte Larson, Staff	
Bob Mincer, Staff	

**CALL TO ORDER:** Laura Pedersen called the meeting to order at 5:02 p.m. A quorum was present.

Introductions were made of all present Board members and Staff.

**NEW BUSINESS:**

**Cover Wallet:**

Sue Vary introduced Peter Draveck, Senior Vice President of Finance at Cover Wallet. Cover Wallet is a technology company and online insurance broker specializing in small business and commercial insurance. The Company is looking to move into Lehigh Crossing in Victor and asking the OCIDA for a ten year sales tax exemption on IT and communications-related equipment. Peter stated that Cover Wallet was co-founded by Inaki Berenguer and Rashmi Melgiri, both MIT graduates. Customers are able to obtain insurance online through an easy and quick process by answering questions about the needed coverage. There is also the option to finance premiums, if necessary. For more complicated insurance or related questions, there is a customer service and call center that will be contacted if a customer is unable to complete the online portion. Peter showed the Board a video to demonstrate how easy the online process is, and show that it can be completed within minutes. The website also allows the customer to print

proof of insurance. Cover Wallet started in the summer of 2015 with 3 people in New York and another 3 people in Spain. Rochester was opened in October of 2017 with 3 people and currently employs 83 at that location. Sue Vary asked Peter to tell the Board about the jobs that would be coming to Victor. Peter stated there will be sales positions and two levels of service employees, anticipating an additional 20 jobs per year. Peter also explained that there are potential bonuses for employees. Supervisor Jeff Gallahan asked how much of the goods are planned to be purchased in Ontario County. Peter explained that a lot of their tech purchases are done through Amazon, and that the Company has used Best Buy in the past. Peter also stated that the office furniture is purchased from Monroe County.

*Kelly Mittiga made a motion to approve a public hearing with regard to Cover Wallet's request of a ten year sales tax exemption on IT related and communications equipment. Lew Zulick seconded the motion. Unanimously approved. Motion carried.*

Peter Draveck exited the OCIDA meeting at 5:30 p.m.

### **OLD BUSINESS:**

#### **Airport Update:**

Bob Mincer stated that the Town of Canandaigua Planning Board asked for a site plan of the airport. The Planning Board has also expressed interest in a trail system around the airport and was very receptive to plans for the airport. A new broom was acquired for the Airport. Bob stated that it would have cost around \$60k brand new but was able to work out a trade with the Town of York. A snow machine was also purchased. Bob explained that security cameras were installed and will eventually be accessible online for patrons to see the current conditions. The only current issue is bandwidth and image clarity. Bob went over the "snow events" at the airport this season, also stating that there is a "Snow Control Plan" in place that he would like to present to the Airport Committee next month. The plan will go over how and when snow is removed, including which areas at the airport are high priority. Bob also upgraded the Automated Weather Station (AWOS) computer at the airport, which displays online to include many statistics for the current weather conditions. Bob stated that he has been working with a consultant, Amy Malpass, to develop the KIUA website. There will be emphasis on tourism and travel. Bob also stated that the URL [www.flycanandaigua.com](http://www.flycanandaigua.com) is now owned by the OCIDA. Bob shared a success story with the Board, explaining that a new charter company out of California was flying out of Dallas, and chose to land at KIUA because of the availability of the deicing equipment. Bob would like to attend the AAAE Airport Conference in March. The conference will be in Hershey, PA.

*Lew Zulick made a motion to approve Bob's attendance to the AAAE Airport Conference. Supervisor Jeff Gallahan seconded the motion. Unanimously approved. Motion carried.*

#### **2018 IDA Reform Legislation:**

Mike Manikowski explained that he and Sue attended the NYSEDC conference and that new reforms have been put in place by the Authorities Budget Office (ABO) as of December 5, 2018. These updates now require completed applications to be posted on the website, and job reporting is now required monthly. Barry Carrigan stated that the main document includes obligations and benefits, in addition to the PILOT agreement, which will be posted to the website. It was discussed that this is an unfunded mandate and that there will need to be some research done on whether or not website capacity will be an issue given the abundance of new information that must be posted.

With the new ABO regulations in mind, Mike Manikowski asked the Board if they would be comfortable with a “friendly audit” to make sure the proper reforms are demonstrated. The Board directed Staff to research and write an RFP if necessary.

#### **ADMINISTRATION:**

##### **December 17, 2018 Minutes:**

Laura Pedersen presented the December 17, 2018 Meeting Minutes for approval.

*Lew Zulick made a motion to approve the December 17, 2018 minutes as presented. Kelly Mittiga seconded the motion. Motion unanimously carried.*

##### **Invoices for payment:**

Michael Wojcik presented for approval, airport invoices for payment totaling \$80,796.28; Agency invoices totaling \$2078.83 and total invoices in the amount of \$82,875.11.

*Lew Zulick made the motion to approve the payments of the above referenced invoices. Supervisor Jeff Gallahan seconded the motion. Motion unanimously carried.*

##### **December Financial Statements:**

Michael Wojcik presented the financial statements for December 2018. Michael recommended to the Board to zero out the \$2.5 million showing on the financial statements. It was a fund to fund transaction and is not real assets.

*Lew Zulick moved to zero out the \$2.5 million that was discussed and to approve the financial statements as presented. Kelly Mittiga seconded the motion. Unanimously approved. Motion carried.*

##### **Agriculture Appreciation Banquet:**

Sue Vary explained that this is an annual event that will be hosted at Club 86 in Geneva on Friday, March 22<sup>nd</sup>.

*Jeff Gallahan made a motion to fund a table of 8 for \$300 for the Agriculture Appreciation Banquet. Lew Zulick seconded the motion. Unanimously approved. Motion carried.*

##### **Ag Workforce Development event:**

Sue Vary explained to the Board that this is an event that has been sponsored by the OCIDA in the past. This is an event where Finger Lakes Workforce Investment Board (FLWIB) encourages high school students to look into agricultural-related careers.

*Lew Zulick made a motion to sponsor four (4) buses in the total amount of \$1200. Supervisor Jeff Gallahan seconded the motion. Unanimously approved. Motion carried.*

##### **Annual Report:**

Mike Manikowski stated that the Authorities Budget Office (ABO) has established a deadline of March 31<sup>st</sup> for the Annual Report. Three firms were interviewed for marketing for the OCEDC, OCIDA and OCLDC earlier this month. Dixon Schwabl was selected by the interview team as the final choice. Dixon-Schwabl has provided the office with an estimate in the amount of \$12,588.75. The OCEDC has agreed to pay for half of the cost. It was discussed that the price has increased since last year and this is due to a more creative and infographic version.

*Lew Zulick made a motion to fund half the cost of the annual report, costing around \$6300. Kelly Mittiga seconded the motion. Unanimously approved. Motion carried.*

##### **New Board Member:**

Sue and Mike have been looking at candidates to represent the manufacturing sector, in place of Andy Molodetz. George B. Braddon, of Commodore Technology in East Bloomfield, has been selected to fill the vacancy. Brad, as he is known, will also represent the South Western part of the County.

*Supervisor Jeff Gallahan made a motion to approve Staff to move forward with the process of appointment of George B. Braddon to the OCIDA Board. Kelly Mittiga seconded the motion. Unanimously approved. Motion carried.*

**ADJOURNMENT:**

*Supervisor Jeff Gallahan made a motion to adjourn the IDA meeting at 6:39 p.m. Lew Zulick seconded the motion. Motion unanimously approved.*

Respectfully submitted,

*Brigitte Larson*