



ECONOMIC DEVELOPMENT CORPORATION

**FINANCE COMMITTEE**

**Meeting Minutes**

**Friday, August 3, 2018 – 8:00 a.m.**  
**20 Ontario St., Canandaigua, NY 14424**  
**Office of Economic Development’s Conference Room**

<b>Board Members Present</b>	<b>Staff/Others Present</b>
Karen Parkhurst, Chair	Michael Wojcik, CFO
Rob Sollenne, Vice Chair	Mike Manikowski, Executive Director
Walt Matyjas	Sue Vary, Economic Development Specialist
<b>Board Members Excused</b>	Brigitte Larson, Staff

**Call to Order:** Chairperson Parkhurst called the meeting to order at 8:01 am. A quorum was present.

**GENERAL BUSINESS:**

**Approval of June 8, 2018 Minutes:** *Walt Matyjas made a motion to approve the minutes of the June 8, 2018 meeting, seconded by Rob Sollene. Unanimously approved.*

**Redcom Laboratories Deferred Payment Loan Request:**

Redcom Laboratories is asking for a deferred payment loan to obtain two different manufacturing certifications. They are, ISO13485, which would allow the Company to compete in the medical market, and AS9100, which would allow the Company to compete in the military market, specifically aerospace. Redcom Laboratories asking for \$11,125.00 from the OCEDC and contributing the same amount themselves. There will be thirty (30) employees trained, twenty (20) of which will be new hires. *Rob Sollene made a motion to recommend approval to the OCEDC Board of the deferred payment loan of \$11,125.00. Walt Matyjas seconded the motion. Unanimously approved.*

**Clifton Springs Tops Market Deferred Payment Loan Request:**

Mike Manikowski gave some background on the request. Tops went through bankruptcy and hired an asset management firm called HilCo Global. The Tops in Clifton Springs has 45 employees and is in a vulnerable location with a large senior population as well as low income residents. It was discussed as to whether a grant or loan would be the best route. Mike further explained that the funding for the project would come from the County’s RLF. A grant in the amount of \$100,000.00 has been requested by the plaza owner.

*Walt Matyjas made a motion to recommend approval to the OCEDC Board of the deferred payment loan of \$100,000.00 with a term of five years, contingent on funds being used for rent subsidy, job retention of forty (40) jobs, and personal guarantee of the plaza owner with funds coming from a grant from the Ontario County Revolving Loan Fund. Rob Sollene seconded the motion. Unanimously approved.*

**Adjournment:** *Rob Sollene moved to adjourn at 8:59 am, seconded by Walt Matyjas.  
Unanimously approved.*

Respectfully submitted,  
*Brigitte Larson*

DRAFT