



Livingston County Economic Development
Livingston County Government Center
6 Court Street, Room 306
Geneseo, New York 14454

t: 585.243.7124 | f: 585.243.7126
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Approved by 

**MINUTES
LIVINGSTON COUNTY DEVELOPMENT CORPORATION
Friday, December 15, 2017**

**Livingston County Government Center, Room 205
Geneseo, NY 14454**

Members Attending: P. Brooks; G. Moore; S. Boscoe; R. Smith; E. Gott

Members Absent: P. Yendell; L. Lane

Staff Attending: W. Bacon; M. Wheeler; L. Wadsworth

Guests Attending: J. Coniglio, Esq.

Chairman Brooks welcomed members and guests and called the meeting to order at 9:47 AM.

APPROVAL OF MEETING MINUTES

A motion was made by Mr. Smith to approve the minutes of October 25, 2017, seconded by Mr. Boscoe. All in favor. Carried.

TREASURER'S REPORT

Mr. Bacon reviewed the Treasurer's Report.

A motion was made by Mr. Moore, seconded by Mr. Gott, to accept the Treasurer's Report for the period ending November 30, 2017. All in favor. Carried.

REVOLVING LOAN FUND

Review of Aging Report

Mr. Bacon reviewed the Loan Fund Aging Report.

A motion was made by Mr. Moore, seconded by Mr. Smith, to accept the Aging Report for the period ending November 30, 2017. All in favor. Carried.

A motion was made by Mr. Gott to write-off the loan for Carol Ellinwood. Seconded by Mr. Moore. Boscoe. All in favor. Carried.

Extend Commitment to Rising Storm Brewing Co.

Mr. Bacon requested approval to extend the loan commitment to Rising Storm Brewing Company to February 28, 2018.



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A motion was made by Mr. Moore to extend to the Loan Commitment to Rising Storm Brewing Company to February 28, 2018. Seconded by Mr. Boscoe. All in favor. Carried.

NEW BUSINESS

Authorization to Enter into Agreement with the Livingston County Industrial Development Agency

A motion was made by Mr. Smith to enter into an agreement with the Livingston County Industrial Development Agency for economic development services, subject to review by counsel, seconded by Mr. Gott. All in favor. Adopted.

Authorization to Enter into Agreement with Brennan Group Consulting

A motion was made by Mr. Gott, to enter into an agreement with the Brennan Consulting Group for consulting services, subject to review by counsel, seconded by Mr. Smith. All in favor. Adopted.

Authorization to Enter into Agreement with Birchwood Business Consulting

A motion was made by Mr. Boscoe to enter into agreement with Birchwood Business Consulting for loan underwriting services, subject to review by counsel, seconded by Mr. Gott. All in favor. Carried.

Authorization to Enter into Agreement with Livingston County

A motion was made by Mr. Moore to enter into agreement with Livingston County for Economic Development services, Contingent upon ratification by the Livingston County Board of Supervisors. Seconded by Mr. Boscoe. All in favor. Carried.

Acknowledgement of Agreement between Livingston County & GRE

Mr. Bacon explained that the Livingston County Board of Supervisors will ratify the agreement between Livingston County and GRE at the next Board of Supervisors meeting.

Discussion of 2018 Meeting Dates

Mr. Bacon presented the proposed 2018 meeting dates:

2018 Meeting Dates:

January 5, 2018 – Government Center, Room 205

February 2, 2018 – Government Center, Room 205



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March 2, 2018 – Government Center, Room 205

April 6, 2018 – Government Center, Room 205

May 4, 2018 – Government Center, Room 205

June 1, 2018 – Government Center, Room 205

July 6, 2018 – Government Center, Room 205

August 3, 2018 – Government Center, Room 205

September 7, 2018 – Government Center, Room 205

October 5, 2018 – Government Center, Room 205

November 2, 2017 – Government Center, Room 205

December 7, 2017 – Government Center, Room 205

A motion was made by Mr. Gott to accept the list of 2018 regular meeting dates. Seconded by Mr. Smith. All in favor. Carried.

OLD BUSINESS

Commercial District Analysis Update

Ms. Wheeler reported that Larisa Ortiz Associates visited each of the County's downtowns and held community meetings which all had great turnouts. Larisa Ortiz provided the agency with a Market Analysis on the County as a whole, as well as a Market Analysis for each of the County's nine villages. Larisa Ortiz will provide a presentation of this data via webinar on Monday, December 18th. Larisa Ortiz will then present this information at the Livingston County Board of Supervisors meeting on January 24, 2018. An evening conference will be held on February 6, 2018, at the Genesee River Hotel, where Larisa Ortiz will present these results to the community members and



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discuss recommendations and next steps for each community.

NYMS Update

Mr. Bacon reported that the projects for the Caledonia and Livonia NYMS Grant have all been completed, and all draws have been submitted for disbursement. Marketing will now begin for the NYMS grant that was just awarded for Avon and Leicester.

Restore NY Update

Ms. Wheeler advised that a total of four applications were submitted by yesterday's deadline.

Affirmation of Auditors

Mr. Bacon reported that per a unanimous Email vote by members, The Bonadio Group was chosen to be the Auditing Firm for the Agency.

A motion was made by Mr. Moore to enter into Agreement with The Bonadio Group for Audit services. Seconded by Mr. Gott. All in favor. Carried.

Mr. Bacon requested approval for the Bonadio Group to seek exemption of filing a 990 for the Agency.

A motion was made by Mr. Moore to approve the sending of an application of exemption from filing a 990, not to exceed \$1,000. Seconded by Mr. Gott. All in favor. Carried.

OTHER BUSINESS

Directors Comments

EXECUTIVE SESSION

A motion was made by Mr. Moore to enter into executive session under Public Officers Law; article 7 Open Meeting Law to discuss financials at 10:13 AM, seconded by Mr. Smith. All in favor. Carried. Members, staff and counsel remained.

REPORT OF EXECUTIVE SESSION

The Livingston County Development Corporation having met in executive session hereby reports as follows: the board took no action.

A motion was made by Mr. Moore to reallocate Rising Storm Brewing Company's \$35,000 in CDBG funds to Dublin Corners Farm Brewery. Seconded by Mr. Gott. All in favor.

Steve Boscoe Resignation- Mr. Bacon thanked Mr. Boscoe for his nearly nine years of service on the Board.

Peter Yendell Resignation – Although Mr. Yendell could not be in attendance, Mr. Bacon recognized his years of service on the board.



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ADJOURNMENT

With no further business to discuss, a motion was made by Mr. Gott to adjourn the meeting at 10:40 AM, seconded by Mr. Moore. All in favor. Carried.

Respectfully submitted,

A handwritten signature in cursive script that reads "Tessa Taylor".

Tessa Taylor
Senior Account Clerk/Typist