



COUNTY OF MONROE INDUSTRIAL DEVELOPMENT AGENCY

**AGENDA – AGENCY ANNUAL MEETING OF MARCH 15, 2011
EBENEZER WATTS CONFERENCE CENTER– 12:00 NOON**

1. Call meeting to order
2. Pledge of Allegiance
3. Public Comments
4. Annual Report
5. Loewke Brill Report

Applications:

**Mt. Read-Emerson Street Properties LLC (\$2,275,000 Lease/Leaseback with JobsPlus)
333 Colfax Street (\$400,000 - Monroe School Transportation)
Rochester, New York 14606**

**Tenant/Project Address: Monroe School Transportation
970 Emerson Street
Rochester, New York 14606**

Mt. Read-Emerson Street Properties proposes to construct a 9,380 square foot expansion to the existing 12,400 square foot facility at 970 Emerson Street in the City of Rochester. The facility is leased to Monroe School Transportation, Inc. (MST) a transportation company that provides charter, shuttle and bus rental services to schools and businesses. MST has outgrown the facility and needs additional bus maintenance, repair, office and drivers' areas. MST employs 25 FT and 332 PT and expects to create 29 new positions. The expansion cost is \$1,275,000. MST will be investing \$400,000 in the project as well. Mt. Read-Emerson will be applying for JobsPlus. The JobsPlus requirement is 19.

**PAETEC Realty LLC (Lease/Leaseback with Green JobPlus)
on behalf of an entity to be formed
600 Willowbrook Office Park
Fairport, NY 14450**

**Tenant/Project Address: PAETEC Communications, Inc.
233-257 East Main Street
Rochester, New York 14604**

PAETEC Realty LLC will be constructing a 3 ½ story facility of approximately 223,000 square feet on a 1.851 acre parcel to house PAETEC Communications new corporate headquarters. The \$60.3 million investment in downtown Rochester will be the cornerstone for the redevelopment of the Midtown area. PAETEC Communications, Inc. was started in 1998 providing integrated communication services in voice, data, and security services as well as providing expertise on related equipment and software. PAETEC will be applying for

GreenJobs Plus. They will initially move 700 of their 838 employees downtown and expect to create 70 new jobs over the next 3 years.

**S&S Realty of Rochester
900 John Street
West Henrietta, NY 14586**

**(\$2,474,903 (Lease/Leaseback with JobsPlus)
(\$55,560 – Lake Beverage Corp.)**

Tenant:

Lake Beverage Corp.

Lake Beverage Corp. is a family owned and operated wholesale distributor of beverages that has been in business since 1945. Lake Beverage Corp. is proposing to expand their existing 94,000 square foot warehouse with a 44,000 square foot addition. The addition will include an 8,000 square foot cooler and four additional docks. The \$2.4 million project will impact 27 existing employees and is projected to create 3 new FTE within three years. The applicant seeks approval of JobsPlus property tax abatement. The JobsPlus job creation requirement is 3 FTE.

**General Code LLC
72 Hinchey Road
Rochester, New York 14624**

(EquiPlus)

Project Address:

**789 Elmgrove Rd.
Rochester, New York 14624**

General Code, LLC (GC) was founded in Monroe County over 48 years ago. GC provides services for municipalities and educational institutions, with codification of ordinances and electronic data management systems, including email archiving. GC has more than 2,700 customers in 32 states and Canada. The company reached capacity at the existing facility and will be relocating to 20,237 square feet at the Rochester Tech Park. GC will be investing \$224,000 to equip the new location, including servers, computers, cabling and cubicles. GC currently employs 85 FTE and expects to create 3 new full-time positions. GC has been approved for the GreatRate program through Monroe County Industrial Development Corporation and is seeking approval of the EquiPlus program.

**Monroe Village
415 Park Avenue
Rochester, New York 14607**

(Lease/Leaseback – sales & mortgage tax only)

Tenant/Project Address:

**Tractor Supply Company
345 West Main Street
Honeoye Falls, NY 14472**

Monroe Village Associates, LLC proposed to construct a 19,000 square foot building on 3.7 acres in the Village of Honeoye Falls that will be leased to Tractor Supply Company (TSC). TSC is the largest farm and ranch store chain in the United States with over 1,000 locations in 44 states. TSC stores supply items designed to support a rural lifestyle, which include farm maintenance products, general equipment, lawn and garden products, animal care, apparel and automotive accessories. The \$1.8 million project is projected to create 11 new FTE within three years. The applicant seeks approval of sales and mortgage tax only. The Village of Honeoye Falls is supportive of the project and has provided a letter requesting the provision of incentives.

**TCS Industries, Inc.
12 Pixley Industrial Parkway
Rochester, New York 14624**

(EquiPlus)

Project Address:

**400 Trabold Road
Rochester, New York 14624**

TCS Industries, Inc. (TCS) was formed in 1992 with one employee. TCS is a full service contract manufacturer supplying precision sheet metal and machining services as well as aluminum dip blazing and electro mechanical assemblies. TCS has outgrown its leased facility (70,000 square feet) and has purchased a 120,000 square foot manufacturing facility at 400 Trabold Road. TCS will be upgrading the facility with \$115,000 in new HVAC equipment and \$385,000 in improvements including roof, parking lot, flooring. TCS currently employs 71 FTE and expects to create 4 FTE within the next two years. TCS has been approved for the GreatRebate program through Monroe County Industrial Development Corporation and is seeking approval of the EquiPlus program.

6. Approval of Minutes – Agency meeting February 15, 2011
7. Chair Mazzullo – Discussion Items
8. Executive Director Seil – Discussion Items
 - Officer Nominations
 - Theresa Mazzullo – Chair
 - Robert Hurlbut – Vice Chair
 - Hank Stuart - Secretary
 - Ann Burr – Treasurer
 - Steve Moore – Asst. Treasurer
 - Re-Adopt Governance Committee Charter
 - Reappoint Governance Committee
 - Hank Stuart - **Chair**
 - Robert Hurlbut
 - Theresa Mazzullo
 - Re-Adopt Audit Committee Charter-
 - Reappoint Audit Committee
 - Ann Burr – **Chair**
 - Rosalind Gerbracht
 - Stephen Moore
 - Re-Adopt PILOT Compliance Review Policy
 - Reappoint PILOT Review Committee
 - Robert Hurlbut - **Chair**
 - Theresa Mazzullo
 - Hank Stuart

- Re-Adopt Finance Committee Charter
 - Reappoint Finance Committee
 - Stephen Moore – **Chair**
 - Rosalind Gerbracht
 - Ann Burr

9. Governance Committee – Hank Stuart

- Approve/Re-adopt Bylaws & Policies
 1. Mission Statement and Performance Measures
 2. Bylaws
 3. Code of Ethics
Ethics Officer – **Steve Moore**
 4. Compensation, Reimbursement and Attendance Policy
 5. Defense and Indemnification Policy
 6. Policy for Tracking Inventory and Disposal of Assets
Contracting Officer – **Judy Seil**
 7. Extension of Credit
 8. Internal Controls and Financial Accountability
Internal Control Officer – **Steve Moore**
 9. Investment and Deposit Policy
 10. Procurement Policy
 11. Travel Policy
 12. Whistleblower Policy
 13. Public Comment Period Rules of Procedure
 14. Freedom of Information Law Policy
 15. Uniform Tax Exemption Policy

10. Legal Counsel Townsend Discussion Items

Miscellaneous

- Eagles Landing LLC – Building 2 - Partial PILOT – Tenant: Butler Till
- Carestream Health, Inc. /Mortgage Tax Exemption

Terminations

- 175 Sully's Trail - Mpower
- 171 Sully's Trail - Bonadio
- 179 Sully's Trail - AM&M Planning
- Medeva Project (new “company” is UCB Technologies lease/leaseback
755 Jefferson Road, Henrietta)
- Clearborn Associates/Catalyst Direct lease/leaseback – Canal Landing Blvd.,
Greece

11. Audit Review – Randy Shepard, Bonadio Group

Adjournment:

The next meeting of the Agency will be held on Tuesday, April 19, 2011.