



COUNTY OF MONROE INDUSTRIAL DEVELOPMENT AGENCY

**AGENDA – AGENCY ANNUAL MEETING OF MARCH 17, 2015
EBENEZER WATTS CONFERENCE CENTER– 12:00 NOON**

1. Call meeting to order
2. Pledge of Allegiance
3. Annual Report
4. Public Comments
5. Bonadio – Verified Exemptions
6. Loewke Brill Report

Applications:

**Atlantic Avenue Capital Partners LLC
90 Goodway Drive
Rochester, New York 14623**

(\$3,000,000 – Lease/Leaseback with JobsPlus Abatement
\$ 50,000 – Sales Tax Exemptions Only)

Tenant & Project Address:

**Three Heads Brewing Inc.
186 Atlantic Avenue
Rochester, New York 14609**

Atlantic Avenue Capital Partners LLC (AACP), a local real estate development company, is proposing the construction of a 20,000 square foot micro-brewery on 2 acres in the City of Rochester. The brewery will be leased to Three Heads Brewing Inc., a local craft brewer founded in 2011. The building will have facilities for craft brewing, bottling beer, shipping and receiving and a tasting room. The \$3,050,000 project will impact 4 FTEs and is projected to create 14 new FTEs over the next three years. The applicant is seeking approval of JobsPlus property tax abatement. The job creation requirement is 1 FTE. Tenant is seeking approval of sales tax exemptions on \$50,000 of furniture and fixtures. The Benefit/Incentive ratio is 8.1:1.

Isaac Heating and Air Conditioning Inc. (\$300,000 – Sales Tax Exemptions Only)
50 Holleder Parkway
Rochester, New York 14615

Isaac Heating and Air Conditioning Inc. (IHC), founded in 1945, is one of the area's largest HVAC companies. Due to continued growth, in 2014 IHC relocated to the recently renovated 70,108 square foot former Mercury Print facility on 4.4 acres in the City of Rochester. IHC is now proposing the purchase of twelve new service vans. IHC currently employs 198 FTEs and expects to create 18 new full-time positions. IHC has been approved for the GreatRate program through Monroe County Industrial Development Corporation and is seeking approval of the EquiPlus program. The Benefit/Incentive ratio is 6.5:1.

7. Approval of Minutes – Agency meeting February 17, 2015
8. Chair Mazzullo – Discussion Items
9. Executive Director Seil – Discussion Items
 - Mission Statement and Performance Measures
 - Officer Nominations
 - Theresa Mazzullo – Chairman
 - Ann Burr - Vice Chairman/Treasurer
 - Clint Campbell – Assistant Treasurer
 - Jay Popli - Secretary
 - Re-Adopt Governance Committee Charter
 - Reappoint Governance Committee & Chair
 - Jay Popli - Chair
 - Theresa Mazzullo
 - Clint Campbell
 - Re-Adopt Audit Committee Charter-
 - Reappoint Audit Committee & Chair
 - Ann Burr - Chair
 - Eugene Caccamise
 - Mark Siwec
 - Re-Adopt PILOT Compliance Review Policy
 - Reappoint PILOT Review Committee & Chair
 - Theresa Mazzullo – Chair
 - Jay Popli
 - Eugene Caccamise
 - Re-Adopt Finance Committee Charter
 - Reappoint Finance Committee & Chair
 - Clint Campbell - Chair
 - Ann Burr
 - Mary Worboys-Turner

10. Governance Committee Report – Jay Popli

- Governance Committee Meeting of February 17, 2015
- Board Evaluation Summary
- Approve/Re-adopt Bylaws & Policies
 1. Mission Statement and Performance Measures
 2. Bylaws
 3. Code of Ethics
 - Ethics Officer – **Eugene Caccamise**
 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 – **Ann Burr**
 9. Investment and Deposit Policy
 10. Purchasing 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
 16. Record Retention Policy
 17. Duties & Responsibilities Policy

11. Audit Committee Report – Ann Burr

12. Audit Review – Randy Shepard, Bonadio Group

13. Legal Counsel Townsend Discussion Items

Termination:

- Brinkman Precision Inc. – BPI Realty LLC
- CTLA LLC
- RW 501
- Calkins Corporate Park LLC – Pluta Cancer Center

Miscellaneous:

-Morgan Depot Plaza

Approve \$1,182,000 increase in project costs to \$15,182,000. Original approval February 2013.

-Fee Brothers

Approve \$78,700 increase in project costs to \$647,106. Original approval September 2013.

-384 East Avenue Inn of Rochester LLC

Approve \$626,000 increase in project costs to \$4,626,000. Original approval May 2011.

-DiMarco Family Empire LLC

Approve over \$100,000. Public Hearing held on March 9, 2015, Penfield Town Hall.

The next meeting of the Agency will be held on **Tuesday, April 21, 2015**

Adjournment.