



**BOARD MEETING MINTUES
December 18, 2018**

Time & Place: 12:00 p.m., Watts Building, 47 S. Fitzhugh Street, Rochester, NY 14614
Board Present: L. Bolzner, A. Burr, G. Collins, J. Lusk, A. Meleo, T. Milne, J. Popli
Board Absent: None
Also Present: J. Adair (Executive Director), R. Baranello, Esq. (Harris Beach PLLC), G. Genovese (The Bonadio Group), Kevin Loewke (Loewke Brill), J. Kase (TEN)

Chair Burr called the meeting to order at 12:00 p.m. and the board recited the Pledge of Allegiance.

On motion by J. Popli, second by G. Collins, all aye, the minutes of the November 27, 2018 meeting were approved.

L. Birr introduced R. Mikell-Costillo as the newest member of the Economic Development Team.

K. Loewke presented the local labor report for November 2018.

G. Genovese presented the current financial report.

Executive Director Adair presented the following project applications for agency consideration:

Pharos Systems International, Inc.

Pharos Systems International, Inc. (Pharos), founded over 20 years ago, is a software development company in the print management space. Their products enable the customers to understand the true cost of print, implement tools and processes that reduce print resources and improve security of the printed page. One of Pharos developments, Sentry Print Services, centralizes print jobs in a cloud based queue. The print jobs are not released until the user is physically present at the device to authenticate the document, thus securing the document. The Company is proposing to lease 23,500 square feet at the Riverwood Tech Campus in the Town of Henrietta. The \$600,000 project will impact 67 FTEs and is projected to create 13 new FTEs over the next three years. The applicant is seeking approval of sales tax exemptions on equipment purchases. The Benefit/Incentive ratio is 17.1:1.

The applicant was represented by Kevin Pickhardt. Upon inquiry from the Executive Director, the applicant confirmed ownership of the project as disclosed on the application and provided the board with a projected timeline of project completion.

Executive Director Adair presented the following resolution:

RESOLUTION OF THE COUNTY OF MONROE INDUSTRIAL DEVELOPMENT AGENCY D/B/A IMAGINE MONROE POWERED BY COMIDA TAKING OFFICIAL ACTION TO (i) APPOINT PHAROS SYSTEMS INTERNATIONAL, INC. AS ITS AGENT TO UNDERTAKE A CERTAIN PROJECT AS MORE FULLY DESCRIBED BELOW; (ii) PROVIDE FINANCIAL ASSISTANCE TO THE COMPANY IN THE FORM OF A SALES TAX EXEMPTION FOR PURCHASES AND RENTALS RELATED TO THE ACQUISITION AND INSTALLATION OF EQUIPMENT, AND (iii) EXECUTE AN AGENT AGREEMENT AND RELATED DOCUMENTS.

On motion by J. Lusk, second by G. Collins, a roll call vote resulted as follows and the motion carried:

Jay Popli	Yea
Anthony Meleo	Yea
Gary Collins	Yea
Troy Milne	Yea
Jared C. Lusk, Esq	Yea
Lisa Bolzner.	Yea
Ann L. Burr	Yea

OneStream Networks, LLC

OneStream Networks, LLC (OneStream), is a leading global managed communications service provider. The Company provides certified voice and data solutions such as global networks, cloud communication and managed security. OneStream serves customers seeking to create cost-savings, consolidation, vendor reduction and simplified management for single site, multi-site, and multi-national voice applications. To accommodate growth, OneStream plans to expand within their current leased location on Lee Road in the City of Rochester. Currently occupying 6,000 square feet, OneStream proposes to expand to approximately 20,000 square feet. OneStream will be purchasing \$250,000 of furniture, fixtures and technology equipment. The applicant requests the EquiPlus sales tax exemptions on these purchases and projects to create 10 FTEs over the next year. The job creation requirement is 2 FTEs. The project has been approved by Monroe County Industrial Development Corporation for the GreatRebate program. The benefit to incentive ratio is 56.2:1.

The applicant was represented by Aubrey Smith. Upon inquiry from the Executive Director, the applicant confirmed ownership of the project as disclosed on the application.

Executive Director Adair presented the following resolution:

RESOLUTION OF THE COUNTY OF MONROE INDUSTRIAL DEVELOPMENT AGENCY D/B/A IMAGINE MONROE POWERED BY COMIDA TAKING OFFICIAL ACTION TO (i) APPOINT ONESTREAM NETWORKS, LLC AS ITS AGENT TO UNDERTAKE A CERTAIN PROJECT AS MORE FULLY DESCRIBED BELOW; (ii) PROVIDE FINANCIAL ASSISTANCE TO THE COMPANY IN THE FORM OF A SALES TAX EXEMPTION FOR PURCHASES AND RENTALS RELATED TO THE ACQUISITION AND INSTALLATION OF EQUIPMENT IN, ON OR AROUND THE FACILITY, AND (iii) EXECUTE AN AGENT AGREEMENT AND RELATED DOCUMENTS.

On motion by G. Collins, second by L. Bolzner, a roll call vote resulted as follows and the motion carried:

Jay Popli	Yes
Anthony Meleo	Yea
Gary Collins	Yea
Troy Milne	Yea
Jared C. Lusk, Esq	Yea
Lisa Bolzner.	Yea
Ann L. Burr	Yea

32 Marway Circle, LLC

32 Marway Circle is a real estate holding company for GP Flooring Solutions (GP). GP Flooring Solutions (GP) is a full-service commercial flooring contractor, certified Women Business Enterprise and authorized dealer on the NY State Floor-Covering contract. GP's services include commercial flooring consultation, sales, installation and maintenance. GP currently rents their facility in the Town of Sweden, NY and needs to expand to accommodate growth. The Company is in the process of purchasing a facility

in the Town of Gates. GP will be purchasing equipment for the new location along with furniture, fixtures and construction materials for interior renovations for a total project cost of \$1,366,975. The applicant requests sales and mortgage recording tax exemption on these purchases and projects to create 2 FTEs in Monroe County over the next year. The benefit to incentive ratio is 7.6:1

The applicant was represented by Abby Reinhard. Upon inquiry from the Executive Director, the applicant confirmed ownership of the project as disclosed on the application. Upon inquiry from the Chair, the applicant confirmed they are aware of the local labor policy.

Executive Director Adair presented the following resolution:

RESOLUTION OF THE COUNTY OF MONROE INDUSTRIAL DEVELOPMENT AGENCY D/B/A IMAGINE MONROE POWERED BY COMIDA TAKING OFFICIAL ACTION APPOINTING 32 MARWAY CIRCLE LLC (THE "COMPANY") AS AGENT OF THE AGENCY TO UNDERTAKE A CERTAIN PROJECT AS MORE FULLY DESCRIBED BELOW; AUTHORIZING THE EXECUTION AND DELIVERY OF AN AGENT AGREEMENT; AUTHORIZING THE ACQUISITION OF A LEASEHOLD INTEREST IN THE FACILITY; AUTHORIZING THE NEGOTIATION AND EXECUTION OF A LEASE AGREEMENT, LEASEBACK AGREEMENT AND RELATED DOCUMENTS; AUTHORIZING THE FINANCIAL ASSISTANCE TO THE COMPANY IN THE FORM OF (A) A SALES AND USE TAX EXEMPTION FOR PURCHASES AND RENTALS RELATED TO THE ACQUISITION, RENOVATION AND EQUIPPING OF THE PROJECT, (B) A MORTGAGE RECORDING TAX EXEMPTION FOR FINANCING RELATED TO THE PROJECT, AND (C) A PARTIAL REAL PROPERTY TAX ABATEMENT THROUGH A PAYMENT-IN-LIEU-OF-TAX AGREEMENT; AND MAKING CERTAIN FINDINGS AND DETERMINATIONS WITH RESPECT TO THE FACILITY.

On motion by G. Collins, second by J. Popli, a roll call vote resulted as follows and the motion carried:

Jay Popli	Yea
Anthony Meleo	Yea
Gary Collins	Yea
Troy Milne	Yea
Jared C. Lusk, Esq	Yea
Lisa Bolzner.	Yea
Ann L. Burr	Yea

Executive Director Adair presented the following project modification for consideration:

OFD Foods, LLC

OFD Foods, LLC (OFD) is a manufacturer of freeze dried products headquartered in Oregon. OFD selected Monroe County for their east coast manufacturing facility. The project experienced additional costs due to additional land preparation requirements, process equipment enhancements, and additional infrastructure in preparation for future expansion. As well as delays in fabrication of pre-cast concrete and land prep. This request is for additional project costs of \$3.6 million. The revised benefit to incentive ratio is 2.9 : 1.

Executive Director Adair presented the following resolution:

RESOLUTION OF THE COUNTY OF MONROE INDUSTRIAL DEVELOPMENT AGENCY D/B/A IMAGINE MONROE POWERED BY COMIDA (THE "AGENCY") AUTHORIZING ADDITIONAL FINANCIAL ASSISTANCE TO OFD FOODS, LLC (THE "COMPANY") IN AMOUNTS

EXCEEDING THE AMOUNTS APPROVED BY THE AGENCY IN ITS RESOLUTION ADOPTED
ON JUNE 18, 2017.

On motion by L. Bolzner, second by G. Collins, a roll call vote resulted as follows and the motion carried:

Jay Popli	Yea
Anthony Meleo	Yea
Gary Collins	Yea
Troy Milne	Yea
Jared C. Lusk, Esq	Yea
Lisa Bolzner.	Yea
Ann L. Burr	Yea

Chair Burr reported that the Audit Committee met on November 26, 2018 and December 18, 2018 regarding the RFP issued for auditing services. Executive Director Adair added that one proposal was received and the Audit Committee recommends approval. On motion by A. Burr, second by T. Milne, all aye, the motion carried to accept the proposal from EFPR Group, CPAs, PLLC for auditing services for one year.

J. Popli reported that the Governance Committee met earlier and recommends the renewal of the following contracts: Loewke Brill for local labor monitoring, GRE for professional services, and The Bonadio Group for verified exemptions. On motion by J. Popli, second by T. Meleo, all aye, the motion carried to renew the annual contracts.

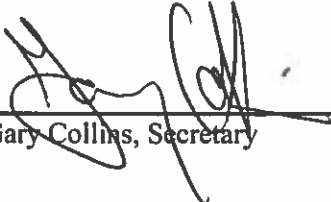
Executive Director Adair updated the board on the LadderzUp program.

J. Kase presented a report on the TEN program and the recent success of the Chloe Capital event.

Chair Burr thanked the board and staff for their efforts this past year.

No members of the public spoke before the board. One member of the public signed up to speak before the board but were not present.

There being no further business and upon motion by J. Lusk and second by T. Mileo and all aye, the regular meeting of the Board of Directors of Imagine Monroe was adjourned.



Gary Collins, Secretary