



COUNTY OF MONROE INDUSTRIAL DEVELOPMENT AGENCY

**AGENDA – AGENCY ANNUAL MEETING OF MARCH 20, 2008
EBENEZER WATTS CONFERENCE – 10:00 a.m.**

1. Call meeting to order
2. Pledge of Allegiance
3. Monitoring Report
4. Applications:

**1255 Portland LLC (Lease/leaseback with JobsPlus)
7 Van Auker Street
Rochester, New York 14608**

**Tenant/Project Podiatry Associates of Rochester LLP
Location: 1255 Portland Avenue
Rochester, New York 14621**

1255 Portland LLC proposes to construct a new 21,000 square foot medical office building in a low to moderate income level area of the City. The project involves the demolition of two dilapidated single family homes and an existing 8,000 square foot office building. The City of Rochester supports this project as it represents new investment in the City tax base as well as the creation of new jobs. Podiatry Associates of Rochester LLP (PAR) will be the primary tenant occupying 7,000 square feet of space in the new building. PAR is a medical podiatry practice with three locations in Monroe County. The \$3,859,810 project is projected to create 9 new FTE within three years. The applicant seeks approval of JobsPlus property tax abatement based on the local labor and suppliers rule. The Jobs Plus job creation requirement is 2 FTE.

**AP Plumbing Contractors, Inc. (EquiPlus)
1195 Ridgeway Avenue
Rochester, New York 14615**

AP Plumbing Contractors, Inc. (AP Plumbing) provides plumbing and related services to commercial and industrial customers within Monroe County. AP Plumbing is purchasing new service vans, a service truck and a tow behind jetter. The combined cost of the equipment is \$450,000. AP Plumbing employs 20 in Monroe County and expects to create 2 new full time positions. The company has been approved for a GreatRate on the equipment purchase through the Monroe County Industrial Development Corporation and is seeking approval of the EquiPlus.

Weldrite Closures, Inc. (EquiPlus)
2292 Innovation Way
Rochester, New York 14624

Weldrite Closures, Inc. (Weldrite) is a manufacturer of welded marine and isolation closures as well as flood protection products. The products include doors and hatches for ships and ocean drilling platforms as well as closures which provide air tight seals in bio hazard laboratories, pharmaceutical/industrial clean rooms and gastight enclosures. The company has selected Rochester as its US manufacturing location and will begin operations in leased space at the Rochester Tech Park. The company is making an investment of \$129,222 which includes equipment, leasehold improvements and furnishings. Weldrite expects to create 15 new full time positions in the first year of operations. The GreatRate job requirement is 1 full time position. The company has been approved for a GreatRate on the purchase through the Monroe County Industrial Development Corporation and is seeking approval of the EquiPlus.

M/E Engineering, PC (EquiPlus)
150 North Chestnut Street
Rochester, New York 14604

M/E Engineering, PC (M/E) provides mechanical and electrical engineering services to municipal, commercial and industrial clients in the Northeast. M/E will be purchasing new computer hardware and software totaling \$200,000. M/E employs 61 in Monroe County and expects to create 4 new full time positions. The company has been approved for a GreatRate on the equipment purchase through the Monroe County Industrial Development Corporation and is seeking approval of the EquiPlus.

5. Approval of Minutes –February 19, 2008
6. Chair Mazzullo – Discussion Items
7. Executive Director Seil – Discussion Items

- Officer Nominations
 - Theresa Mazzullo – Chair
 - Robert Hurlbut – Vice Chair
 - Hank Stuart - Secretary
 - Ann Burr – Treasurer
 - Lauren Doyle – Asst. Secretary

- Approve/Re-adopt Policies
 1. Code of Ethics
 2. Duties & Responsibilities
 3. Compensation, Reimbursement and Attendance Policy
 4. Defense and Indemnification Policy
 5. Disposition of Real Property Guidelines
Contracting Officer – **Judy Seil**
 6. Extension of Credit –
 7. Internal Control –
Internal Control Officer – **Steve Moore**

8. Investment Policy
9. Procurement Policy
10. Travel Policy
11. Whistleblower Policy

Adopt Governance Committee Charter

- Appoint Governance Committee
 - Hank Stuart - **Chair**
 - Robert Hurlbut
 - Theresa Mazzullo

Adopt Audit Committee Charter-

- Reappoint Audit Committee
 - Ann Burr – **Chair**
 - Lauren Doyle
 - Stephen Moore

Appoint PILOT Review Committee

- Robert Hurlbut - **Chair**
- Theresa Mazzullo
- Hank Stuart

9. Legal Counsel Townsend – Discussion Items

Termination:

- 690-691 St. Paul Street (Genesee Valley Real Estate Company)

Miscellaneous:

- Bersin Properties: Culver Terrace Apartments
- Bersin Properties: Acquisition of 1665 E. Ridge Road

- North Forest Properties #3, LLC: Financing of 101 Canal Landings

- E.J. DelMonte Corp.: Refinance of Penfield Hotel
- E.J. DelMonte Corp.: 1200 Brooks Avenue/Fairfield Inn Renovation
- E.J. DelMonte Corp.: 1000 Linden Park/Courtyard by Marriott Inn Renovation
- E.J. DelMonte Corp.: 4695 W. Henrietta Road/Fairfield Inn Renovation

10. Public Comments

Adjournment