



COUNTY OF MONROE
COMIDA
INDUSTRIAL DEVELOPMENT AGENCY

GOVERNANCE COMMITTEE MEETING MINUTES
December 8, 2025

Time & Place: 12:00 p.m. City Place, 50 West Main Street

Board Present: N. Jones, R. King, T. Tolefree (Zoom)

Also Present: A. Liss, R. Finnerty, R. Baranello

N. Jones called the meeting to order at 12:02 p.m.

The draft minutes of the November 10, 2025 meeting were presented. On motion by R. King, second by T. Tolefree, all aye, the minutes were unanimously approved.

Executive Director Liss discussed the purpose of the Housing Study, noting that it evaluates current housing supply and demand in order to identify opportunities for COMIDA to help address the housing crisis. The study is intended to assist in working with developers to bring multifamily projects online and to help projects pencil in a high-cost environment where supply constraints exist. Executive Director Liss further noted that MRB Group has worked with numerous Industrial Development Agencies throughout New York State and brings significant expertise, and that the draft Housing Study includes recommendations for consideration by the Committee.

The Committee discussed the requirement to maintain a Uniform Tax Exemption Policy (UTEP). It was noted that when the Agency provides a benefit not expressly contemplated in the UTEP, such action constitutes a deviation; however, such deviations must be supported by documented data. The Housing Study was discussed as the analytical basis for any potential deviations related to housing projects.

After discussion, the Committee recommended that the full Board accept the Housing Study as presented.

On motion by R. King, second by T. Tolefree, all aye, motion carried to recommend that the full Board accept the Housing Study and its recommendations as presented and reviewed by the Governance Committee.

T. Tolefree acknowledged that the housing study was the result of sustained efforts by Committee members N. Jones and R. King and thanked them for their leadership and support in bringing the study to completion.

There being no further business to discuss, on motion by R. King, second by T. Tolefree, all aye, the meeting of the Governance Committee was adjourned at 12:46 pm.