



BOARD MEETING AGENDA

January 16, 2024

12:00 p.m. – CityPlace Building, 50 West Main Street, Rochester, NY 14614

- A. Call Meeting to Order
- B. Pledge of Allegiance
- C. Approval of Minutes – December 19, 2023 (p. 2)
- D. Public Comments
- E. Local Labor Monitoring Report – December/Annual Report 2023 - Kevin Loewke (p. 9)
- F. Local Labor Exemptions Report – December 2023 - Brian Lafountain (p. 10)
- G. Financial Report – December 2023 - Gregg Genovese (p. 11)
- H. Applications for Consideration
- I. Project Modifications
 - 1. Unither Manufacturing, LLC – Increase and Extension (p. 12)
- J. Executive Director – Discussion Items
 - Ibero American Action League – Update and Annual Request (p. 19)
 - Monroe 2–Orleans BOCES CDL-B program - Workforce Development Fund Request (p. 24)
 - Dashboard (p. 30)
- K. Finance Committee Update – A. Burr
 - Workforce Development Fund Allocation
- L. Executive Session under Section 105(d) of the Public Officers Law for the purpose of discussing a litigation matter.
- M. Chair Burr – Discussion Items
- N. Adjourn Meeting

Next meeting: Tuesday, February 20, 2023



BOARD MEETING MINUTES
December 19, 2023

Time & Place: 12:00 p.m. at City Place

Board Present: A. Burr, N. Jones, J. Popli, R. King, T. Milne, J. Alloco, L. Bolzner

Also Present: A. Liss, R. Finnerty, A. Clark, K. Loewke, R. Baranello, Esq., G. Genovese

Chair Burr called the meeting to order at 12:04 p.m. and J. Alloco led the board in the Pledge of Allegiance.

On motion by R. King, second by J. Popli, all aye, minutes of the November 21, 2023 meeting were approved.

K. Loewke presented the local labor monitoring report for November 2023.

G. Genovese presented the financial report for November 2023.

Executive Director Liss presented the following projects for consideration:

The Raymond Corporation

The Raymond Corporation is proposing the renovation of a 23,000 sq. ft. building in the Town of Henrietta. The Raymond Corporation is a subsidiary of Toyota Industries Corporation, the #1 in the global market for material handling equipment. The Raymond Corporation specializes in the design and manufacturing of electric warehouse lift trucks. The Raymond Corporation plans to expand in Monroe County to create a Center of Excellence due to the unique workforce and access to talent at local universities. The \$2 million project is projected to create 41 new FTEs over the next three years. The applicant is seeking approval of sales tax exemptions only. The Benefit/Incentive ratio is 40:1.

The applicant was represented by Jennifer de Souza, VP, Energy Solutions, Supply Chain & Leasing. The applicant confirmed awareness of the local labor policy and that exemptions must be requested 45 days in advance, and does not anticipate any local labor exemptions at this time. Ms. Baranello stated there were no comments at the public hearing which was held on December 14, 2023.

The board considered the following resolution: RESOLUTION OF THE COUNTY OF MONROE INDUSTRIAL DEVELOPMENT AGENCY (i) ACKNOWLEDGING THE PUBLIC HEARING HELD BY THE AGENCY ON DECEMBER 14, 2023, WITH RESPECT TO A CERTAIN PROJECT BEING UNDERTAKEN BY THE RAYMOND CORPORATION OR A RELATED ENTITY FORMED OR TO BE FORMED (COLLECTIVELY, THE "COMPANY") AS ITS AGENT TO UNDERTAKE A CERTAIN PROJECT; (ii) PROVIDE FINANCIAL ASSISTANCE TO THE COMPANY IN THE FORM OF A SALES AND USE TAX EXEMPTION FOR PURCHASES AND RENTALS RELATED TO THE UNDERTAKING OF THE PROJECT; (iii) AUTHORIZE THE EXECUTION AND DELIVERY OF A PROJECT AGREEMENT AND RELATED DOCUMENTS; AND (iv) MAKE A DETERMINATION WITH RESPECT TO THE PROJECT PURSUANT TO SEQRA.

On motion by J. Popli, second by J. Alloco, abstention by L. Bolzner for inducement and final resolution approving a sales tax exemption, a roll call vote resulted as follows and the motion carried:

COMIDA Board Meeting Minutes
December 19, 2023
Page 2

J. Popli	Yea	J. Alloco	Yea
L. Bolzner	Abstain	R. King	Yea
T. Milne	Yea	A. Burr	Yea
N. Jones	Yea		

Eagles Landing 1 LLC

Eagles Landing 1 LLC is proposing the renovation of a 23,000 sq. ft. building in the Town of Henrietta for its tenant, The Raymond Corporation. The applicant is seeking approval of sales tax exemptions only on the \$800,000 project. The Raymond Corporation has applied for benefits separately. The Benefit/Incentive ratio is 11:1.

The applicant was represented by Eric Jones, Property Manager of LeFrois Associates. The applicant confirmed awareness of the local labor policy and that exemptions must be requested 45 days in advance, and does not anticipate any local labor exemptions at this time.

The board considered the following resolution: RESOLUTION OF THE COUNTY OF MONROE INDUSTRIAL DEVELOPMENT AGENCY TAKING OFFICIAL ACTION TO APPOINT (i) EAGLES LANDING 1 LLC OR A RELATED ENTITY FORMED OR TO BE FORMED (COLLECTIVELY, THE "COMPANY") AS ITS AGENT TO UNDERTAKE A CERTAIN PROJECT; (ii) PROVIDE FINANCIAL ASSISTANCE TO THE COMPANY IN THE FORM OF A SALES AND USE TAX EXEMPTION FOR PURCHASES AND RENTALS RELATED TO THE UNDERTAKING OF THE PROJECT; (iii) AUTHORIZE THE EXECUTION AND DELIVERY OF A PROJECT AGREEMENT AND RELATED DOCUMENTS; AND (iv) MAKE A DETERMINATION WITH RESPECT TO THE PROJECT PURSUANT TO SEQRA.

On motion by J. Alloco, second by R. King, abstention by L. Bolzner for inducement and final resolution approving a sales tax exemption, a roll call vote resulted as follows and the motion carried:

J. Popli	Yea	J. Alloco	Yea
L. Bolzner	Abstain	R. King	Yea
T. Milne	Yea	A. Burr	Yea
N. Jones	Yea		

139 Troup Street LLC

139 Troup Street LLC is proposing the conversion of 2 buildings into market rate, multi-family housing in the City of Rochester. One building will contain 20 units which includes one studio, 16 one bedroom and 3 two bedroom apartments. Rent for these market rate apartments will range from \$1,025-\$1,650 per unit. The second building will be converted to house 6 studio units, 5 of which will be affordable to households earning no more than 60% of the area median income (AMI). 139 Troup Street LLC plans to create 1 new FTE. The \$3.3 million project, which is supported by the City of Rochester, is seeking a real property tax abatement, mortgage recording tax and sales tax exemption. The cost benefit ratio is 8:1.

The applicant was represented by Joseph Burklart. The applicant confirmed awareness of the local labor policy and that exemptions must be requested 45 days in advance, and does not anticipate any local labor exemptions at this time. Ms. Baranello stated there were no comments at the public hearing which was held on December 14, 2023.

The board considered the following resolution: RESOLUTION OF THE COUNTY OF MONROE INDUSTRIAL DEVELOPMENT AGENCY (i) ACKNOWLEDGING THE PUBLIC HEARING HELD

COMIDA Board Meeting Minutes
December 19, 2023
Page 3

BY THE AGENCY ON DECEMBER 14, 2023, WITH RESPECT TO A CERTAIN PROJECT BEING UNDERTAKEN BY 139 TROUP STREET LLC, OR A RELATED ENTITY FORMED OR TO BE FORMED (THE "COMPANY"); (ii) MAKING A DETERMINATION WITH RESPECT TO THE PROJECT PURSUANT TO SEQRA; (iii) APPOINTING THE COMPANY AS AGENT OF THE AGENCY; (iv) AUTHORIZING 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 PARTIAL MORTGAGE RECORDING TAX EXEMPTION FOR FINANCING RELATED TO THE PROJECT, AND (C) A REAL PROPERTY TAX ABATEMENT STRUCTURED THROUGH A PAYMENT-IN-LIEU-OF-TAX AGREEMENT ("PILOT AGREEMENT"); AND (v) AUTHORIZING THE NEGOTIATION, EXECUTION AND DELIVERY OF A PROJECT AGREEMENT, LEASE AGREEMENT, LEASEBACK AGREEMENT, PILOT AGREEMENT AND RELATED DOCUMENTS WITH RESPECT TO THE PROJECT.

The Board requested that the five affordable units be mixed between the two buildings. On motion by N. Jones, second by L. Bolzner for inducement and final resolution approving a partial mortgage recording tax exemption, sales tax exemptions and a partial real property tax abatement, a roll call vote resulted as follows and the motion carried:

J. Popli	Yea	J. Alloco	Yea
L. Bolzner	Yea	R. King	Yea
T. Milne	Yea	A. Burr	Yea
N. Jones	Yea		

JM&J Leasing Henrietta, LLC/Skyworks, LLC

JM&J Leasing Middle Road, LLC, a real estate holding company, is proposing the construction of a new 27,000 sq. ft. facility in the Town of Henrietta for their tenant Skyworks, LLC, a related entity. Skyworks is an equipment rental, sales and service company headquartered in Buffalo, NY and has locations in 10 states. Skyworks is currently located in Gates, but needs to relocate and expand in order to meet the growing customer needs. The new facility would consist of office, shop, and warehouse space. Skyworks plans to create 5 new FTE's in addition to its existing 23 FTE's. The \$7 million project is seeking a real property tax abatement, mortgage recording tax and sales tax exemption. The cost benefit ratio is 11:1.

The applicant was represented by Chad LaCivita, VP of Operations, Vice President, Creative Strategy. The applicant confirmed awareness of the local labor policy and that exemptions must be requested 45 days in advance, and does not anticipate any local labor exemptions at this time. Ms. Baranello stated there were no comments at the public hearing which was held on December 14, 2023.

The board considered the following resolution: RESOLUTION OF THE COUNTY OF MONROE INDUSTRIAL DEVELOPMENT AGENCY (i) ACKNOWLEDGING THE PUBLIC HEARING HELD BY THE AGENCY ON DECEMBER 14, 2023, WITH RESPECT TO A CERTAIN PROJECT BEING UNDERTAKEN BY JM&J LEASING HENRIETTA, LLC, OR A RELATED ENTITY FORMED OR TO BE FORMED (THE "COMPANY") AND SKYWORKS, LLC, OR A RELATED ENTITY FORMED OR TO BE FORMED (THE "TENANT"); (ii) MAKING A DETERMINATION WITH RESPECT TO THE PROJECT PURSUANT TO SEQRA; (iii) APPOINTING THE COMPANY AND THE TENANT AS AGENTS OF THE AGENCY; (iv) AUTHORIZING FINANCIAL ASSISTANCE TO THE COMPANY AND THE TENANT IN THE FORM OF (A) A SALES AND USE TAX EXEMPTION FOR PURCHASES AND RENTALS RELATED TO THE ACQUISITION, CONSTRUCTION AND EQUIPPING OF THE PROJECT, (B) A PARTIAL MORTGAGE RECORDING TAX EXEMPTION AND (C) A REAL PROPERTY TAX ABATEMENT

STRUCTURED THROUGH A PAYMENT-IN-LIEU-OF-TAX AGREEMENT ("PILOT AGREEMENT"); AND (v) AUTHORIZING THE NEGOTIATION, EXECUTION AND DELIVERY OF A PROJECT AGREEMENT, LEASE AGREEMENT, LEASEBACK AGREEMENT, PILOT AGREEMENT AND RELATED DOCUMENTS WITH RESPECT TO THE PROJECT.

On motion by T. Milne, second by R. King, abstention by L. Bolzner for inducement and final resolution approving a sales tax exemption, partial mortgage recording tax exemption and a partial real property tax abatement, a roll call vote resulted as follows and the motion carried:

J. Popli	Yea	J. Alloco	Yea
L. Bolzner	Abstain	R. King	Yea
T. Milne	Yea	A. Burr	Yea
N. Jones	Yea		

Executive Director Liss presented the following modifications for considerations:

One Forty-Five LLC – Increase and Extension

One Forty-Five LLC, a real estate holding company, is demolishing an existing 14,000 sq ft. building to construct a new 80,000 sq ft apartment building in the Neighborhood of the Arts in the City of Rochester. The \$15,000,000 project was approved in June 2021 for a real property tax abatement, mortgage recording tax and sales tax exemptions. The applicant is now seeking an increase in project costs and an extension of the sales tax exemption through December 31, 2025 due to higher construction costs and interest rates. The new sales tax exemption is now not to exceed \$682,000. The project was represented by Allan Stern.

The board considered the following resolution: RESOLUTION OF THE COUNTY OF MONROE INDUSTRIAL DEVELOPMENT AGENCY (THE "AGENCY") AUTHORIZING (i) ADDITIONAL FINANCIAL ASSISTANCE TO ONE FORTY-FIVE LLC (THE "COMPANY") IN AMOUNTS EXCEEDING THE AMOUNTS PREVIOUSLY APPROVED BY THE AGENCY AND (ii) THE EXTENSION OF THE SALES AND USE TAX EXEMPTION BENEFITS THROUGH DECEMBER 31, 2025; AND THE EXECUTION OF RELATED DOCUMENTS.

On motion by J. Popli, second by L. Bolzner, all aye, motion carried to approve an increase in project costs and an extension of the sales tax exemption through December 31, 2025.

DGNA Real Estate Holdings LLC – Extension

DGNA Real Estate Holdings LLC, a real estate holding company, acquired and is renovating a 40,000 sq. ft. facility in the Town of Penfield for its tenant Durst Image Technology, US LLC, a related entity. In October 2022, the applicant received a real property tax abatement, mortgage recording tax and sales tax exemption. In August 2023, Durst Image Technology, received an increase and extension of the sales tax exemption through December 31, 2024. The applicant is now also seeking an extension of the sales tax exemption through December 31, 2024 due to a delay in construction.

The board considered the following resolution: RESOLUTION OF THE COUNTY OF MONROE INDUSTRIAL DEVELOPMENT AGENCY (THE "AGENCY") AUTHORIZING THE EXTENSION OF THE SALES TAX EXEMPTION BENEFIT GRANTED TO DGNA REAL ESTATE HOLDINGS LLC (THE "COMPANY") THROUGH DECEMBER 31, 2024; AND THE EXECUTION OF RELATED DOCUMENTS.

On motion by R. King, second by J. Popli, all aye, motion carried to approve an extension of the sales tax exemption through December 31, 2024.

Sibley Redevelopment Limited Partnership – Extension

Sibley Redevelopment Limited Partnership, is one of 3 entities created to redevelop the former Sibley Building in the City of Rochester. The project was approved in December 2012. Redevelopment of the 4th and 5th floors has begun for 2 new tenants, Bandwidth and SWBR, reactivating more than 60,000 sq. ft. in the commercial portion of the redevelopment. The applicant has been approved for several extensions of the sales tax exemption. The applicant is seeking an extension of the sales tax exemption through December 31, 2024. The tenant is also seeking approval for the new tenants, Deaf Refugee Advocacy, Miss Julies School of Beauty and Miles Exotic Pets.

The board considered the following resolution: RESOLUTION OF THE COUNTY OF MONROE INDUSTRIAL DEVELOPMENT AGENCY (THE "AGENCY") AUTHORIZING (i) THE EXTENSION OF THE SALES TAX EXEMPTION BENEFIT GRANTED TO SIBLEY REDEVELOPMENT LIMITED PARTNERSHIP (THE "COMPANY") THROUGH DECEMBER 31, 2024; (ii) THE SUBLEASE OF PORTIONS OF THE FACILITY (DEFINED BELOW) TO DEAF REFUGEE ADVOCACY, MISS JULIES SCHOOL OF BEAUTY AND MILES EXOTIC PETS; AND (iii) THE EXECUTION OF RELATED DOCUMENTS.

On motion by L. Bolzner, second by N. Jones, all aye, motion carried to approve an extension of the sales tax exemption through December 31, 2024.

Sibley Mixed Use LLC – Extension

Sibley Mixed Use LLC was originally approved for a custom PILOT for the redevelopment of the former Sibley's department store in 2012. In 2016, the project was approved for sales and mortgage recording tax exemptions. The applicant has been approved for several extensions of the sales tax exemptions. The applicant is now seeking an extension of the sales tax exemption through December 31, 2024 due to tenant improvement fit-out of the remaining commercial space necessary to fully occupy and stabilize commercial space.

The board considered the following resolution: RESOLUTION OF THE COUNTY OF MONROE INDUSTRIAL DEVELOPMENT AGENCY (THE "AGENCY") AUTHORIZING (i) THE EXTENSION OF THE SALES AND USE TAX EXEMPTION BENEFITS (AS HEREINAFTER DEFINED) GRANTED TO SIBLEY MIXED USE LLC (THE "COMPANY") THROUGH DECEMBER 31, 2024; AND (ii) THE EXECUTION OF RELATED DOCUMENTS.

On motion by R. King, second by L. Bolzner, all aye, motion carried to approve an extension of the sales tax exemption through December 31, 2024.

39 Jet View Drive, LLC – Extension

39 Jet View Drive, LLC, a real estate holding company, is constructing a 52,500 sq. ft. building for its tenant Sydor Optics, a manufacturer of precision optical substrates. The project, located in the Town of Chili, was originally approved in April 2021. In April 2023, an extension was approved through December 31, 2023. The applicant is now seeking another extension of the sales tax exemption through December 31, 2024 due to a change in the anticipated initial tenant.

The board considered the following resolution: RESOLUTION OF THE COUNTY OF MONROE INDUSTRIAL DEVELOPMENT AGENCY (THE "AGENCY") AUTHORIZING THE EXTENSION OF THE SALES AND USE TAX EXEMPTION BENEFITS (AS HEREINAFTER DEFINED) GRANTED TO 39 JET VIEW DRIVE, LLC (THE "COMPANY") THROUGH DECEMBER 31, 2024, AND THE EXECUTION OF RELATED DOCUMENTS.

COMIDA Board Meeting Minutes
December 19, 2023
Page 6

On motion by R. King, second by J. Popli, all aye, motion carried to approve an extension of the sales tax exemption through December 31, 2024.

Andrews Terrace Community Partners, L.P. - Extension

Andrews Terrace Community Partners, L.P. is purchasing and renovating Andrews Terrace Apartments in the City of Rochester. Andrews Terrace is an affordable housing project with 526 units, 496 of which are Section 8 housing. The applicant is renovating the units, common areas, building systems and exterior improvements. In February 2023, the applicant was approved for a Shelter Rent PILOT agreement, tax-exempt bond financing, and sales tax and mortgage recording tax exemptions through December 31, 2025. The applicant is now seeking an extension of the sales tax exemptions through December 31, 2026 due to a change in construction period completion date.

The board considered the following resolution: RESOLUTION OF THE COUNTY OF MONROE INDUSTRIAL DEVELOPMENT AGENCY (THE "AGENCY") AUTHORIZING THE EXTENSION OF THE SALES TAX EXEMPTION BENEFIT GRANTED TO ANDREWS TERRACE COMMUNITY PARTNERS, L.P. (THE "COMPANY") THROUGH DECEMBER 31, 2026; AND THE EXECUTION OF RELATED DOCUMENTS.

On motion by R. King, second by L. Bolzner, all aye, motion carried to approve an extension of the sales tax exemption through December 31, 2026.

Executive Director Liss introduced Dr. Bruce Ingersoll and Dr. Dora Marion from Rochester Emergency Veterinary Services, Inc. to request funding from the board.

On motion by R. King, second by J. Alloco, all aye, motion carried to approve the execution and delivery of a contract with Rochester Emergency Veterinary Services, Inc. for equipment purchases needed to open a new hospital in an amount not to exceed \$100,000 for one year.

Executive Director Liss reviewed the staff travel report.

Executive Director Liss reviewed the meeting schedule for next year.

Executive Director Liss reviewed the current dashboard.

A motion was made to enter into Executive Session under Section 105(h and f) to discuss the proposed sale of real property and personnel matters. On motion by J. Popli, second by L. Bolzner, all aye, the motion was unanimously approved. The board went into executive session at 12:58 p.m.

On motion by N. Jones, second by R. King, all aye, motion carried to come out of Executive Session and continue the regular meeting at 1:20 p.m.

On motion by R. King, second by J. Popli, all aye, motion carried to refund part of the security deposit on the Brew Road purchase offer in an amount not to exceed \$6,725.

On motion by L. Bolzner, second by R. King, all aye, motion carried to return part of the IDA fee on the Gascon Family Vineyards, LLC transaction in an amount not to exceed \$1,851.13.

On motion by R. King, second by J. Popli, all aye, motion carried to accept the staff performance reviews and confirm compensation steps as discussed.

COMIDA Board Meeting Minutes
 December 19, 2023
 Page 7

The Governance Committee Report was given by J. Popli. The Governance Committee met earlier on December 19, 2023 to review the administrative annual contracts. The committee recommends the full board re-approve them for another year.

Upon motion by J. Alloco, second by R. King, all aye, the board approved the following annual contracts, as recommended by the Governance Committee:

- Auditor Contract - An engagement with Mengel, Metzger, Barr as certified financial auditor to perform the 2023 financial audit with terms from the Request for Proposal.
- Accounting & Chief Financial Officer - An engagement with The Bonadio Group to provide accounting and chief financial services for fiscal year 2024 with terms from the Request for Proposal.
- Local Labor Monitoring Contract - A contract with Loewke Brill Consulting to provide local labor monitoring services for fiscal year 2024 with terms from the Request for Proposal.
- Local Labor Exemption Processing Contract - A contract with The Bonadio Group to process local labor exemptions for fiscal year 2024 with terms from the Request for Proposal.
- Legal Services Contract - A contract with Harris Beach, PLLC to provide legal services for fiscal year 2024 with terms from the Request for Proposal.
- Real Estate Broker Contract - To extend the listing agreement with Pyramid Brokerage Company through December 31, 2024, with same terms.

The Compliance Committee Report was given by Chair Burr. The Compliance Committee met on December 18, 2023. The committee recommends the full board approve job waivers for three projects.

On motion by R. King, second by T. Milne, all aye, motion approved to grant a job creation waiver to the following projects, as identified by project code:

2602 11 030 A

2602 14 036 A

2602 18 062 M

On motion by J. Popli, second by T. Milne, all aye, motion carried to adjourn the regular meeting at 1:45 p.m.



December 2023 Monthly C.O.M.I.D.A. Report

January 1st 2024,

1. This report covers our site visits between December 1st, 2023 and December 31st, 2023.
2. During this period Loewke Brill made 56 monthly site visits.
3. During this period Loewke Brill made "2" Follow up visits.
4. Loewke Brill checked for residence with 392 workers.
5. Of those workers, there were "8" non-compliant.
 - a. 6 – No proof of residence
 - i. 12/14/23 – Keeler Park Community Partners LP – 2 from US Ceiling corp no ID. 1 compliant with ID on follow up 12/15/23, 1 off job site
 - ii. 12/15/23 – Gannett Partners I, LLC – Carey Lakes -2 no ID, Crosby Brownlie – 1 no ID. All workers compliant on follow up visit 12/18/23
 - iii. 12/29/23 – Home Leasing, LLC – 1 from Accurate no ID. Follow up visit to be performed on 1/02/24
 - b. 2 – Out of Area
 - i. 12/04/23 – Mantisi Solar, LLC – 2 workers from Schuller-Haas out of area. Workers deemed specialty installers and waiver was submitted and issued.
 - c. 0 – Invalid ID
6. There were "3" new COMIDA sign(s) delivered
 - a. Germanow-Simon Corp
 - b. ProtiFi, LLC
 - c. 139 Troup Street, LLC

Big firm capability. Small firm personality.

THE BONADIO GROUP

CPAs, Consultants & More

January 2024 Verified Local Labor Exemption Report

Board Meeting – January 2024

The following Verified Local Labor Exemption Requests were processed in December 2023

1. Fairlife, LLC

- a. One exemption related to the drilling and blasting of the bedrock for new infrastructure, retainage ponds, and utilities at the project site in Webster, NY. The exemption was based on the “No local labor available...” criteria.

COMIDA
Statement of Financial Position

	Year To Date 12/31/2023	Year Ending 12/31/2022
	Actual	Actual
Assets		
Current Assets		
Cash and Cash Equivalents	5,637,860	10,551,290
Restricted Cash	-	4,765,270
Accounts Receivable, Net	183,135	82,197
Prepaid Expenses	22,867	115,681
COMIDA Treasury Investments	12,255,659	-
Total Current Assets	18,099,520	15,514,438
Long-term Assets		
Property & Equipment	625,000	625,000
Other Long-term Assets	242,304	242,304
Total Long-term Assets	867,304	867,304
Total Assets	18,966,824	16,381,742
Liabilities and Net Assets		
Liabilities		
Short-term Liabilities		
Accounts Payable	143,283	17,878
Accrued Liabilities	229,335	951,536
Deferred Revenue	-	65,915
Other Short-term Liabilities	476	476
Total Short-term Liabilities	373,094	1,035,804
Long Term Liabilities	202,732	246,992
Total Liabilities	575,826	1,282,796
Net Assets		
Net Assets	15,098,945	8,846,166
Change In Net Assets	3,292,053	6,252,779
Total Net Assets	18,390,999	15,098,945
Total Liabilities and Net Assets	18,966,824	16,381,742

Summary Statement of Activities - All Funds with Prior Year

	Year To Date 12/31/2023	Year To Date 12/31/2023	Prior Year To Date 12/31/2022
	Actual	Budget	Actual
Revenue			
Fee Income	5,913,875	2,200,500	8,842,994
Interest Income	331,275	1,000	2,198
Revenue - Other	-	-	9,200
Total Revenue	6,245,150	2,201,500	8,854,391
Payroll	306,859	309,900	496,030
Sponsorships	-	10,000	10,015
Program & Community Development	1,895,618	2,451,800	1,469,207
General & Administrative	750,620	780,250	626,360
Total Expenses	2,953,097	3,551,950	2,601,612
Change In Net Assets	3,292,053	(1,350,450)	6,252,779



MODIFICATION SUMMARY

DATE: January 16, 2024

APPLICANT:

Unither Manufacturing, LLC
755 Jefferson Road
Rochester, NY 14623

TENANT/PROJECT LOCATION:

755 Jefferson Road
Rochester, NY 14623

MODIFICATION REQUEST:

Unither Manufacturing, LLC is a pharmaceutical contract manufacturer headquartered in France. Unither produces sterile premeasured single use dosage products at the Town of Henrietta facility, the only US facility. In June 2019, the applicant was approved for the Enhanced Jobs Plus PILOT program, sales tax and mortgage recording tax exemptions. In December 2020, the applicant was approved for an extension of the sales tax exemption. In August 2022, the applicant was approved for another extension and increase in project costs. The applicant is now requesting an additional increase in project costs and extension through December 31, 2024 to finish this phase of the project. The total project cost is now \$26,786,273 and the new sales tax exemption benefit amount is not to exceed \$471,284.

PROJECT AMOUNT

<u>CURRENT</u>	<u>REQUESTED</u>	<u>NEW TOTAL</u>
\$26,286,273	\$500,000	\$26,786,273

Motion By: _____

Seconded By: _____

RESOLUTION

(Unither Manufacturing LLC Project)
OSC Project Code 2602-19-29E

A regular meeting of the County of Monroe Industrial Development Agency (the "Agency"), was held at the Agency's offices located at 50 West Main Street, Rochester, New York 14614, on January 16, 2024 at 12:00 p.m.

After the meeting had been duly called to order, the Chair announced that among the purposes of the meeting was to consider and take action on certain matters pertaining to a certain Project more particularly described below.

RESOLUTION OF THE COUNTY OF MONROE INDUSTRIAL DEVELOPMENT AGENCY (THE "AGENCY") AUTHORIZING (i) ADDITIONAL FINANCIAL ASSISTANCE TO UNITHER MANUFACTURING LLC (THE "COMPANY") IN AMOUNTS EXCEEDING THE AMOUNTS PREVIOUSLY APPROVED BY THE AGENCY; (ii) THE EXTENSION OF THE SALES TAX EXEMPTION BENEFIT and (iii) THE EXECUTION OF RELATED DOCUMENTS.

WHEREAS, by Title I of Article 18-A of the General Municipal Law of the State of New York, as amended and Chapter 55 of the Laws of 1972 of the State of New York (collectively, the "Act"), the Agency was created with the authority and power among other things, to assist with the acquisition of certain industrial development projects as authorized by the Act; and

WHEREAS, by Resolution duly adopted on June 18, 2019, the Agency appointed **UNITHER MANUFACTURING LLC**, a New York limited liability company, for itself or an entity formed or to be formed (collectively, the "Company"), the true and lawful agent of the Agency to undertake a certain project (the "Project") consisting of: (A) the acquisition of a leasehold interest in a portion of land located at 755 Jefferson Road in the Town of Henrietta, New York [Tax Account No.: 162.09-1-2.001] (the "Land") together with the existing approximately 420,320 square-foot manufacturing building thereon (the "Existing Improvements"); (B) the construction of an approximately 150,000 square-foot addition to the Existing Improvements to house a new packaging line and warehouse to accommodate finished product storage (the "Improvements"); and (C) the acquisition and installation therein, thereon or thereabout of certain machinery, equipment and related personal property (the "Equipment" and, together with the Land and the Improvements, the "Facility"), to be used by the Company in its business as a manufacturer of single-dosage drug delivery systems; and

WHEREAS, the Agency previously appointed the Company as its true and lawful agent to make purchases of goods and services relating to the Project that would otherwise be subject to New York State and local sales and use tax in an amount up to \$2,046,051, which would result in New York State and local sales and use tax exemption benefits not to exceed \$163,684 through December 31, 2020; and

WHEREAS, the Company, pursuant to a certain Project Modification Request, dated December 4, 2020, requested the Agency grant an extension to the Sales and Use Tax Exemption Benefits through December 31, 2021; and

WHEREAS, the Company, pursuant to a certain a Project Modification Request, dated July 25, 2022, requested that the Agency authorized the Company to make purchases of goods and services relating to the Project that would otherwise be subject to New York State and local sales and use tax (i) in an the amount up to \$5,391,051, which would result in New York State and local Sales and Use Tax Exemption Benefits not to exceed \$431,284 (as increased, the "Sales and Use Tax Exemption Benefits"); and (ii) the extension of the sales tax exemption benefit through June 30, 2023; and

WHEREAS, the Company has requested, by Project Modification Request, dated January 5, 2024, that the Agency authorize the Company to make purchases of goods and services relating to the Project that would otherwise be subject to New York State and local sales and use tax (i) in an the amount up to \$5,891,051, which would result in New York State and local Sales and Use Tax Exemption Benefits not to exceed \$471,284 (as increased, the "Sales and Use Tax Exemption Benefits"); and (ii) the extension of the sales tax exemption benefit through June 30, 2023; and

WHEREAS, the Agency desires to adopt a resolution authorizing (i) the increase in Sales and Use Tax Exemption Benefits; (ii) the extension of the sales tax exemption benefit through December 31, 2024; and the execution and delivery of any documents necessary and incidental thereto.

NOW, THEREFORE, BE IT RESOLVED by the County of Monroe Industrial Development Agency as follows:

Section 1. Based upon the representation and warranties made by the Company in its request, the Agency hereby authorizes and approves (i) the Company, as its agent, to make purchases of goods and services relating to the Project and that would otherwise be subject to New York State and local sales and use tax in an amount up to **\$5,891,051**, which result in New York State and local Sales and Use Tax Exemption Benefits not to exceed **\$471,284**; and (ii) the extension of the Sales and Use Tax Exemption Benefits through **December 31, 2024**. The Agency agrees to consider any requests by the Company for another extension or an increase to the amount of Sales and Use Tax Exemption Benefits authorized by the Agency upon being provided with appropriate documentation detailing the additional purchases of property or services.

Section 2. The Executive Director, Deputy Director, Chairman or Vice Chairman of the Agency are hereby authorized, on behalf of the Agency, to execute and deliver any agreements, documents or certificates necessary and incidental to providing the Company with the Sales and Use Tax Exemption Benefits and necessary to effectuate the above-described changes with respect to the Facility.

Section 3. The Executive Director, Deputy Director, Chairman or Vice Chairman of the Agency are hereby authorized and directed for and in the name and on behalf of the Agency to do all acts and things required and to execute and deliver all such certificates, instruments and documents, to pay all such fees, charges and expenses and to do all such further acts and things as may be necessary or, in the opinion of such Executive Director, Deputy Director, Chairman or Vice Chairman of the Agency acting, desirable and proper to effect the purposes of the foregoing resolutions and to cause compliance by the Agency with all of the terms, covenants and provisions of the documents executed for and on behalf of the Agency.

Section 4. This resolution shall take effect immediately.

The question of the adoption of the foregoing Resolution was duly put to vote on roll call, which resulted as follows:

	<u><i>Yea</i></u>	<u><i>Nay</i></u>	<u><i>Absent</i></u>	<u><i>Abstain</i></u>
Jay Popli				
Troy Milne				
Lisa Bolzner				
Joseph Alloco				
Rhett King				
Norman Jones				
Ann L. Burr				

The Resolutions were thereupon duly adopted.

STATE OF NEW YORK)
COUNTY OF MONROE) ss.:

I, the undersigned Executive Director of the County of Monroe Industrial Development Agency, DO HEREBY CERTIFY:

That I have compared the annexed extract of the minutes of the meeting of the County of Monroe Industrial Development Agency (the "Agency"), including the resolutions contained therein, held on January 16, 2024, with the original thereof on file in my office, and that the same is a true and correct copy of the proceedings of the Agency and of such resolutions set forth therein and of the whole of said original insofar as the same related to the subject matters therein referred to.

I FURTHER CERTIFY that public notice of the time and place of said meeting was duly given to the public and the news media in accordance with Sections 103 and 104 of the New York Public Officers Law (Open Meetings Law) that all members of the Agency had due notice of the meeting and that the meeting was in all respects duly held.

IN WITNESS WHEREOF, I have hereunto set my hand on this 16th day of January, 2024.

Ana J. Liss, Executive Director



17

If you have any questions or need assistance, please call 585.753.2000.

Modification Requested: Check all that apply. (Attach additional page if necessary). Legal fees apply.

***A substantial change in project costs or scope may require a new application. ***

☒ **Increase in Project Costs:** Must complete page 2. (If there is a significant change in Project Scope, an application will be required.)

Assistance Requested: Check all that apply.

☐ Property Tax Abatement
 ☐ Mortgage Tax Exemption
 ☒ Sales Tax Exemption

Project Cost Information: \$ 26,286,273 \$ 500,000 \$ 0 26,786,273
 Original Project Cost Increase in Project Costs New Project Costs

☒ **Extend or Renew Sales Tax Exemption:** (If exemption date has expired, a \$350 fee applies.)

12/31/2023 12/31/2024 \$ 210789
 Current Expiration Date Requested Expiration Date Amount of Exemptions Taken to Date

Reason for Extension:

Business expansion

☐ **New Tenant:** Include name, business description , and square feet to be occupied.

Date Received 1/5/24 Date of Original Approval: 6/18/19 New Code 2602 19 029 E

Project Modification Request - Page 2

Required when requesting an Increase in Project Costs

A. Applicant Project Costs	Original/Current Approval	Requested Increase Modification	Revised Approval Requested
Building Construction or Renovation			
a. Materials	\$ 5,164,551	\$ _____	\$ 5,164,551
b. Labor	\$ 2,800,000	\$ _____	\$ 2,800,000
Site Work			
c. Materials	\$ _____	\$ 500,000	\$ 500,000
d. Labor	\$ _____	\$ _____	\$ 0
e. Non-Manufacturing Equipment	\$ _____	\$ _____	\$ 0
f. Furniture & Fixtures	\$ 226,500	\$ _____	\$ 226,500
g. Land and/or Building Purchase	\$ _____	\$ _____	\$ 0
h. Manufacturing Equipment	\$ 17,713,938	\$ _____	\$ 17,713,938
i. Soft Costs (Legal, Architect, Engineer)	\$ 381,284	\$ _____	\$ 381,284
Other Costs (specify)			
j. _____	\$ _____	\$ _____	\$ 0
k. _____	\$ _____	\$ _____	\$ 0
l. _____	\$ _____	\$ _____	\$ 0
m. _____	\$ _____	\$ _____	\$ 0
Total Project Costs	\$ 26,286,273	\$ 500,000	\$ 26,786,273
Sources of Funds for Project Costs			
a. Tax Exempt Industrial Revenue Bond	\$ _____	\$ _____	\$ 0
b. Taxable Industrial Revenue Bond	\$ _____	\$ _____	\$ 0
c. Tax Exempt Civic Facility Bond	\$ _____	\$ _____	\$ 0
d. Bank Financing (subject to recording tax)	\$ _____	\$ _____	\$ 0
e. Public Sources	\$ _____	\$ _____	\$ 0
f. Equity	\$ 26,286,273	\$ 500,000	\$ 26,786,273
Total Sources	\$ 26,286,273	\$ 500,000	\$ 26,786,273

B. Reason for Increase:

Business expansion

C. Amount of Sale Tax Exemptions Taken to Date: \$ 210,789.00



Ibero-American Action League

Program Report

December 2023

County of Monroe Industrial Development Agency (COMIDA)
Workforce & Entrepreneurial Connections Program

Current Projects

- 1) Ibero Business Center- MWBE Business Enterprises**
- 2) Community Health Worker Training and Apprenticeship Program**
- 3) Job Training & Direct Placement**

1. Ibero Business Center- MWBE Business Enterprises

Ibero Business Centers Summer Incubation and Fall Cohort 2023

International Plaza Cohort Initiative, 2023 Season (April-October) IBC has launched the first business workshop dedicated to the International Plaza vendors on 828 N Clinton Avenue. This first ever incubation service for market vendors was conducted weekly on Tuesday mornings with all anchor vendors during the season. Four vendors participated through the season, touching on subjects such as finance, accounting, insurance, pricing of products, and most importantly, how to sell to other markets to scale. This pilot initiative was so successful that it helped maintain two anchor businesses throughout the year, rather than just limited to the warm season.

The fall 2023 bilingual Business Cohort hosted five aspiring entrepreneurs, all of whom spoke some level of English but preferred a bilingual capacity. We graduated four individuals with their completed Business Model Canvas and 3-year projections. Four in total are still actively having one on one mentoring with an Ibero Business Specialist. One is receiving financial support from Ibero to launch in a local business share space, expected to be selling to customers by spring of 2024!

This coming 2024 season, the incubation services will launch prior to opening of the market and continue for all anchor vendors for the remainder of this coming season.



Seminario Gratis!	Free Webinar!
<p>Regístrese en nuestro seminario virtual donde hablamos de los elementos esenciales para administrar un negocio exitoso.</p>	<p>Register for our free virtual bilingual webinar where we will be discussing the key essentials for running a successful business.</p>
	
	

2. Community Health Worker Training and Apprenticeship Program

We received several training applications for the fall cohort, with many bilingual (Spanish) applicants we decided to hold two cohorts this fall. We held an English group and a Spanish session for Promotores de Salud. The Promotores de Salud included nine students who lived at the Holiday Inn hotel and are new families in Rochester, from NYC seeking asylum. Community Health Workers Association of Rochester provided training classes and we had a total of nineteen students who completed the two trainings. We completed a total of three cohorts in 2023.

We continued to encounter barriers to completing the training, such as lack of transportation, childcare, and phone/computer. With completing one of the cohorts in Spanish we eliminated the language barrier and provided important training related to health and public health efforts. Several of our students were also enrolled in other training at Ibero such as digital skills training and with the business center. Our students continue to work on learning English and learning about community resources.

We are in the process of signing up for two additional CHW apprentices with Ibero. We are proud to contribute toward workforce shortages in our area.

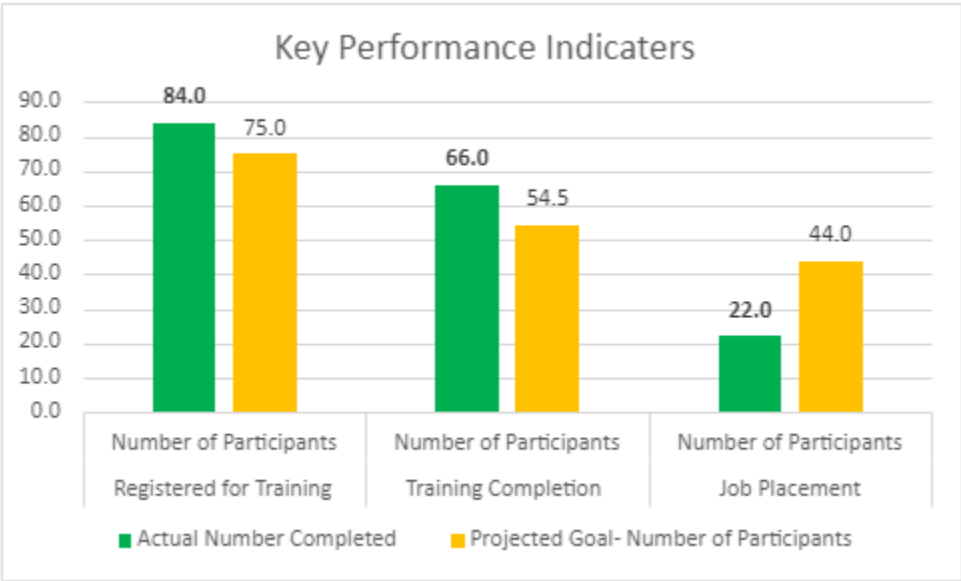


3. Job Training & Direct Placement

The Latinx in Telecom project with Spectrum/Charter was not successful at recruiting candidates who wanted to participate in the trainings or obtain employment. We graduated one cohort with six students who completed the training. The project was a pilot program that provides opportunities to network with representatives from local Spectrum locations.

Although we ended the pilot project, we reached and exceeded our target goals. We continue to explore other options for additional trainings and collaborations. We recently hire Juan Rivera, Director of Workforce Development who will lead additional Workforce related projects at the Community Resource Center.

Our Results for 2023



Eighty-four students registered for training in 2023. Out of the eighty-four students, sixty-six students completed the training. Currently twenty-two students out of our projected goal of forty-four have job placements. We expect the number of job placements to increase by March 2024.

WORKFORCE DEVELOPMENT FUND APPLICATION

COMIDA is proud to support workforce development initiatives to improve access to employment opportunities. Please fill in all information below and attach your program proposal to be considered for support. For questions and submissions, please email Allison Clark at AllisonClark@monroecounty.gov or call (585) 753-2006.

Program Name: Monroe 2-Orleans BOCES Center for Workforce Development
 Contact Name: Rebecca Horowitz Contact Phone: (585) 349-9121
 Contact Email: rhrowit@monroe2boces.org Year CDL-B program started: 2019
 Address: 3589 Big Ridge Rd. City: Spencerport State: NY Zip: 14559

A brief overview of your program including your program's mission and target audience.

The mission at Monroe 2-Orleans BOCES is to provide quality, cost effective educational services. At the Center for Workforce Development, a program of Monroe-2 BOCES, we seek to achieve this mission by providing career training and literacy educational services to the adult population of Monroe County and the greater Finger Lakes region. This funding support request is directly connected to the CDL Class B licensing course that we have offered in partnership with MCIDC since the summer of 2019.

CWD has worked through a significant overhaul of the state regulations governing CDL-B licensing and has expanded and modified the program over the past four years to better serve the needs of our students. Entry Level Driver Training (ELDT) requirements were introduced in 2022 by the Federal Motor Carrier Safety Administration (FMCSA) completely changing the educational requirements and hands-on training expectations for training programs. In response, CWD modified our program, meeting all the ELDT requirements. Our program prioritizes the schedule of working students, through a short-term program with high standards and adequate ELDT defined theory and behind the wheel, road and range hours and experience. This is accomplished through a low teacher-to-student ratio (maximum 5:1) and the addition of online coursework to support student learning. FMCSA-approved online coursework is available on any device with an internet connection and students also have access to our computer lab if personal internet access is unavailable.

The landscape of CDL-B training continues to change in Monroe County. According to Federal Motor Carrier Safety Administration (FMCSA), with the recent closure of PDI's CDL-B program, the Center for Workforce Development is now the sole CDL-Class B program in Monroe County that accepts outside trainees. Other training programs in the area, such as school districts, accept only in-house trainees.

Further limiting opportunities to train drivers to meet the demand of regional employers are the limited road- test opportunities offered by the local Department of Motor Vehicles. Challenges include limited access and long wait times for road-test appointments, accessibility to the road-test locations, expenses associated with transporting students to the road-test, expenses for smaller programs to rent a bus for the road-test, and the number of students who require more than one road-test to obtain their license.

With this proposal, we intend to expand our CDL-B program by adding a full-time CDL Coordinator and become a certified Third Party CDL Testing Party, and establish a Road Test site, through this new program offered by the DMV to expand opportunities for CDL-B driver training.

This expansion will positively impact the challenges that impede access to CDL-B training for CWD trainees throughout the county by becoming a resource for school districts that currently offer CDL-B training.

Who are your other community partners, if any. Please list all funding partners, collaborative partners as well as businesses or industry groups for job placement.

Funding Partners:

- MCIDC – partial tuition funding for Monroe County residents
- ESL Federal Credit Union (student services support, emergency financial hardship assistance for students)

Community and Business Partners:

- Monroe County West-side School Districts: Brockport, Churchville-Chili, Gates-Chili, Greece, Hilton, Spencerport, Wheatland-Chili
- Medical Motors
- Regional Transit Service (RTS)
- Waste Management
- City of Rochester
- Syrek Disposal
- United States Postal Service
- RochesterWorks
- RCSD/OACES
- Catholic Charities
- ACCES-VR

We've established relationships with the City of Rochester's Equipment Services division to support their driver needs, as well as supporting regional school districts that do not offer in-house CDL training, all while continuing to build partnerships with private companies in the Finger Lakes area to help meet their workforce needs. An Occupational Advisory Board was created for this program with a representative group of area employers that meets annually.

How your program is directly linked to job creation in Monroe County. Are jobs available for the program participants to be placed into upon completion of the program/training.

The NY Department of Labor Finger Lakes Employment Projection 2020-2030 shows a 38.4% increase overall in the Transportation and Warehousing Industry. Within the industry, the category of Transit and Ground Passenger Transportation employment is expected to increase 66.9%, and Warehousing and Storage shows an employment increase of 48.2%.

As a component of our program, area employers and school districts are invited to participate in an employment fair on graduation day to help match graduates to employers and conduct on-site interviews.

Due to general trends in the workforce and the lingering impact of the COVID-19 pandemic, school districts, as well as both private and public entities, are suffering from shortages of licensed drivers.

This program will continue to help close the workforce gap in both the private and public sectors. According to a search of recent job postings covering Monroe County on Indeed.com there are over 100 postings that either require, or prefer the ideal candidate possess their Class B license.

CWD will also explore and expand upon county, city and private partnerships to facilitate growth into construction vehicles, which requires specified training (i.e., dump truck and box truck) and locations suitable for practice.

Additionally, school districts throughout Monroe County continue to deal with a shortage of licensed drivers. While the situation is not as dire as 2021, as recently as the start of the 2023 school year, the Rochester City School District warned of potential delays in transportation for the first days of school due to a shortage of bus drivers (Democrat and Chronicle September 6, 2023). Hilton, Spencerport, and Brockport Central School District Departments of Transportation have each expressed interest and excitement about the prospect of an additional, more convenient road test site for their trainees.

How you plan to measure the success of your program. Performance metrics should include success rates, job placement rates and number of participants. If your program is new, projected metrics should be included.

The success of our CDL-B program expansion will be measured in several ways, both within CWD and the greater Monroe County school districts: increased enrollment in training and job placement rate, and funding saved by utilizing an on-location road test site and utilization by area districts. Measures will be tracked and monitored by the coordinator and reported regularly to Monroe County.

Included below are our historical data.

2022-2023

Session	# Students Enrolled	Passed Road Test	% Passed	Employed in Field	% Employed
Summer 2022	3	3	100%	3	100%
Fall 2022	8	7	88%	6	75%
Spring I 2023	10	6	60%	4	40%
Spring II 2023	10	9	90%	9	90%
Total	31	25	81%	22	71%*

* 51% of students who passed the road test responded to follow up surveys

2023-2024

Session	# Students Enrolled	Passed Road Test	% Passed	Employed in Field	% Employed
Summer 2023	5	5	100%	2	40%
Fall 2023	9	8	89%	7	78%

Total	14	13	93%	9	69%**
--------------	-----------	-----------	------------	----------	--------------

** 70% of students who passed the road test responded to follow up surveys

Amount of funding requested: \$219,045

Funding will be implemented over two years. To be sustainable by year three, we plan to generate revenue through tuition and district payments.

Hire of a CDL Coordinator: The coordinator will hire staff, coordinate training for examiners, coordinate with DMV for test site approval, develop road test procedures, coordinate and schedule road tests, market and advertise the program, establish partnerships within Monroe County to expand CDL training sites and equipment, and connect with local employers to assist in placing new drivers.

Establish a NYS DMV Road Test Site at our location.

The Road Test site will provide students from around Monroe County with a convenient opportunity to test while offering CWD a more cost-effective way of transporting our students to the test site. Wait-times to schedule a road test appointment can take up to 3 weeks and the closest site is almost 10 miles from our location. Additionally, as BOCES, we can offer road tests as a low-cost service to our cooperating and other area districts, which will expand their ability to quickly test their own trainees.

Funding for the first 15 months of the project (March 2024 – June 2025) will be utilized to:

- Compensation for a coordinator to oversee the CDL program and its expansion
 - Orient to, and oversee existing CDL program, including enrollment, improvement, and daily management.
 - Plan for and develop a third-party road test site
 - Establish partnerships with local school districts who will utilize the road test site
- Administrative costs
 - Obtain/Renew required 19A credential as required by New York State to ensure the safety of bus passengers and drivers
- Purchase road test site equipment and supplies as noted in the following table
- Train examiners per DMV guidelines
 - 19-A Certified Examiner Course Training (\$745/examiner)
 - (CCE)Hourly wage for per diem staff for = \$27.42-\$36.40 per hour based on Civil Service title, plus 20% increase for SS/Medicare/TRS (32 hours = \$3,494 total)
 - Additional in-house training hours: 640 (40 hours per trainee) = \$2,912

BUDGET ACCOUNT	DESCRIPTION	INITIAL APPROPRIATION
F-806-3448-150	1.0 FTE CDL-B Coordinator with benefits	\$95,000
F-806-3448-400	19-A Certified Examiner Course Credential (x3)	\$2,235
F-806-3448-200	2 Tablets (testing material) \$3,712 ea	\$7,424
F-806-3448-200	2 Printers \$696 each	\$1,392

F-806-3448-180	Examiner Training	\$6,406
	Year 1 costs	\$112,457

The second year of the project (July 2025 – June 2026) will focus on the following:

- Compensation for a coordinator to oversee the CDL program and its expansion (3% COL increase)
- Compensation for two part time Motor Vehicle License Examiners
 - Facilitate approximately 120 road tests/year (70 BOCES 2, 50 estimated from districts)
 - Approximately 2 hours/test = 240 hours
 - Hourly wage = \$27.42-\$36.40 per hour based on Civil Service title, plus 20% increase for SS/Medicare/TRS (\$8,738 total)
- Develop expansion for CDL-B program to include construction and other vehicles through partnerships with area employers and city and county organizations

Year 2

BUDGET ACCOUNT	DESCRIPTION	INITIAL APPROPRIATION
F-806-3448-150	1 FT CDL Coordinator with benefits	\$97,850
F-806-3448-180	2 PT DMV Motor Vehicle Road Test Examiners	\$8,738
	Year 2 costs	\$106,588

A copy of the operating budget and statement of financial position (balance sheet).

Description	Current Budget
SALARIES	1,225,502.21
EQUIPMENT	14,481.84
SUPPLIES	123,709.79
CONTRACTUAL	145,822.39
TRAVEL AND PROF DEVELOPMENT	9,609.00
BENEFITS	358,085.42
INTERNAL CHARGES	300,650.00
TOTALS	2,177,860.65

Administration and operation of the organization. Please give a basic outline of how the program organizational structure as well as staff duties, org chart and an explanation of internal controls.

Title	Name	Description and internal control
Monroe 2-Oleorns BOCES District Superintendent	Jo Anne Antonacci	Supervision of all programming at Monroe 2 BOCES; supports districts in partnership

Monroe 2-Olreans BOCES, Assistant Superintendent of Instructional Programs	Thomas Schulte	Supervision of all instructional programs at Monroe 2 BOCES; supports districts in partnership; reports to supervisor
Center for Workforce Development, Director	Shawna Gareau-Kurtz	Supervision of all CWD programming; establishes community and business relationships; reports to supervisor
Center for Workforce Development, Assistant Director	Rebecca Horowitz	Supervision of CDL-B program and staff; establishes community and business relationships; responsible for ELDT regulation oversight and reporting; reports to supervisor
Center for Workforce Development, Program Specialist	Carolyn Yarton	CDL-B instructional support and coordination; maintains community and business relationships; ensures ELDT regulations are followed and documented
Center for Workforce Development, Student Services Advisor	Jenni Zulkosky	CDL-B student enrollment and support; ensures individual student documentation is accurate and meets requirements
Center for Workforce Development, Instructor	Eric Simmons	CDL-B Instructor; follows ELDT approved curriculum and assessment policies
Center for Workforce Development, Instructor	Kim Henderson	CDL-B Instructor; follows ELDT approved curriculum and assessment policies
Center for Workforce Development, Instructor	Wayne Collins	CDL-B Road Test Driver; follows ELDT approved curriculum and assessment policies; accompanies students on road tests

Copy of your most recent audit.

Attached and also available here: <https://www.monroe2boces.org/Downloads/boces2-SA-23.pdf>



Dashboard

January 2024

Incentives Summary							
Sales Tax Exemptions		Mortgage Recording Tax Exemption		PILOTS		Total Company Investment	
Year To Date	Prior Year End	Year To Date	Prior Year End	Year To Date	Prior Year End	Year To Date	Prior Year End
31	30	13	17	13	17	\$1,151,621,436	\$738,190,997

Jobs Summary							
Number of Total Projects		Existing Jobs Retained per Application		New Jobs Projected by Applicant		New Jobs Required*	
Year To Date	Prior Year End	Year To Date	Prior Year End	Year To Date	Prior Year End	Year To Date	Prior Year End
20	29	321	1948	518	737	120	245

Fees for Approved Projects (includes all app and agency fees)					
Total		Paid to Date		Outstanding	
2023 Projects YTD	2022 Projects YE	2023 Projects YTD	2022 Projects YE	2023 Projects YTD	2022 Projects YE
\$10,158,340	\$5,361,074	\$5,635,718	\$5,166,426	\$4,522,621	\$216,269

Workforce Development Fund					
Beginning Balance \$2,500,000					
Allocated Revenue		Committed Funds		Fund Balance	
2023 YTD	2022 YE	2023 YTD	2022 YE	2023 YTD	2022 YE
\$624,515	\$2,656,317	\$3,190,000	\$1,400,000	\$566,317	\$3,756,317

Solar WD Fund		
Fee Collected to Date	Committed to Date	Balance
\$75,000	\$0	\$75,000

*Required jobs are calculated as 10% of the existing jobs, with a minimum of 1 job. Enhanced JobsPlus is 100 jobs with a minimum of \$15,000,000 investment. There is no job creation requirement for projects that only receive sales tax exemptions.