

HARRIS BEACH – PITTSFORD

**Moderator: Rachel C. Baranello
June 16, 2020
11:01:39 CT**

OPERATOR: This is Conference # 668026082R

Female: Okay, everyone ...

(Anne): Okay ((inaudible))?

Female: Yes.

(Anne): Okay, great. Thank you. Good afternoon, everyone. It is 12:01 and we'll – thank you all for joining us today and hope all of you and you – and your families are well and life is somewhat returning to normal. But we appreciate your continued allegiance to what we're doing at COMIDA.

We've got a lot of good projects to talk about, where businesses are getting back to, you know, better timing on their (projects). But most of our agenda is modifications today, primarily due to the COVID, and folks wanting an extension on their projects, and then we have a couple of projects that are asking for either approval of a new tenant or an increase.

So we'll do that. And then we've got some items that we wanted to talk to you that (Ana) will present on what we're doing also with regard to the overall organization and some updates on that. So we'll go ahead and call the meeting to order and I will ask for approval of the minutes from the meeting of May 19.

Male: So moved.

Male: (So) moved.

(Anne): Okay. It's been moved. And is there a second?

(Jay Polly): Second, (Jay)

(Anne): Okay. Any additions or corrections to those minutes? If not, they'll be approved as distributed then. Thank you. So (Kevin) will psych you up first with the local labor monitoring report.

(Kevin): All right, good afternoon. I have the May 2020 report here. So this report covers site visits between May 1 and May 31. During this period, we made 56 monthly site visits, two follow up visits. We checked for residency with 321 workers. There were two non-compliant, both of those without proof of residence. As of May 31, 2020 off sites were in compliance at the time of our inspection. We did deliver one new COMIDA sign that was to ProAmpac Rochester LLC.

(Anne): Okay, any questions by the board on the local labor monitoring report? Hearing none, we'll move forward. Thanks, (Kevin). (Brian) ...

(Kevin): You're welcome. Have a nice day.

(Anne): Thank you. (Brian) ((inaudible)) for our exemptions report. (Brian), are you on the line?

(Brian): Yes. Good afternoon.

(Anne): Good afternoon.

(Brian): Okay. So for the month of May, I processed one local labor exemption request. This was related to the Zweigle's project. Zweigle's is doing a 13,000-square foot addition to their current facility in the city of Rochester. And the exemption that they applied for was based on warranty issues.

So they bought their – they bought their food processing facility flooring system from a company called Dur-A-Flex, and Dur-A-Flex's warranty requires them to use specifically trained installers to install the flooring system. The closest installer was Millennium Construction out of Niagara Falls. And that was four or five guys – or four or five days for that project. So based on that warranty issue, that exemption was approved.

(Anne): Okay. Great. Thanks, (Brian). Any questions on that? Okay. All right. Thanks very much,
(Brian).

(Brian): Okay, have a great afternoon.

(Anne): Thank you. You too.

The next item is a review of (all) financial reports. Is (Greg) on the line?

(Greg): Yes, I am. Hi, everyone.

(Anne): Hi, (Greg).

(Greg): Hi there. So through five months, again, you'll see some significant changes and some bounces in numbers but all explainable and all according to our most recent plan. Again, you'll see our cash balance was down approximately a million dollars. And that's to be expected based on the assistance that we provided, the MCIDC for the Emergency Loan Program. You know, all of our other balances in terms of, you know, receivables and prepaids and accounts payable, all those things are pretty consistent. Over the last five months, there's nothing, you know, unexpected in those balances, and our balance sheet's still very strong.

Down at the bottom shows our, you know, revenue expenses, both the year to date and to budget and to prior year, as you can see, again, anticipating some slower revenue months where we are today, you know, through five months. But the biggest thing is if you take out that million dollars that we paid out for the program, we're basically at a breakeven and we budgeted a \$4,000 profit.

So we're pretty close to what we anticipate it from a budgetary standpoint, although we're now bringing in the revenue. Hopefully everyone remembers. We are trying to, you know, really maintain or hold off on some expenses and sponsorships that we've had in the prior year. A lot of those sponsorships obviously for events that haven't been happening. But again, overall compared to budget, even with the million dollars paid out, we're pretty close to where we expected from a budgetary standpoint based on the team's effort into managing our outflows.

So again, everything else is starting to seem like pick back up here in terms of projects. So, again, it'll be a little bit, you know, different lumpy or I would say maybe as it has been in the years past, but we'll look at that from a month to month figure out what those next steps are if we're going to incorporate any new dollars in terms of expenses out the door, but we'll wait to see how the revenue kind of shifts here in the next couple of months and see what that looks like. So, overall, again, everything expected to budget and know nothing really outside of expectations at this point.

(Anne): All right, thanks (Greg). I think the whole team has done a great job of managing our budget given, you know, reduction of revenue. We have a nice that offset in our expenses and be spending overall to cover the downward trend. Well, hopefully it's upward but just the variance between them budget and actual on revenue front. So I agree, I think it looks given all it has been going on. It looks pretty, pretty darn fine. So we appreciate that and everyone working on that end.

Are there questions from the board on our financial report? Okay, (Greg) did a good job. There will be no taking you out back for any, you know ...

(Greg): Talking points, right?

(Anne): ((inaudible)) receiving, so. Okay, thank you very much. (Ana) we're going to go ahead and go right into the project modifications and the first one is Indus Lake Road.

(Ana): Thank you, (Anne). Indus Lake Road LLC, a real estate holding company affiliated with Indus Hospitality Group or IHG is renovating plungers in suites in the town of Suite New York, plans include renovating the current 21,000 square foot hotel into a branded 40 unit back western and in Suite – the project property is contiguous to a distressed census tract project was approved by the board in February of 2024 for mortgage reporting tax exemption, sales tax exemption on construction materials, furniture and fixtures and the jobs plus property tax abatement on the increase in investment due to renovation.

The applicant is seeking an extension of sales tax exemption through December 31, 2020, as the project has slowed down due to the COVID-19 pandemic.

(Anne): Okay, thanks, (Ana). So this is an extension on the sales tax exemption through defeat – I big your pardon? Okay, we should make – pardon?

Female: I think it was just feedback on the line.

(Anne): Okay. All right. So this is an extension on a sales tax exemption to December 31. And I will ask for a motion to approve that extension. Is there a motion to approve?

Male: I move.

(Ratt): Move, this is (Ratt).

(Anne): Okay, thank you (Ratt). And is there a second?

(Troy): (Troy), second.

(Lisa): Second. This is (Lisa).

(Anne): I think (Troy) got in there first, (Lisa). So thank you. Any additional comments, questions on the motion? All right, all those in favor say, aye.

Male: Aye.

Male: Aye.

Female: Aye.

(Anne): Opposed? Abstention? Okay, if not, motion carries. Thank you.

The next item is 337 University City Living. (Ana)?

(Ana): Did you want me to read the resolution on the previous or were there a motions to not read the resolution?

(Anne): I'm sorry, I skipped right over that. Is there, I guess we might as well go ahead and go ahead and read through the resolution.

(Ana): A regular meeting on the county of Monroe Industrial Development Agency was held at the agency's offices at 50 West Main Street Suite 1150 Rochester, New York 14614.

(Jay Polly): Make a motion to waive the reading and for the current and future modifications. It's (Jay).

(Ratt): Thank you, (Jay), is there a second?

(Troy): (Second).

(Anne): Okay, seconded by (Troy). Any additional comments, questions on that? How about in favor say, aye.

Male: Aye.

Male: Aye.

Male: Aye.

(Anne): Opposed? Motion carries. Okay, now, thank you. 337 University City Living

(Ana): 337 University City Living LLC or University, our real estate holding company is redeveloping 337 345 University Ave in the city of Rochester. The property located on University Ave between Union and Alexander Street has been vacant since late 2017. University is creating eight apartments, one of which will be affordable and ADA accessible as well as 41 climate controlled self-storage units in the basement.

The project was approved by the board in February of 2019 for mortgage recording tax exemption, down's tax exemption on construction materials, furniture and fixtures, and the job plus property tax abatement on the increase in investment due to renovation. The applicant is seeking an extension of sales tax exemptions through December 31, 2020 as the project has experienced delays due to the COVID-19 pandemic.

(Anne): Okay, thank you. Are there any questions on this modification? We're looking for an extension on the sales tax exemption to December 31, 2020. Hearing no questions, I'll ask for a motion to approve.

(Troy): Motion.

(Anne): Thank you, (Troy). Is there a second?

(Lisa): I'll second.

(Anne): Thank you, (Lisa). Any additional comments, questions on the motion? Hearing none, all those in favor say aye.

Male: Aye.

Male: Aye.

Female: Aye.

(Anne): Oppose? Abstention? Okay, motion carries. Thank you.

Next item is Buckingham – promises, properties. (Ana).

(Ana): Thank you. Buckingham Properties LLC or Buckingham, a commercial real estate and development company modernizing, is modernizing and renovating an existing 49,000 square foot commercial office building in the city of Rochester. The new anchor tenant is Calero Software LLC. The project was approved by the board in January of 2020 for tax exemption on construction materials as a job plus property tax abatement on the \$1.4 million building investment. The applicant is seeking an extension of sales tax exemption through June 30, 2021. As the project has experienced delays due to the COVID-19 pandemic, and is still in progress.

(Anne): Thank you, I meant to also thank Rachel for sending all of us ownership information and all of the projects just to refresh our memories. And that was I think, very helpful. Hopefully, everyone did see that. If there's any questions on ownership. Okay, any questions from the board on anything else on the Buckingham Properties? Hearing none, I'll ask for a motion to approve the extension on the sales tax extension through June 30, 2021.

(Ratt): So moved. (Ratt).

(Anne): Okay, thank you, (Ratt). Is there a second?

(Lisa): I'll second, (Lisa).

(Anne): Thank you, (Lisa). Any additional comments or questions? Okay. All those in favor say aye.

Male: Aye.

Female: Aye.

Male: Aye.

(Anne): Opposed? Abstention? Okay, motion carries. Thank you.

Calero Software LLC. (Ana)?

(Ana): Calero Software LLC is a new tenant in a building being renovated by Buckingham Properties LLC in the city of Rochester. The project was approved by the board in January of 2020 for sales tax exemption on materials, furniture, fixtures and equipment purchases on the \$850,000 investment. The applicant is seeking an extension of the sales tax exemption through December 31, 2020. As the project has experienced delays due to the COVID-19 pandemic.

(Anne): Okay, questions on this? All right, I'll ask for a motion to approve an extension of the sales tax exemption to December 31, 2020.

(Troy): (Troy), motion.

(Anne): Thank you, (Troy).

(Jay Polly): (Jay) seconds.

(Anne): Thank you, (Jay). Any additional comments, questions? All those in favor say, aye.

Male: Aye.

Female: Aye.

Male: Aye.

(Anne): Opposed? Abstention? Motion carries. Thank you. This is an efficient meeting. All right, next item (Ana), is Workplace Interiors.

(Ana): Thank you. Workplace Interiors, LLC is a commercial distributor of office furniture and related services for business, healthcare facilities, educational institutions and government. Workplace Interiors is consolidating its office and warehouse to one location in the city of Rochester. The project was approved by the board in December of 2019 for sales tax exemption on construction materials furniture, fixtures and equipment purchases on a \$1 million investment. The applicant is seeking an extension of sales tax exemption through December 31, 2020 as the project has experienced delays due to the COVID-19 pandemic.

(Anne): Thank you. Are there any questions from the board on that? Project? Okay, hearing none I'll ask for a motion to approve an extension of the sales tax exemption to December 31, 2020.

(Lisa): (Lisa) makes a motion.

(Anne): Thank you, (Lisa). Is there a second?

(Ratt): (Ratt), second.

(Jay Polly): (Jay), second.

(Anne): I think (Ratt) beat you, (Jay). Thank you, (Ratt). Any additional comments, questions? Hearing none, all those in favor say, aye.

Male: Aye.

Male: Aye.

Female: Aye.

(Anne): Opposed? Abstention? Motion carries. Thank you very much. All right, SPS Medical Supply Corp.

(Ana): SPS Medical Supply Corp or SPS is a manufacturer of biological indicators, chemical indicators and other products used to monitor sterilization of medical equipment. The company is constructing a 100,000 square foot addition to their 38,000 square foot facility in the town of Henrietta. The project was approved by the board in November of 2018 for the enhanced jobs plus property tax abatement, as well as sales tax exemption on construction materials, furniture and fixtures on the \$8 million investment. The applicant is seeking an extension of sales tax exemption through June 30, 2021 as the project has experienced delays due to COVID-19 pandemic.

(Anne): Okay, the significant investment certainly. Any questions from the board on SPS medical supply? Hearing none, I'll ask for a motion to approve an extension of the sales tax exemption through June 30, 2021.

(Jay Polly): So move, (Jay).

(Anne): Thank you, (Jay). Is there a second?

(Troy): (Troy), second.

(Anne): (Troy) thank you for your second. Any additional comments, questions? Hearing none, all those in favor say, aye.

Male: Aye.

Female: Aye.

Male: Aye.

(Anne): Opposed? Abstention? Okay motion carries. Thank you very much. Riverwood Tech Campus.

(Ana)?

(Ana): Thank you. Riverwood Tech Campus LLC is redeveloping the former Kodak marketing Education Center in the town of Henrietta. The project received board approval in October of 2015 for custom property tax abatement as well as sales and mortgage recording tax exemption, the project was approved for an extension on the sales tax exemption in 2019, as well as \$21.9 million increase in project costs in November of 2019. The applicant is seeking an extension of that sales tax exemption through June 30, 2021 as the project is still under construction.

(Anne): Okay. Phase Two is a significant investment, so. Okay, any question? All right, hearing none, I'll ask for a motion to approve the Riverwood Tech Campus modification.

(Ratt): So move, (Ratt).

(Anne): Thank you, (Ratt). Is there a second?

(Jay Polly): Second, (Jay).

(Anne): Thank you, (Jay). Any additional comments on the motion questions? Hearing none. All those in favor say aye.

Male: Aye.

Male: Aye.

Female: Aye.

Male: Aye.

(Anne): Opposed? Abstention? Okay, motion carries. All right, the next one is Panorama Landing. And they're asking for the motion on the approving a new tenants in an increase and an extension on the time, so. (Ana)?

(Ana): Thank you. Panorama Landing ...

Operator: Joining the meeting.

Kurt Sertl: Kurt Sertl.

(Ana): Panorama Landing, LLC a Domina Real Estate Development company received board approval in April 2016 for a \$9,935,000 redevelopment project of the former Washington Driving Theater Site in the town of Pittsburgh. Approximately 21 acre site is being developed into a new business park with five single story office building. In November of 2018, Panorama Landing received a

renewal of the sales tax exemption on the remainder of phase one as the approval had expired. The applicant is seeking an increase in the mortgage recording tax exemption to \$2,800,000 which results in mortgage recording tax savings of \$21,000 add an extension of the sales tax exemption through June 30, 2021 as the project continues to build out, in addition, the project is seeking approval for a new tenant, Whitney Company, a financial services company.

(Anne): Okay thank you, (Ana).

Kurt Sertl has joined he's the Director of Leasing. Kurt, are there any additional comments that you would like to make on this the project modification?

Kurt Sertl: Hi everybody Kurt Sertl here. Thank you for your time. Just want to give you an update on what's going on at the project. So the first building the 955 Panorama Building, that's the sheriff's substation that's up and financed and put to bed, not part of this application. So this application is 4957 and 959 Panorama Landing, which are each 24,000 square foot single tenants, singles – or I'm sorry, not single tenant, but single storey office buildings. Those are the additional buildings in phase one.

Right now, 957 is about 40% lease, and 959 is going to be about 60% leased when Whitney and Company moves in. Unfortunately, the first tenet and 959, which is U of R would not go into 957. They insisted on going into the building across the street. So we sent to U of R. We agreed to build the building across the street, and put them in that. So what we're looking to do is group those two buildings together from a mortgage standpoint, put a \$2.8 million base mortgage on those two buildings, and then as we lease the rest of those buildings up, hopefully over the next 12 months or so. We will put a second mortgage on those and put those to bed and then we'll move into phase two.

(Anne): Do you feel comfortable Kurt with potential tenants, by the states, once you complete the asset buildings?

Kurt Sertl: I will say this project has been slower than we would have liked out of the box and with the whole virus thing that we're all dealing with. I think that's kind of a difficult question to answer. I would hope that we would have this put to bed within 12 months but I just being honest, I do have some reservations just because we just don't know how the markets going to go here over the next 12 months.

(Ana): Yes.

(Anne): There are a lot of unknowns at this point, that's for sure.

Kurt Sertl: Right.

(Anne): But this is certainly a significant project and we appreciate that you're, you know, you're moving forward. Are there questions from the board on this modification for Panorama Landing?

(Jay Polly): Hey, Kurt, This is (Jay Polly). I have a question about the mortgage, the increase in the mortgage in looking at the revisions sheet that you provided. It looks like you're taking an additional 1.75 million out of equity and moving that to bank financing. Am I reading that, right? That looks like a kind of a cash out to me.

Kurt Sertl: That's correct. We've been built – we've generally our operation, our modus operandi is we build the buildings out of pocket, and then when we get to, you know, a point where we can put the financing on, we then do that so that is – with this \$2.8 million, we will be paying back some of our equity that's in those two buildings.

(Jay Polly): So it is a cash out, the increase?

Kurt Sertl: It's not a cash out. No, it's ...

(Jay Polly): Well, you are taking an identity, right?

Kurt Sertl: It's financing. The buildings have not been finance, you know, the buildings are built out of pocket.

(Jay Polly): Right. But you were building it out of equity now you're looking to put a mortgage against the equity. And basically, you know, pass that, you know, it is somewhat of a cash out. I mean, if you're ...

Kurt Sertl: I wouldn't call that a cash out in the, what I would consider to be the term of a cash out. This is a permanent financing facility that's going on the building.

(Jay Polly): Okay, I guess I don't necessarily see it that way but okay.

Kurt Sertl: Okay.

(Anne): Are there other question?

(Troy): Help me out. This is (Troy). So I'm the tactic section of the 696. What – how do we come to that number?

Kurt Sertl: I'm sorry, (Troy) ...

(Troy): So if the ((inaudible)) can increase in the mortgage recording tax exemption of 696,000. So that increase was because the two – what was it? The 957, the 9 ...

Rachel Baranello: This is Rachel. The summary sheet had a slight error on it. That's 696,000. The increase in the mortgage amount is 1.7 million. And so it's a \$2.8 million mortgage resulting in \$21,000 of savings.

(Troy): Okay ...

Rachel Baranello: We think that 696 might have been a holdover from a prior summary.

(Troy): Okay. Thank you.

Rachel Baranello: Sure.

Kurt Sertl: Yes, sorry (Troy), I don't have that summary sheet in front of me, so.

Rachel Baranello: So for the board, the original approval was for a mortgage of just over a million. The applicant is not closed on that mortgage. And the savings under that original approval were \$7800. This mortgage as we all know is for 2.8 and the resulting savings being 21,000. So roughly a \$12,000 increase in savings.

(Anne): It is 12 or 21?

Rachel Baranello: Well, we – they were already approved for 7800. So the difference between 21,000 and 7800.

(Anne): Okay, the amount that we're approving is the mortgage in the amount of 2.8 million and resulting savings in the mortgage recording tax of, what is the amount of the savings?

Rachel Baranello: The total amount of savings to the mortgage recording tax would be 21,000. The board previously approved 7800, yes.

(Anne): Okay, any other questions on this? Thank you, Rachel.

Rachel Baranello: Yes.

Male: Rachel, is it going to be possible to send out the updated information just to have as reference?

Rachel Baranello: Yes.

(Rubin): This is (Rubin). I'm going to do it right now and I apologize for not catching that last night.

Male: Thanks.

(Anne): Okay, any other questions, requests? If not, I will ask from – there's two motions on this, the first motion is to approve an extension of the sales tax exemption to June 30, 2021. And Whitney and Company as new tenant, your motion?

(Jay Polly): So move, (Jay).

(Anne): Thank you, (Jay). Is there a second?

(Ratt): Second, (Ratt).

(Lisa): Second, (Lisa).

(Anne): (Ratt), thank you. Any additional questions on this motion? Hearing none, I'll call for a vote. All those in favor say, aye.

Male: Aye.

Male: Aye.

Female: Aye.

(Anne): Opposed? Abstention? Okay, motion carries. Thank you. Thank you, Kurt for coming in. They're joining us on the line today. Yes?

Rachel Baranello: There's the second motion on ...

(Anne): Yes, yes, right, right. Second motion, thank you Rachel ...

Rachel Baranello: Sure.

(Anne): Yes, second motion is approved, the mortgage is the amount of 2.8 million, resulting in a mortgage recording tax savings of 21,000, I'll ask for a motion on that.

(Troy): (Troy), motion.

(Anne): (Troy), thank you. Is there a second?

Male: Second.

(Lisa): Seconded, (Lisa).

(Anne): Okay. Thank you, (Lisa). Any additional comments, questions on this motion? Hearing none, all those in favor say, aye.

Operator: Joining the meeting ...

Rob Moyer: Rob Moyer.

Female: Aye.

Male: Aye.

Male: Aye.

(Anne): Opposed?

(Jay Polly): (Jay) opposes.

(Anne): Okay. Any abstentions? And, (Ana) is an aye. I believe the motion carries, right, Rachel?

Rachel Baranello: Yes, it has.

(Anne): Okay. Great. Thank you, everyone. Thank you Kurt for joining us today. It's always helpful to

...

Kurt Sertl: Thank you everyone.

(Anne): ... have the lead person working on the project to be here to answer our questions, so. Thank you and continued success to you at the very big project.

Kurt Sertl: My pleasure.

(Anne): Okay, the next item is context solutions. And, (Ana), I'll turn it back to you.

(Ana): Thank you. ComTec Solutions, founded in 1995, is an information technology company that specializes in the implementation of enterprise resource planning, or ERP systems, for manufacturers, IT managed services and cloud hosting and ((inaudible)) 65 Elmgrove Park, LLC, a related entity of ComTec Solutions, is renovating a building in the Town of Gates. The applicant is seeking an increase in the sales tax exemption and the amount of \$90,000 on furniture and fixtures to accommodate future growth.

(Anne): Okay, has Robert Moyer joined us, the president?

Rob Moyer: Yes, I have.

(Anne): Thank you for joining us, and (Nita), we appreciate your being here. Is there any additions – Are there any additional comments that you'd like to make on this modification for ComTec?

Rob Moyer: Well, just as the – as the explanation was read, it's really around furniture and fixtures, the original estimate that we had was just that, it was an estimate. And as we got in and started having, you know, things quoted, and, you know, we're trying to build out for future expansion. So we're – we want to make sure that we're purchasing the right furniture now, make sure it all matches because we don't want to add things later. So it's a, you know, it's really around adding the space to have the, you know, the 80 or 90 years old people in that facility construction is, you

know, getting close to complete. We're hoping to move in mid end of July. And really that's all I wanted to add.

(Anne): Okay, great. Any questions from the board on this project? No additional questions.

Okay, I will ask for a motion to approve an increase in project cost in the amount of \$90,000 per ton ComTec Solutions LLC. There a motion?

(Troy): (Troy) move.

(Ratt): So move, (Ratt).

(Anne): Did I hear (Troy) and (Ratt) for first and second?

Male: Yes.

(Anne): Okay, thank you. Any additional questions on this? Call for a vote. All those in favor say, aye.

Male: Aye.

Female: Aye.

(Anne): Opposed? Abstention? Okay, motion carries. Thank you very much. And thank you, Rob for joining us today and continued success with you on and wrapping up this project.

Rob Moyer: Thank you very much. I appreciate your time.

(Anne): Thank you. Okay. I think that takes us to the end of our modifications for today and at this point, (Ana) is going to – our executive director is going to review several discussion items with us on first through rebooting Monroe ...

Operator: Joining the meeting.

(Anne): ... and taking a look at how we can enterprise to do well, in the future expand on some of our initiatives changed, some of our initiatives but through a proposal with PGR that will be reviewed for us today. We'll also talk about the Monroe County Emergency Small Business Support Program, an intern position and we'll have an update on the 10 program. So (Ana), do you want to kick us off on reboot Monroe proposal?

(Ana): Thank you. And I also want to recognize Erika Rosenberg has joined the call. She's the President and CEO of CGR. Just for some background I asked prior to the Finger Lakes region, entering phase one of reopening by the county executive to explore ways for us to initiate a reopening plan in advance of the pursuit of a comprehensive plan overall for the county as you're aware, at (Adelphi) came to this board and spoke about his desire to do – to initiate a comprehensive plan this year, renewing one that hadn't been updated since 1972 due to the COVID-19 pandemic, that larger plan had to be put on the back burner until lightly next year, not later this year.

And so, we decided that we wanted to take – we wanted to take a look internally at Monroe County operations identify opportunities for us to improve our service delivery and make adjustments to our structured in such a way that would better serve the workforce, residents and businesses of Monroe Country and the new reality that we find ourselves in as we move through phase three and through phase four hopefully, pursue post COVID world.

And what made the most sense for us was to reach out to CGR. The Center for Governmental Research was established in the early 20th century by George Eastman as the Bureau of Municipal Research to work specifically with the City of Rochester in Monroe County to help improve operations at that time. And since then, over 100 years later, CGR has become a best in class, consulting non-profit, working with municipal governments all over the United States, but in particular here in New York State and the organization brings a great deal of expertise as to how counties and municipalities and IDAs in New York can improve their operations.

We – the Department of Planning and Development and the IDA and the IDC, this capture has been in place for a long time. The only material changes that have really taken place over the last, I guess couple of decades have been really reduction in resources, reduction in staffing. We haven't – our revenue streams have grown through the IDA and the IDC.

But we really believe that there's a way for us to maximize our efficiency and look at best practices in other parts of the state and other parts of the county as to how other economic development organizations are functioning and adopt those ideas into our practices, such that we can best address the needs of our businesses and improve the economy post COVID. And CGR is our neighbor; they're located right down the street here on Main Street. And they're able to – they came to us with a proposal for a summer engagement under the amount of \$20,000. And I sent – I circulated the updated revised proposal just prior to this meeting, so I apologize for my tardiness and circulating that with you. But it should be in your email inboxes.

And with that, I'd like to turn to Erika Rosenberg to ask for her input and insights. Erika has spoken to myself and other members of our team to develop an understanding of what our needs are at the time and she can fit CGR's capabilities and their proposal.

Erika Rosenberg: Thanks (Ana), I appreciate it. Everybody can hear me, right?

Male: Yes.

(Anne): Yes, thanks for joining us Erika.

(Crosstalk)

Erika Rosenberg: Okay, it's good. I'm happy to be here with you guys on the phone and thanks so much for the opportunity to work together on this potential proposal.

So we basically did a call with (Ana) and some members of her team to better understand the needs that they see to take sort of a fresh look at the county's economic development and workforce development operation. It's a good time for us to engage with you all on this. We just completed a separate project for the Rochester Chamber doing a scan of workforce development efforts throughout our community and sort of looking at how they focus their efforts differently for different populations and what kind of results they get. And sort of the bigger question about how that whole sector might be more effective.

And it was interesting because that piece of work was done right before coronavirus struck.. So it's all kind of, you know, the status quo back in the before time, I guess we call it sometimes now. So it helped us to really get a good understanding of that landscape. And I think even though everything has kind of been turned upside down since then, it's a good launching pad for us to work with you on this project looking at, again, the county's role with workforce development and with economic development in general.

So the revised proposal that hopefully you got a little bit of a chance to look at sort of describes the process that we would use. And it includes all the pieces, I think you would expect to see sort of a document review, to understand operations and budgets, internal interviews with leaders

within the county, and then also the key external partners you see listed there, which would be in the workforce development and the economic development universe here in the county.

And then a little bit of looking outside of the county to, you know, benchmark operations a bit and look at potential best practices and other counties. And then synthesizing all that information and developing the specific recommendations you all are looking for, I think, around structure programs, practices, efficiency, how to track your progress and options for use of city place safe.

So we would be stamping this project with me kind of playing an overall, oversight role. But really the project would be carried out with our two staff members who are listed in the proposal. Dr. Kent Gardner, who I'm sure many of you are familiar with. He's been President, former President of CGR and then leading our economics, sorry, practice for years. And (Kieran Villa) who is relatively new to us as a research associate, but completed the work for the workforce development scam that I just described. So it's really kind of already immersed himself in this area. And that's who would be stamping the project.

And I think I misspoke very nicely about CGR in our capabilities. And hopefully, most of you are familiar with us. But we do a lot of this type of work for local governments across New York State and beyond in terms of looking at operations, looking at best practices, doing some comparative analysis and really trying to, you know, bring the best of what we have here in Monroe County, which is obviously what we care most about to other places, and also to learn from those other places and bring what we've learned they are here. So I think this hits right in our sweet spot. I think we do a really good job for you. I'm happy to respond to questions.

(Anne): So this is (Anne). Thanks for joining us, Erika. So I think what we're talking about will be some of us haven't actually seen them revised copy before the meeting. And I think as what (Ana), was reviewing with me, the document that we received, talked about engagement one and two, and one with more ...

Erika Rosenberg: Yes.

(Anne): ... community development, what we're talking about today is engagement two, which is economic and workforce development, right?

Erika Rosenberg: Yes, yes, that's right.

(Anne): Yes. And that's with the project costs of \$18,700, correct?

Erika Rosenberg: Yes. I think we're looking at a total project cost of \$20,000. (Ana) asked us to include a piece of the engagement one, the grand three search in with this piece. So I think we're looking at a total of 20.

(Anne): For both? Not the community development that more the grant?

Erika Rosenberg: Right, for the – for engagement two, plus that one little piece of engagement one around grants research.

(Anne): All right I see. Okay.

Erika Rosenberg: Yes. Hopefully that's ...

(Anne): (Ana), do want to expand on that?

(Ana): Certainly. So, the original proposal was phase one engagement was to focus on community development planning and our P tax program. And we felt that the priority in the short summer months that we have to accomplish the project, our priority should be on our economic

development programming, and the CIDC and COMIDA operations, our workforce development programs, as well as identification of the highest and best use of the city place business center, which is still pretty brand new. And the pursuit of research of grant opportunities for our department, especially the planning department, as they look to launch that larger comprehensive plan looking ahead into 2021.

So I just asked for sort of repackaging of the original proposal such that it entailed one engagement, and then we can come back to the drawing board afterwards and talk about next step once we have an action plan established, hopefully by September if the CGR team is able to work with us on that.

(Anne): Okay, and so the amount is 20,000.

(Ana): That's correct.

(Anne): Yes. Do you do we need a motion on that?

(Ana): Yes, we do.

(Anne): We do. That's what I thought. Okay. How about questions? Erika, we're excited about this.

We really look forward to taking a fresh look at all that we're doing in our local economy and with regard to workforce development, there are always better, more efficient ways of doing things.

And we appreciate (Ana) working with you on here to sort of enlighten us on what some other options might be. Are there any questions from the board for, Erika or (Ana)?

(Ratt): Yes. This is (Ratt). I have a question. Erika, would you be able to tell me how much the COVID-19 landscape changes that some may be temporary, some may be more permanent and long lasting, will be addressed in your research?

Erika Rosenberg: Great question. Yes. I mean, I think they would be strongly addressed in the research, right? But it's finding every proposal that I get that we're making to clients as CGR thing, you know, let's talk about COVID-19. I mean, I just think it's kind of up ended the universe in ways we couldn't imagine before. So yes, I think that's going to be a critical piece. You know, when we written that initial workforce development report that I described earlier, we were talking about a situation of near full employment, obviously that's just turned on its head.

So many people are out of work. So many small businesses are struggling and, you know, potentially going out of business. So yes, the search for best practices is not necessarily going to be able to uncover. I don't think at this point what you would call it best practice in relation to COVID-19 recovery because everybody's working on at the same time. But it certainly will be a topic of conversation and every one of the interviews that we do and in terms of eliciting people thinking about it.

(Ratt): Thank you.

(Anne): Other question for Erika or (Ana)? Okay, I will ask for a motion then to approve the \$20,000 expenditure with CGR as we look at assessing our economic and workforce development opportunities. Is there a motion to approve?

(Ratt): Motion.

(Anne): (Ratt), thank you. Is there a second?

(Lisa): I'll second, (Lisa).

(Anne): Thank you, (Lisa). Any other questions on the motion? All right. All those in favor say, aye.

Male: Aye.

Female: Aye.

Male: Aye.

(Anne): Opposed? Abstentions? Okay, motion carries. Thanks so much for joining us today, Erika, and we look forward to working with you on this and finding some magical solutions out there.

Erika Rosenberg: We'll do our best very happy to be working with you all. Thanks so much, and I'll talk to you soon.

(Anne): Thank you.

Erika Rosenberg: Bye-bye.

(Ana): Thank you all for being in support of this project. It's definitely something that county executive is eager to pursue. And this is his first year in office and we want the department and the two board, the work that we do to be reflective of this administration's priorities. And of course, we're in the midst of a global economic crisis. So now it's time for us to roll up our sleeves and figure out how we can improve our performance.

The next item on the agenda is an update on the Monroe County Emergency Small Business Support Program. Thus far, I'm very proud to report that we have issued loans to in the amount of in total, we've covered \$1.97 million and we've provided loans to more than 200 businesses because – excuse me 1.957 million and we wish executed on loans to over 200 businesses because handled applicants requested less than \$10,000. And primarily, these are retail

businesses, restaurants and salons and other service providers. An anecdote that I brought up in our prep call last week was about retail store, records store that had applied for the loan and is using it as we move through phase three as working capital to reopen to customers.

And now that we are looking ahead to tentatively June 26 to enter phase four many businesses are going to be eager to reopen to their customers and the capital that we provided them with is going a long way to help them out reopened successfully. We are planning to canvass and survey these loan recipients to find out how they're doing. How do they use the funds? Identify positive stories that we can then share hopefully with the county executive office.

But again, I appreciate the support of this board in helping to fund this loan program in partnership with the IDC. And I want to commend also (Lydia Ferr) and her and her team, Robin Finnerty, Rachel Baranello and (Alison Clark), of course, (Greg). We had a lot of a lot of support was an all hands on deck effort. We started pretty early March 26. We close the program on May 29. So received a total of 461 application. And (Leo) is giving us an update this morning that he's noticing on average that many of them have fewer than five employees. So these are small, very small businesses, micro enterprises that many of them otherwise wouldn't know proceed to PPP or an idle loan. So with that, I just want to again, convey my gratitude and let me know if you have questions.

(Anne): Yes, thank you, (Ana) and (Lydia). My goodness, that's what you've got two applications in for every three 200 businesses but 461 applications to wade through that. That's impressive and impressive amount of work.

(Ana): We're still cranking them out day by day. Some applicants haven't received their checks pay yet, but they're in processing.

(Anne): Okay, great. Congratulations on a terrific effort on that. We're making a difference, you know, in a difficult time, so right down to the smallest of businesses.

Okay.

(Ana): Thank you. Next up is discussion of our intern position. (Amy Cipolla) is our intern. She's paid through COMIDA. She works approximately 20 hours a week at a rate of \$12 an hour and she – her contracts with us was running up at the end of June. And she we approached her to see if she would be interested in working with us extending that contract for an additional six months and she says absolutely yes. And she's been tremendously helpful in supporting staff efforts to perform functions like data entry website update, customer relations. She's really a jack of all trades. So we've been delighted to have her. So, and we would be asking for a motion to approve the extension of our contract with (Amy), for an additional six months.

(Anne): Okay. Great. Any questions by the board? All right, I'll ask for a motion to approve the interim physician up to 15 hours per week at \$12 per hour during December 31, 2020.

(Jay Polly): So move, (Jay).

(Anne): Thank you, (Jay). Is there a second?

(Ratt): (Ratt).

(Anne): (Ratt), thank you. Any additional comments, questions? All those in favor say, aye.

Female: Aye.

Male: Aye.

(Anne): opposed? Abstentions? Okay, motion carries. Thank you. (10) Program. (Ana), you want to give us some background in this?

(Ana): We are happy to have (Jean Kate) with us here today for your report on an update on the 10 Program. We circulated in board packet materials, an update that (Jean) provided in writing. And with that, I'd like to pass it over to (Jean).

(Jean Kate): Hello everyone, with the entrepreneurs network I am grateful that you have the two-page summary that I put together after my conversation with (Ana) and (Allison) on Friday to understand what information would be most useful to you in understanding what we done in the past with our economic metrics and what is happening in 2020.

We are currently and feel free to interrupt if you have specific questions. We currently are underway with our COVID-19 impact program. This is an outreach effort to our 10 alumni in response to the alumni survey that we had conducted between February in the first week of April, and in that survey, the input that we were getting and 93 out of our 439 of entrepreneurs have responded 52% of their businesses were in jeopardy, 10% were actively seeking help and another 38% said that they were starting to make some adaptations.

This was happening concurrently with us launching what would have been class 28 for the spring cohort of the entrepreneurs' network. And what we were finding is that recruitment process was not as robust as it typically is. And it was in early April when I had the opportunity to regroup with (Ana), and (Allison) on zoom meeting. And basically, my recommendation was, in the same way that Angel Investors and VCs were doubling down in this crisis with their portfolio companies. I thought our efforts would be best served doubling down and supporting the over 400 alumni that the program had served to date.

So that's then the course of our action since April. I've recruited members, consultants to work with me on the COVID-19 response team. As of this week, we will have served six companies. Our goal is to serve at least 10 and the framework that we were working with (Ana) was to help provide our CEOs with an objective sounding board to help them evaluate their cash flow, their cash position. So they could not only survive the crisis, but also thrive on the other side. We are using dollars that we would have spent on 10 boot camps with instructors, program materials and catering, and the budget allocation that we're using for this new effort.

(Anne): Okay, thanks for your update. (Jean), are there any questions from the board?

Male: Hey, (Jean), this is a quick question. For the – it's my understanding that the firms that participate in the boot camp they provide some portion of the fee, right? Is that correct?

(Jean Kate): That is normally how we operate where the companies would pay a membership fee once they are approved to be part of the program. With this new initiative, we are not charging a fee to the company. And that was a conversation I had with (Ana), before we launched that we really wanted to make this resource available free of charge to best support our companies during this crisis because it's the first of its kind. It's not only an economic downturn, but the global pandemic and the public health crisis is affecting our companies and their employees in a way that many of them have never experienced, none of us have experienced in our lifetime.

Male: Yes, no question. No question about that. And can you give a sense on the sixth, you know, the companies that you're reaching out to? Have they reached out to you? Did you reach out to them? Are they the larger companies? The smaller companies? Are they all over the map? Any industries, in particular?

(Jean Kate): So the consultants that I'm working with as we were framing up this new initiative, we look first to those alumni who put their hand up in our annual survey and said, yes, I'm struggling. My

business is in jeopardy. I'm actively seeking help. And those were the companies that we were responding to with the new initiative. We also prioritize companies that were in the market today. They had revenues and had an employee so we were working to try to maximize their impact by helping employers with the most employees as a starting point in terms of how we are reaching out to people.

Male: Got it. Thank you.

(Anne): Other questions?

Male: I have a comment, (Anne).

(Anne): Yes.

Male: I think that I like the change in what you're doing the spring, because it certainly goes along with our small business support program. And I think that it just shows that that in crisis, we're willing to help. So I think you're to be commended for going in this direction.

(Jean Kate): Thank you for that feedback.

Male: You're welcome.

(Anne): Any other comments, questions for (Jean), or (Ana)? Okay, (Jean), thanks very much for being with us today. (Ana) if you have any other items.

Rachel Baranello: (Anne) this is Rachel. (Ana) had to leave for a meeting with the county executive.

(Anne): Well, okay. I thought it was a little quiet there. All right. Anything else that she might have wanted to bring up, Rachel? That's all I had on my agenda.

Rachel Baranello: That was all she had.

(Anne): Okay, and I don't have any further discussion items, if any of the members of the board have any new business that they'd like to bring up. If not, thanks again for joining us.

Our next meeting will be July 21, 2020, at noon. And we'll let you know where that might happen. If it does happen live or if we end up doing a teleconference again. So thanks, all of you for joining us today. And I'll ask for motion to adjourn.

(Lisa): So move.

(Anne): Thank you, (Lisa). Is there a second?

(Troy): (Troy).

(Anne): Okay, (Troy), thank you. All those in favor say, aye.

Female: Aye.

Male: Aye.

(Anne): Opposed? Okay, motion carries. Okay, thanks for the staff to for putting together these terrific agendas for us with all the detail that we need to make good decisions, and we value each and every one of you, so. Bye-bye.

Rachel Baranello: Thank you, (Anne).

(Anne): Thank you very much. Thanks to Rachel, who's our right arm on many occasions. So okay,
thank you, everyone.

Rachel Baranello: Thank you, have a good day.

Male: Bye-bye.

(Anne): Bye-bye.

END