



COUNTY OF MONROE  
**COMIDA**  
INDUSTRIAL DEVELOPMENT AGENCY

**GOVERNANCE COMMITTEE MEETING MINUTES**  
**November 5, 2024**

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

Board Present: A. Burr, J. Alloco, N. Jones, R. King

Also Present: L. Bolzner, H. Maffucci, R. Finnerty, A. Clark

Chair Burr called the meeting to order at 12:09 p.m.

The draft minutes of the October 15, 2024 meeting were presented. On motion by R. King, second by J. Alloco, all aye, the minutes were unanimously approved.

Chair Burr noted that Executive Director Liss submitted comments to the committee to be part of the record (attached). Based on these comments, Deputy Director Finnerty suggested the committee focus the discussion on the three action items and added a fourth action item.

1. Temporarily reset the affordable set aside to 10% as originally contemplated in COMIDA's Housing Policy pending results of comprehensive housing market study. This will allow stalled projects to move forward and provide flexibility for data-driven decision-making in the future;
2. Remove affordable set-aside requirement for applications seeking only sales and use tax exemptions and/or mortgage recording tax exemptions as these projects often serve different purposes than those seeking PILOT agreements and may not require the same level of affordable housing inclusion;
3. Commission a housing study as soon as possible to thoroughly analyze Monroe County's housing market and economic factors driving supply and demand. The study will help us craft a policy that balances the County's housing needs with support for economic growth and job creation;
4. Review income ranges used in the Housing Policy's definition of "affordable."

Deputy Director Finnerty started the discussion with the third action item regarding the housing study request for proposal (RFP). The housing study RFP was published last week and sent to three firms that staff knows have prepared housing studies in the past. Staff has heard back from one firm already. Interested responders need to contact COMIDA staff to receive a copy of the RFP, this enables staff to know who has the RFP and can keep track of updates. Proposals are due November 22<sup>nd</sup>. Staff will reconvene this committee in beginning of December for review.

The committee discussed temporarily resetting the affordable set aside to 10% pending the results of the housing study and removing the set aside for projects not seeing a real property tax abatement. After discussion, the committee determined that the housing policy should remain unmodified at this time, and will reconvene after the housing study is done to continue the discussion.

There being no further business to discuss, on motion by J. Alloco, second by N. Jones, all aye, the meeting of the Governance Committee was adjourned at 1:05 p.m.