



LIVINGSTON COUNTY  
DEVELOPMENT CORPORATION

LIVINGSTON COUNTY GOVERNMENT CENTER  
6 COURT STREET, ROOM 306  
GENESEO, NEW YORK 14454-1043


PHILIP BROOKS  
CHAIRMAN

PHONE: 585-243-7124  
FAX: 585-243-7126

PATRICK ROUNTREE  
DIRECTOR

JULIE MARSHALL  
DEPUTY DIRECTOR

LOUISE WADSWORTH  
DOWNTOWN COORDINATOR

Approved by \_\_\_\_\_ 

MINUTES  
LIVINGSTON COUNTY DEVELOPMENT CORPORATION  
DECEMBER MEETING  
Friday, December 7<sup>th</sup>, 2012  
Livingston County Government Center, Room 205, Geneseo, NY

**Members Attending:** P. Brooks, W. Bacon, S. Doerflinger, R. Smith, S. Boscoe, P. Yendell

**Staff Attending:** P. Rountree, J. Marshall, J. Coniglio, M. LaPoma

Chairman Brooks called the LCDC Meeting to order at 9:06 a.m. and welcomed everyone.

**APPROVAL OF MINUTES**

*Mr. Yendell moved, seconded by Mr. Smith, the approval of the LCDC November 2<sup>nd</sup>, 2012 Meeting Minutes. Carried.*

**TREASURER'S REPORT**

**-Financial Reports For Period Ending November 30<sup>th</sup>, 2012**

Ms. Marshall reviewed these for the Board and stated that activity was normal for the month. There is approximately \$500,000 in the revolving loan fund account with another approximate \$200,000 in money market funds. The final Main Street grant administration income from the Village of Dansville has been received. The Village of Lima grant administration is in process. The Village of Geneseo has made their first payment. We received \$3,750 from Mt. Morris for participation in the 2013 Villages Program. Instructor expenses were for the FastTrac class that ended in November. The remaining sign and façade grants have been paid. The program came in under budget. Main Street Grant Administration was budgeted to be \$60,000. Mr. Smith asked if we could expect to receive it this year and Ms. Marshall stated no. The administrative funding is drawn down as work is completed, however there will be more income in December. It is the final payment from the Village of Lima. Ms. Doerflinger recommended accruing funds in December for invoices that will actually be expended in January. Legal expenses were more this year due to tax abatement work. Mr. Brooks asked about the negative balances which are reflected and if the reports can be noted in some way. Ms. Marshall stated she would speak with the auditors about it.

*Mr. Boscoe moved, seconded by Mr. Smith, the approval of the Treasurer's Report for the period ending November 30<sup>th</sup>, 2012. Carried.*

## **REVOLVING LOAN FUND**

### **-Aging Report**

Ms. Marshall reviewed this for the board. Mr. Carlock d/b/a All Around Flower Shop has closed the business. His loan is two months past due. Underberg & Kessler has issued a demand letter to Mr. Carlock that the loan be paid in full. We use PathStone for loan collections and Mr. Carlock communicated to them he will pay \$40 per month. Ms. Marshall recommended to PathStone that Mr. Carlock communicate with us directly and that \$40 is not acceptable. He is currently working in Rochester. Mr. Brooks asked whether there is a faulty business plan or something else we missed. Mr. Smith stated he thought the issue was employing a floral designer. He was an absentee owner. He did get grant funding from Mt. Morris and will be required to pay the funds back. MiMi's Hair Salon has filed for bankruptcy. Higley Flow is sporadic on paying. The Petti matter is moving forward with foreclosure proceedings. It will probably take place in January. Mr. Regatuso has had difficulties due to a variety of things. Ms. Stringer is delinquent as well. We were able to refinance the Hand loan and as of January 1st we will electronically transfer the funds into our account. If this works smoothly, Ms. Marshall recommends doing this with all of our borrowers. We are in the process of closing on the DeAsis loan. *Mr. Smith moved, seconded by Mr. Boscoe, the approval of the aging report as presented. Carried.*

*Mr. Boscoe moved, seconded by Ms. Doerflinger, authorization to convene to executive session to discuss the financial status of specific businesses. Carried at 9:23 a.m.*

**Executive Session Called – 9:23 a.m.**

**Executive Session Ended – 9:36 a.m.**

Mr. Bacon entered at 9:25 a.m.

*Mr. Boscoe moved, seconded by Ms. Doerflinger, that executive session end. Carried at 9:36 a.m.*

### **-Loan Fund Application Review**

#### **Harmony Station, Inc.**

*Mr. Boscoe moved, seconded by Ms. Doerflinger, the approval of a \$75,000 loan to Harmony Station, Inc. Carried. Mr. Yendell abstained.*

#### **WB&C Stringer, Inc.**

*Mr. Bacon moved, seconded by Mr. Yendell, the approval of an approximate \$68,000 loan to WB&C Stringer, Inc. Carried.*

## **PROJECT UPDATES**

### **-New York Main Street Program**

Ms. Marshall stated Lima and Dansville will be monitored by the Office of Community Renewal on December 18<sup>th</sup> to close out their grants. She has met with both Village Clerks and the files are in order.

Geneseo NYMS projects are underway with one completed to date. The Villages of Nunda, Mt. Morris and Avon have applied for New York Main Street funding. Announcements have not yet taken place. Hurricane Sandy has delayed things.

Mr. Bacon stated that the Village of Dansville had their *Winter in the Village* event over the weekend and one business reported an 80% increase in sales. They sold 473 bracelets for the wine tasting tour. Mr. Smith feels there were easily 700 - 800 people in attendance.

#### **-SUNY Geneseo Intern Report**

The Main Street Managers provided reports on the activities they assisted with this Fall. Ms. Marshall hopes their efforts made a difference in the success of the holiday community programs.

Mr. Coniglio entered at 9:42 a.m.

The LCDC is currently looking for another intern for the Spring semester.

#### **-Downtown Revitalization Program**

Ms. Marshall pointed out the new brochure which outlines services offered. Mr. Rountree stated he had a meeting with all the school superintendents on the 485-N tax legislation. Because it was the first year of the property tax cap, discussions were postponed until now. The superintendents understand and support the legislation. The Village and Town will need to make the request to the Schools in order to adopt this. The communities who have already adopted the legislation are Dansville, Mt. Morris and Geneseo. He'll try to get a letter out. In the case of the other municipalities, Nunda Village adopted it but the Town had a conflict, Livonia hasn't started anything yet. He also talked to them about the affect of the property tax cap on PILOTS.

### **NEW BUSINESS**

#### **-Appointment of Executive Director**

*Mr. Yendell moved, seconded by Mr. Bacon, authorization to appoint Julie A. Marshall to the position of Executive Director effective January 1<sup>st</sup>, 2013. Carried. Congratulations to Julie!*

#### **-Authorization to Enter into Agreement with Livingston County**

This formalizes the relationship between the two organizations when transferring funds. The Public Services Committee approved it subject to the County Attorney's review. It should be in place by January 1, 2013. *Mr. Boscoe moved, seconded by Ms. Doerflinger, authorization to enter into agreement with Livingston County. Carried.*

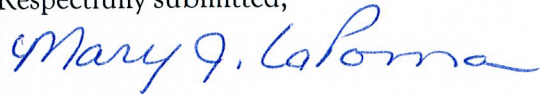
#### **-Authorization to Enter into Agreement with Livingston County Industrial Development Agency**

This formalizes the relationship between the two organizations when transferring funds. *Mr. Smith moved, seconded by Mr. Boscoe, authorization to enter into agreement with the Livingston County Industrial Development Agency. Carried.*

ADJOURNMENT

Mr. Bacon moved, seconded by Mr. Yendell, that the meeting adjourn. Carried at 9:51 a.m.

Respectfully submitted,



Mary J. LaPoma  
Administrative Assistant