



**Fairport Industrial Development Agency**  
Board of Directors Meeting

April 17, 2023  
MINUTES

**Board Members present:**

H. Kevin Clark, Chair  
Ken Rohr, Vice Chair  
Donna Stefano, Secretary/Treasurer  
Leslie White  
Excused: Rob Genthner

**Staff Present:**

Martha Malone, Executive Director

**Others Present:**

Edmund J. Russell III, Counsel  
Village Trustee Tracy Briggs

**I. Call to Order**

The regular meeting of the Fairport IDA Board of Directors was called to order by Chair Kevin Clark at 4:30pm. A quorum of Board members was present.

**II. Public Comment –** Village Trustee Briggs expressed interest in learning more about the Northwest Quadrant Study.

**III. Approval of Minutes**

A **MOTION** to approve the March 20, 2023 minutes was made by Leslie White, seconded by Donna Stefano, and passed unanimously.

**IV. Financial Reports**

- a. Resolution 2023- 04 Having reviewed the bills, A **MOTION** to authorize payment of bills was made by Ken Rohr, seconded by Donna Stefano, and passed unanimously.
- b. Cash Balances were reviewed and accepted.
- c. Investment Report was reviewed and accepted. Board Member Rohr noted that the investments were in compliance with investment requirements.
- d. Financial Statements were reviewed and accepted. Chair Clark requested information regarding the Interest Income variance to budget. The Executive Director will provide this to the Board prior to the next meeting.

**V. Old Business**

- a. RFP for Photography – A motion to authorize the Executive Director to negotiate a contract with Schlia Photography in accordance with his proposal was made by Leslie White, seconded by Donna Stefano and passed unanimously.

**VI. New Business**

- a. Thomas Creek Wetlands – Following a brief discussion the Executive Director will solicit a design proposal from GPI Inc. for the redesign/reconstruction of the entry/parking area of the Thomas Creek Wetlands. The intent of the redesign is to provide safer, more attractive access that makes a better connection to Liftbridge Lane East. Board Member Stefano asked that any plan include specific accommodation to address accessibility. The Executive Director will also reach out to the Village DPW to address the areas where the invasive

- plants are overtaking the public art/signage installation at the east end of the wetlands.
- b. Northeast Main Street Parking Lot – Discussion included consideration of additional tenants at The Cannery, impact on neighboring properties, prior FIDA investment that expanded parking to 111 spaces, preservation of green space, opportunity for Public Art. The Executive Director will reach out to BME Engineers for a proposal.
  - c. Board Vacancy - Following more than 20 years of dedicated service to our organizations, Board Member Ken Rohr announced his retirement from the Board. Chair Clark thanked Mr. Rohr for his valuable insights, guidance and counsel as Vice Chair and Audit Committee Chair. The Board will follow their Board Membership Guidelines Policy in seeking a replacement for Mr. Rohr.

**VII. Adjourn**

A **MOTION** to adjourn at 4:58pm was made by Ken Rohr, seconded by Donna Stefano, and passed unanimously.

*Next Meeting- May 15, 2023*