



Fairport Industrial Development Agency
Board of Directors Meeting

March 20, 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

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 at Village Hall.

II. Public Comment – None

III. Approval of Minutes

A **MOTION** to approve the January 17, 2023 minutes was made by Leslie White, seconded by Donna Stefano, and passed unanimously.

A **MOTION** to approve the February 27, 2023 minutes was made by Leslie White, seconded by Donna Stefano, and passed unanimously.

IV. Financial Reports

- a. Resolution 2023- 03 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.
- d. Financial Statements were reviewed and accepted.

V. Old Business

- a. UTEP Amendment – A Public Hearing on the proposed Uniform Tax Exemption Policy was held on December 19, 2022. Counsel Russell reviewed the Applicability paragraph and noted that the effective date of the policy is the date the Board adopts the policy. a **MOTION** to adopt the Uniform Tax Exemption Policy as amended was made by Leslie White, seconded by Donna Stefano. Chair Clark called for any further comments. Executive Director Malone shared Board Member Genthner’s comments regarding incentivizing a broad range of affordable/attainable housing opportunities. Board Member White reviewed the amendment process noting she believes the Policy can be influential and flexible. Chair Clark noted that the updated policy was a priority of the Economic Development Strategic Plan, and he thanked the Board for their efforts in this process. Following a brief discussion, the **MOTION** passed unanimously.

VI. New Business

- a. Photography Services – The Executive Director reviewed progress on the new website and reviewed a draft RFP for photography services, noting that she will also be reaching out to partner organizations to purchase/share existing images. Chair Clark asked that the RFP ensure that services beyond the initial deliverables will be at our discretion. Following a brief discussion, a **MOTION** to authorize the Executive Director to issue a Request For Proposals for photography services was made by Leslie White, seconded by Donna Stefano and passed unanimously. Proposals will be reviewed at the April 12, 2023 meeting.
- b. Northwest Quadrant Study Discussion - Executive Director reviewed the success of The Cannery project and its attendant parking issues. Following Board discussion, the Executive Director will contact the Northwest Quadrant Master Plan consultants and request proposals for a traffic study of the highly complex gateway intersection of North Main Street and High Street regarding traffic, parking and pedestrian safety. Additionally, FIDA will facilitate a stakeholder process. Representatives will include landlords, tenants, employees, patrons, neighboring businesses and residents.

VII. Adjourn

A **MOTION** to adjourn at 5:13pm was made by Leslie White, seconded by Donna Stefano, and passed unanimously.

Next Meeting- April 12, 2023