



**REGULAR MEETING:
February 15th, 2024; 8:30 am
MEETING CONDUCTED VIA HYBRID FORMAT
CANANDAIGUA TOWN HALL/ZOOM**

To unlock economic opportunities in Canandaigua and steward investment in order to foster an inclusive, vibrant, and sustainable community.

--CLDC Mission Statement

Record of Proceedings

1. Call to Order

Andy Griffith, President

Mr. Griffith called the meeting to order at 8:30 a.m.

2. Roll Call

Andy Griffith, President

In Attendance:

Terry Fennelly
Bob Taylor
Andy Griffith
Randy Farnsworth
Tracey Dello Stritto
Thomas Lyon

John Casey, Town of
Canandaigua
Matt Horn, MRB Group
Emma Falkenstein, MRB Group
Bob Palumbo, Mayor, City of
Canandaigua
Adeline Rudolph, Town of
Canandaigua
Jared Simpson, Town Supervisor
Michael Mills, City of
Canandaigua*

Others Present:

Shawna Bonshak, Assistant City
Manager, City of Canandaigua

3. Approval of Minutes

Andy Griffith, President

Motion to approve the January 2024 meeting minutes pending edits by Mr. Lyon, second by Mr. Farnsworth. Motion carried unanimously.

4. Financial Report

Bob Taylor, Treasurer

Mr. Taylor reviewed the February 2024 financial report. He noted that he finalized the MRB Group balance from 2023 and has begun to fulfill the commitments from the 2024 administration contract and grant administration of the Market NY grant. He noted that the balance sheet reflects invoices sent to the City & Town. Mr. Taylor stated that the audit and final report are complete. The financial statements reflect all material respects and the financial position of the CLDC as of December 31st, 2023.

Mr. Taylor indicated that he converted a 6-month CD into 1-month CDs as they are paying higher rates temporarily and the CLDC needs to have cash available to fulfill its financial obligations.

Motion to approve the February 2024 financial report by Mr. Farnsworth, second by Mr. Fennelly. Motion carried unanimously.

5. Other Reports and Priority Business

Matt Horn, Executive Director

a. Infrastructure

Mr. Horn noted the CLDC's role in gathering a large group of stakeholders back in February 2023 with the help of County, City, and Town leadership to look at water and wastewater infrastructure as a regional issue. Mr. Horn indicated that this meeting was the launching point for the CLDC's role as an infrastructure leader. Mr. Horn noted that the CLDC's presentation to the Ontario County BOS in December reinforced this leadership desire and that the County and BOS are on board with additional infrastructure discussions.

Mr. Horn noted that he's been meeting with County Staff who want the recently released housing study to guide the County's infrastructure discussion.

Mr. Horn noted that NYS released the WIIA (Water Infrastructure Improvement Act) grant early this year. He indicated that the County has already reached out regarding how it can be supportive of the City's efforts. Ms. Bonshak noted that the City will be managing its WIIA application and their consultant team is currently working on designing and scoping the project.

Ms. Bonshak and Mr. Horn emphasized that water treatment plants take a lot of planning, time, and money to complete and that the County will be a vital partner in the process.

The CLDC engaged in a discussion regarding the current operating capacity of the City's treatment plant and how the proposed project intends to increase the capacity from 9 to 12 million gallons/day. Ms. Bonshak indicated that part of the City's water quality problem comes from illicit inflow and infiltration (I&I) from holes in the pipes. Part of the issue is determining where the holes are coming from as the I&I impacts the plant, but leaks are not necessarily from the City or Town's pipes.

Mayor Palumbo noted that the City is currently working on addressing many of these issues and identifying current and potential problems.

b. Winter in Canandaigua

Mr. Horn noted that the Market NY grant is continuing to move forward. He has been regularly meeting with Ms. Chaaple, Ms. Knoblauch, and Ms. Dello Stritto regarding the grant efforts. He noted Ms. Knoblauch's role in coordinating the marketing and advertising efforts with Agency 29.

Mr. Horn stated that ESD approved the reallocation of approximately \$10,000 for a project/logistics coordinator role which will be filled by Jessica Thompson. He noted that Ms. Chaaple's 2024 Fire & Ice festival will be the first of the events supported by the Market NY grant. Mr. Horn stated Ms. Knoblauch is coordinating the ESD and ILoveNY regulations for the marketing. Mr. Horn indicated that the CLDC will invoice the Finger Lakes Visitors Connection to get an advance on the funds to get the grant reimbursement process flowing.

c. Strategic Communication

The CLDC engaged in discussion regarding reaching out to the City Council and Town Board to reassess the alignment of their priorities with the CLDC. Mr. Griffith indicated that the CLDC needs to start discussions regarding sustainability for the future, and will be scheduling a meeting soon.

Mr. Horn indicated that MRB Group could put together a survey and distribute it with the annual report to introduce the new folks to the CDLC. The board emphasized the need to advertise the role of the CLDC in advancing City and Town objectives.

Mr. Fennelly noted that he has seen a lot of growth in the CLDC over the past couple of years and is hopeful for its role in advancing strategic priorities moving forward.

d. Downtown Revitalization Initiative

Mr. Horn noted local stakeholders have been meeting to discuss Canandaigua's approach to the DRI. The group is interested in exploring who else should be involved in the process. Mr. Horn noted that the group met with the Mayor of the Village of Perry recently to discuss their application strategy.

e. City Update

Ms. Bonshak noted that the City received a NY Main Street Technical assistance grant and has over 15 applications from Main Street property owners. She noted that the City is in the process of picking 4-5 property owners for the grant.

f. Town Update

Supervisor Simpson noted that the Town recently completed a watershed improvement project near Happiness House to improve drainage and flood prevention. He noted that the Town has identified five to six spots for water remediation and water containment which will be partially funded through a watershed grant. Supervisor Simpson also noted that the Town is reviewing a proposal for a multisport complex that will have an indoor gym and turf facilities.

Mr. Farnsworth noted that the inclusive playground opening is coming up and the Town is tying up loose ends. Mr. Farnsworth inquired about the next CFA cycle.

g. Ontario County Chamber

Ms. Dello Stritto noted that she attended the FLREDC meeting last week to see how the Chamber can support regional efforts.

Mr. Farnsworth noted that he and Ms. Dello Stritto recently met with the Director of the Finger Lakes Chamber of Commerce (formerly the Geneva Chamber). Ms. Dello Stritto noted that the FLX Chamber is focusing on marketing and PR whereas the Ontario County Chamber will be focusing on convening groups, supporting businesses through education, and other community building efforts. She also noted that the Chamber will be working with Mr. Davis from the County regarding workforce development opportunities. Mr. Farnsworth noted that he's working on how the Chamber can help amplify and build support for the work of the CDLC.

6. Other Business

Mr. Fennelly requested clarification regarding “shovel ready” sites for development. Mr. Horn indicated that shovel ready means many different things depending on context but that the CLDC can explore refining some situational definitions.

7. Privilege of the Floor

No privilege of the floor.

8. Adjournment

Andy Griffith, President

Motion to adjourn at 10:04 by Mr. Lyon, second by Mr. Farnsworth. Motion passed unanimously.

9. Next Meeting:

Regular Monthly Meeting – March 21st, 2024; 8:30 am