

CANANDAIGUA

LOCAL DEVELOPMENT CORPORATION

January Organizational Prep Meeting – Member Appointments

January 21, 2021; 10:00a

MEETING HELD BY ZOOM

PUBLIC DIAL-IN INFO: (646) 876-9923

MEETING ID: 982 2450 1758 / PASSWORD: 1462014620

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

--CLDC Mission Statement

AGENDA

- | | | |
|----|---|------------------------------|
| 1. | Call to Order | Carl Steinbrenner, President |
| 2. | Roll Call | Carl Steinbrenner, President |
| 3. | Acknowledgment of 2021
Member Appointments | Carl Steinbrenner, President |
| 4. | Adjournment | Carl Steinbrenner, President |

Next Regular Meeting: February 18, 2021; 10a

CANANDAIGUA

LOCAL DEVELOPMENT CORPORATION

January Organizational Meeting

January 21, 2021; 10:10a

MEETING HELD BY ZOOM

PUBLIC DIAL-IN INFO: (646) 876-9923

MEETING ID: 982 2450 1758 / PASSWORD: 1462014620

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--CLDC Mission Statement

AGENDA

1. **Call to Order** Carl Steinbrenner, President
2. **Roll Call** Carl Steinbrenner, President
3. **Privilege of the Floor**
4. **Organizational Meeting Items** Matt Horn
 - a. Election of Officers
 - b. Appointment of Committees
 - c. Board Evaluations
 - d. Review of Policies
 - e. Review of Bylaws
 - f. Review of Mission Statement and Performance Measures
5. **Resolutions and Motions**
6. **Other Business**
7. **Privilege of the Floor**
8. **Adjournment** Carl Steinbrenner, President

Next Regular Meeting: February 18, 2021; 10a

CANANDAIGUA

LOCAL DEVELOPMENT CORPORATION

Regular Meeting

January 21, 2021; 10:45a

MEETING HELD BY ZOOM

PUBLIC DIAL-IN INFO: (646) 876-9923

MEETING ID: 982 2450 1758 / PASSWORD: 1462014620

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--CLDC Mission Statement

AGENDA

1. **Call to Order** Carl Steinbrenner, President
2. **Roll Call** Carl Steinbrenner, President
3. **Privilege of the Floor**
4. **Approval of Meeting Minutes** Carl Steinbrenner, President
 - a. December 17, 2020
5. **Financial Report** Bob Taylor, Treasurer
6. **Committee Reports**
 - a. Governance Committee
 - b. Finance Committee
7. **Operations Report**
 - a. Strategic Action Plan updates
 - S1: Central on Main Matt Horn
 - S2: Downtown Ground Fl. Activation Ethan Fogg / Bob Taylor

- S3: Market-Ready Buildings Matt Horn
- S4: Downtown Residential Dev. Matt Horn
- S5: Waterfront Active Transportation John Goodwin
- S6: Pinnacle North Matt Horn
- S7: 10 Chapin Street John Goodwin
- S8: Virtual Canandaigua Ethan Fogg/Matt Horn

8. Other Reports and Priority Business

- a. Canandaigua Beverage Trail Matt Horn / Brooke Mayer
- b. New York Main Street Application Matt Horn / Brooke Mayer

9. Resolutions and Motions

10. Other Business

11. Privilege of the Floor

12. Adjournment Carl Steinbrenner, President

Next Regular Meeting: February 18, 2021; 10a

CANANDAIGUA

LOCAL DEVELOPMENT CORPORATION

Regular Meeting

February 18, 2021; 10a

MEETING HELD BY ZOOM

PUBLIC DIAL-IN INFO: (646) 876-9923

MEETING ID: 967 8874 0735 / PASSWORD: 275579

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

--CLDC Mission Statement

AGENDA

1. **Call to Order** Jim Terwilliger, President
2. **Roll Call** Jim Terwilliger, President
3. **Privilege of the Floor**
4. **Approval of Meeting Minutes** Jim Terwilliger, President
 - a. January 21, 2021 – Members Meeting
 - b. January 21, 2021 – Organizational Meeting
 - c. January 21, 2021 – Regular Meeting
5. **Financial Report** Bob Taylor, Treasurer
6. **Committee Reports**
 - a. Governance Committee
 - b. Finance Committee
 - c. Organizational Committee Carl Steinbrenner/ Brooke Mayer

d. Canandaigua Beverage Trail Committee Cathy Menikotz / Brooke Mayer

7. Operations Report

a. Strategic Action Plan updates	Matt Horn
• S1: Central on Main	Ethan Fogg / Bob Taylor
• S2: Downtown Ground Fl. Activation	Matt Horn
• S3: Market-Ready Buildings	Matt Horn
• S4: Downtown Residential Dev.	Matt Horn
• S5: Waterfront Active Transportation	John Goodwin
• S6: Pinnacle North	Matt Horn
• S7: 10 Chapin Street	John Goodwin
• S8: Virtual Canandaigua	Ethan Fogg/Matt Horn

8. Other Reports and Priority Business

a. Town Lakefront Acquisitions	Doug Finch
b. Town Comprehensive Plan	Doug Finch / Matt Horn
c. Tom's Mobile site	John Goodwin
d. Acknowledgement of Fiduciary Duties Form	Matt Horn
e. Board Retreat	Brooke Mayer

9. Resolutions and Motions

10. Other Business

11. Privilege of the Floor

12. Adjournment

Jim Terwilliger, President

Next Regular Meeting: March 18, 2021; 10a

CANANDAIGUA

LOCAL DEVELOPMENT CORPORATION

Board of Directors Retreat

March 11, 2021; 10a

In Person: Hurley Building, 205 Saltonstall Street, Canandaigua

Remotely via Zoom: Dial-in Info: (646) 876-9923

Meeting ID: 930 1586 0505 / Passcode: 3819250

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

--CLDC Mission Statement

AGENDA

1. **2020-2021 Strategic Imperatives Framework** (30 minutes)
2. **2021-2022 Strategic Priorities** (90 minutes)
 - a. Overview
 - i. Effort allocation
 - ii. Performance metrics
 - b. City Strategic Development Sites
 - i. Approach
 - ii. Measurables
 - c. Town Strategic Development Sites
 - i. Approach
 - ii. Measurables
 - d. Canandaigua Beverage Trail
 - i. Approach
 - ii. Measurables
3. **Break** (15 minutes)
4. **Organizational Framework** (30 minutes)
 - a. Process for changing course / evaluating new projects
 - b. Financial sustainability
5. **Wrap-up and Look-ahead** (15 minutes)

CANANDAIGUA

LOCAL DEVELOPMENT CORPORATION

Regular Meeting

March 18, 2021; 10a

MEETING HELD BY ZOOM

PUBLIC DIAL-IN INFO: (646) 876-9923

MEETING ID: 955 3365 7679/ PASSCODE: 922498

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

--CLDC Mission Statement

AGENDA

1. **Call to Order** Jim Terwilliger, President
2. **Roll Call** Jim Terwilliger, President
3. **Privilege of the Floor**
4. **Approval of Meeting Minutes** Jim Terwilliger, President
 - a. February 18, 2021 Regular Meeting
5. **Financial Report** Bob Taylor, Treasurer
6. **Committee Reports**
 - a. Organizational Committee Carl Steinbrenner
 - b. Canandaigua Beverage Trail Committee Cathy Menikotz
 - c. Governance Committee Matt Horn
 - d. Finance Committee Matt Horn

7. Operations Report

a. 2021-2022 Priorities

Matt Horn

8. Other Reports and Priority Business

a. PARIS Reporting

Matt Horn

b. Public Employee Protection Plan

Matt Horn

c. Website

Matt Horn / Brooke Mayer

9. Resolutions and Motions

d. Resolution adopting the Public Employee Protection Plan

e. Resolution adopting the 2021-2022 Priorities

10. Other Business

11. Privilege of the Floor

12. Executive Session

Required for the purpose of discussing matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation;

13. Adjournment

Jim Terwilliger, President

Next Regular Meeting: April 15, 2021; 10a



Regular Meeting
April 15, 2021; 10a
MEETING HELD BY ZOOM
PUBLIC DIAL-IN INFO: (646) 876-9923
MEETING ID: 933 0294 6677 / PASSCODE: 847485

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

AGENDA

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|---|-------------------------------|
| 1. Call to Order | Jim Terwilliger, President |
| 2. Roll Call | Jim Terwilliger, President |
| 3. Privilege of the Floor | |
| 4. Approval of Meeting Minutes | Jim Terwilliger, President |
| a. March 18, 2021 Regular Meeting | |
| 5. Financial Report | Bob Taylor, Treasurer |
| 6. Committee Reports | |
| a. Organizational Committee | Carl Steinbrenner |
| b. Canandaigua Beverage Trail Committee | Cathy Menikotz / Brooke Mayer |

7. Operations Report

a. 2021-2022 Priorities / Retreat Recap

Brooke Mayer

- Pinnacle North
- 10 Chapin Street
- Tom's Mobil
- NY 322 Corridor
- Canandaigua Craft Beverage Trail

b. Ongoing Work

Brooke Mayer

8. Other Reports and Priority Business

a. PARIS Report Filing

Brooke Mayer

9. Resolutions and Motions

10. Other Business

11. Privilege of the Floor

13. Adjournment

Jim Terwilliger, President

Next Regular Meeting: May 20, 2021; 10a



Regular Meeting
June 17, 2021; 10a
MEETING HELD BY ZOOM
PUBLIC DIAL-IN INFO: (646) 876-9923
MEETING ID: 994 5588 2068 / PASSCODE: 624127

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

AGENDA

- | | |
|---|----------------------------|
| 1. Call to Order | Jim Terwilliger, President |
| 2. Roll Call | Jim Terwilliger, President |
| 3. Privilege of the Floor | |
| 4. Approval of Meeting Minutes | Jim Terwilliger, President |
| a. April 15, 2021 Regular Meeting | |
| 5. Financial Report | Bob Taylor, Treasurer |
| a. 2020 Audit Report | |
| 6. Committee Reports | |
| a. Organizational / Bylaws Committee | Carl Steinbrenner |
| b. Canandaigua Beverage Trail Committee | Cathy Menikotz |

7. Operations Report

- a. 2021-2022 Priorities Matt Horn
 - Pinnacle North
 - 10 Chapin Street
 - Tom's Mobil
 - NY 322 Corridor
 - Canandaigua Craft Beverage Trail (covered above)

- b. Ongoing Activities Matt Horn
 - Canandaigua Waterfront Active Transportation Plan
 - New York Main Street Grant

8. Other Reports and Priority Business

9. Resolutions and Motions

- a. Proposed Amendments to the bylaws Matt Horn / Brooke Mayer

10. Other Business

11. Privilege of the Floor

- 13. Adjournment** Jim Terwilliger, President

Next Regular Meeting: July 15, 2021; 10a



**Regular Meeting
July 15, 2021; 10a
Canandaigua Town Hall, Oriana Room**

*To unlock economic opportunities in Canandaigua and steward investment in order to foster an inclusive, vibrant, and sustainable community.
--CLDC Mission Statement*

AGENDA

- | | |
|---|----------------------------|
| 1. Call to Order | Jim Terwilliger, President |
| 2. Roll Call | Jim Terwilliger, President |
| 3. Privilege of the Floor | |
| 4. Approval of Meeting Minutes | Jim Terwilliger, President |
| a. June 17, 2021 Regular Meeting | |
| 5. Financial Report | Bob Taylor, Treasurer |
| 6. Committee Reports | |
| a. Organizational / Bylaws Committee | Carl Steinbrenner |
| b. Canandaigua Beverage Trail Committee | Cathy Menikotz |
| 7. Operations Report | |
| a. 2021-2022 Priorities | Matt Horn |
| • Pinnacle North | |
| • 10 Chapin Street | |
| • Tom's Mobil | |
| • NY 322 Corridor | |

- Canandaigua Craft Beverage Trail (covered above)

- b. Ongoing Activities Matt Horn
- Canandaigua Waterfront Active Transportation Plan
 - New York Main Street Grant

8. Other Reports and Priority Business

- a. Remote Attendance Policy Matt Horn

9. Resolutions and Motions

- a. Proposed Amendments to the bylaws Matt Horn / Brooke Mayer

10. Other Business

11. Privilege of the Floor

- 13. Adjournment** Jim Terwilliger, President

Next Regular Meeting: August 19, 2021; 10a



**Regular Meeting
August 19, 2021; 10a
Canandaigua Town Hall, Oriana Room**

*To unlock economic opportunities in Canandaigua and steward investment in order to foster an inclusive, vibrant, and sustainable community.
--CLDC Mission Statement*

AGENDA

- | | |
|---|----------------------------|
| 1. Call to Order | Jim Terwilliger, President |
| 2. Roll Call | Jim Terwilliger, President |
| 3. Privilege of the Floor | |
| 4. Approval of Meeting Minutes | Jim Terwilliger, President |
| a. July 15, 2021 Regular Meeting | |
| 5. Financial Report | Bob Taylor, Treasurer |
| 6. Committee Reports | |
| a. Organizational / Bylaws Committee | Carl Steinbrenner |
| b. Public Relations Committee | Matt Horn |
| c. Canandaigua Beverage Trail Committee | Cathy Menikotz |
| 7. Operations Report | |
| a. 2021-2022 Priorities | Matt Horn |
| • Pinnacle North | |
| • 10 Chapin Street | |

- Tom's Mobil
- NY 322 Corridor
- Canandaigua Craft Beverage Trail (covered above)

- b. Ongoing Activities Matt Horn
- Canandaigua Waterfront Active Transportation Plan
 - New York Main Street Grant

8. Other Reports and Priority Business

- a. Remote Attendance Policy Matt Horn

9. Resolutions and Motions

- a. Authorization to Expend Funds—2021 DRI Application Matt Horn

10. Other Business

11. Privilege of the Floor

13. Adjournment

Jim Terwilliger, President

Next Regular Meeting: September 16, 2021; 10a



Regular Meeting
September 16, 2021; 10a
Canandaigua Town Hall, Oriana Room

ZOOM LOGIN INFO: <https://rb.gy/kzyhmm>

Meeting ID: 894 1631 5576
Passcode: 354390

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

AGENDA

- | | |
|---------------------------------------|----------------------------|
| 1. Call to Order | Jim Terwilliger, President |
| 2. Roll Call | Jim Terwilliger, President |
| 3. Privilege of the Floor | |
| 4. Approval of Meeting Minutes | Jim Terwilliger, President |
| a. August 19, 2021 Regular Meeting | |
| 5. Financial Report | Bob Taylor, Treasurer |
| 6. Committee Reports | |
| a. Organizational / Bylaws Committee | Carl Steinbrenner |
| b. Public Relations Committee | Matt Horn |

c. Canandaigua Beverage Trail Committee Cathy Menikotz

7. Operations Report

a. 2021-2022 Priorities Matt Horn

- Pinnacle North
- 10 Chapin Street
- Tom's Mobil
- NY 322 Corridor
- Canandaigua Craft Beverage Trail (covered above)

b. Ongoing Activities Matt Horn

- Downtown Revitalization Initiative Applications
- Canandaigua Waterfront Active Transportation Plan
- New York Main Street Grant

8. Other Reports and Priority Business

a. Updates to Open Meetings Law Matt Horn

9. Resolutions and Motions

10. Other Business

11. Privilege of the Floor

13. Adjournment Jim Terwilliger, President

Next Regular Meeting: October 21, 2021; 10a



Regular Meeting
October 21, 2021; 10a
Canandaigua Town Hall, Oriana Room

ZOOM LOGIN INFO: <https://rb.gy/kzyhmm>

Meeting ID: 894 1631 5576
Passcode: 354390

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

AGENDA

1. **Call to Order** Jim Terwilliger, President
2. **Roll Call** Jim Terwilliger, President
3. **Privilege of the Floor**
4. **Approval of Meeting Minutes** Jim Terwilliger, President
 - a. September 16, 2021 Regular Meeting
5. **Financial Report** Bob Taylor, Treasurer
6. **Committee Reports**
 - a. Organizational / Bylaws Committee
 - b. Public Relations Committee

c. Canandaigua Beverage Trail Committee

7. Operations Report

a. 2021-2022 Priorities Matt Horn

- Pinnacle North
- 10 Chapin Street
- Tom's Mobil
- NY 322 Corridor
- Canandaigua Craft Beverage Trail (covered above)

b. Ongoing Activities Matt Horn

- Downtown Revitalization Initiative Applications
- Canandaigua Waterfront Active Transportation Plan
- New York Main Street Grant

8. Other Reports and Priority Business

a. Adoption of the FY 2022 Budget

9. Resolutions and Motions

10. Other Business

11. Privilege of the Floor

13. Adjournment

Jim Terwilliger, President

Next Regular Meeting: November 18, 2021; 10a



**Regular Meeting
November 18, 2021; 10a
Canandaigua Town Hall, Oriana Room**

ZOOM LOGIN INFO: <https://rb.gy/b1km74>

**Meeting ID: 850 3351 6125
Passcode: 355646**

*To unlock economic opportunities in Canandaigua and steward investment in order to foster an inclusive, vibrant, and sustainable community.
--CLDC Mission Statement*

AGENDA

1. **Call to Order** Jim Terwilliger, President
2. **Roll Call** Jim Terwilliger, President
3. **Privilege of the Floor**
4. **Approval of Meeting Minutes** Jim Terwilliger, President
 - a. October 21, 2021 Regular Meeting
5. **Financial Report** Bob Taylor, Treasurer
6. **Committee Reports**
 - a. Organizational / Bylaws Committee
 - b. Public Relations Committee

7. Operations Report

- a. 2021-2022 Priorities Matt Horn
 - Pinnacle North
 - 10 Chapin Street
 - Tom's Mobil
 - NY 322 Corridor
 - Canandaigua Craft Beverage Trail

- b. Ongoing Activities Matt Horn
 - Downtown Revitalization Initiative Applications
 - Canandaigua Waterfront Active Transportation Plan
 - New York Main Street Grant
 - Wayfinding/Parking Study

8. Other Reports and Priority Business

- a. Presentation on Uptown Business Improvement District Concept
- b. Updates on Board Member Appointments
- c. Annual Board Evaluation

9. Resolutions and Motions

10. Other Business

11. Privilege of the Floor

13. Adjournment

Jim Terwilliger, President

Next Regular Meeting: December 16, 2021; 10a



**Regular Meeting
December 16, 2021; 10a
Canandaigua Town Hall, Oriana Room**

ZOOM LOGIN INFO: <https://bit.ly/3yglu1b>

**Meeting ID: 890 7674 7924
Passcode: 968382**

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--CLDC Mission Statement*

AGENDA

1. **Call to Order** Jim Terwilliger, President
2. **Roll Call** Jim Terwilliger, President
3. **Privilege of the Floor**
4. **Approval of Meeting Minutes** Jim Terwilliger, President
 - a. November 18, 2021 Regular Meeting
5. **Financial Report** Bob Taylor, Treasurer
6. **Committee Reports**
 - a. Organizational / Bylaws Committee
 - b. Public Relations Committee

7. Operations Report

- a. 2021-2022 Priorities Matt Horn
 - Pinnacle North
 - 10 Chapin Street
 - Tom's Mobil
 - NY 322 Corridor
 - Canandaigua Craft Beverage Trail

- b. Ongoing Activities Matt Horn
 - Downtown Revitalization Initiative Applications
 - Canandaigua Waterfront Active Transportation Plan
 - New York Main Street Grant
 - Wayfinding/Parking Study

8. Other Reports and Priority Business

- a. Discussion Surrounding Familiarization Tour
- b. Annual Board Evaluation

9. Resolutions and Motions

10. Other Business

11. Privilege of the Floor

13. Adjournment

Jim Terwilliger, President

Next Regular Meeting: January 13, 2021; 10a (ORGANIZATIONAL MEETING)