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WYOMING COUNTY
Innovative Solutions for Business Growth

GOVERNANCE COMMITTEE MEETING
WYOMING COUNTY IDA BOARD OF DIRECTORS

Thursday, September 17, 2026 - 12:00 PM
(following the Governance Committee Meeting)
at River Spring Lodge, 1961A Church Road, Attica, NY

MEETING AGENDA

1. **Roll call to establish quorum**
2. **Review and Approve Committee Minutes**
   A) Review and approve the Minutes from the September 11, 2025 Governance Committee Meeting
3. **Recommendations to the IDA Board of Directors**
   A) Appointment of IDA Board of Director Officers
      i) Recommend slate of officers for adoption (Board Chair, Vice-Chair, Secretary, Treasurer)

   B) Appointment of Governance Committee Members
   C) Appointment of Finance Committee Members
   D) Review Agency Governance Policies
      i) Procurement Policy (readopt)
      ii) Acquisition and Disposition of Real Property Policy (readopt)
      iii) Receipts of Accounting, Internal Controls and Auditing Complaints Policy (readopt)
      iv) Conflict of Interest Policy (readopt)
      v) Governance Committee Charter (readopt)

4. **Adjourn Governance Committee Meeting**

GOVERNANCE COMMITTEE MEETING of the

WYOMING COUNTY IDA BOARD

Thursday, September 11, 2025 @ 11:00 a.m. at Farmcraft Brewery 567 Route 20A Strykersville, NY 14145

MINUTES

Chairman Dadd called the meeting to order at 11:02 a.m.

1. **Roll call**
   In attendance were: Mark Dadd, Chairman; A. D. Berwanger, Vice-Chairman; R. Ryan, Treasurer; E. Joseph Gozelski, Director; Thomas McCormick, Secretary; Brianna Stone, Director; James Pierce, Executive Director; Robin Marschilok, Director of Operations; Jennifer Tyczka, Program Manager; Scott Gardner Economic Development Specialist and Kevin Zanner, Agency Counsel.

2. **Review and Approve Minutes**

   The Committee reviewed and approved the minutes from the September 12, 2024 Governance Committee Meeting on a motion made by J. Gozelski. The motion was seconded by T. McCormick and unanimously carried.

3. **Recommendations to the Board**

   A. **Appointment of Governance Committee Members**
   The Governance Committee agreed to recommend to the WCIDA full Board the appointment of all members of the WCIDA Board to the Governance Committee on a motion made by R. Ryan. The motion was seconded by T. McCormick and unanimously carried.

   B. **Appointment of Finance and Audit Committee Members**
   The Governance Committee agreed to recommend to the WCIDA full Board the appointment of all members of the WCIDA Board to the Finance and Audit Committee on a motion made by R. Ryan. The motion was seconded by J. Gozelski and unanimously carried.

   C. **Appointment of Officers to the WCIDA Board – recommend slate of Officers for the Board**
   The Committee agreed to recommend to the WCIDA full Board the appointment of the following slate of officers to the WCIDA Board: Mark Dadd, Chairman; A. D. Berwanger, Vice-Chair; Thomas McCormick,

Secretary; and Rebecca Ryan, Treasurer on a motion made by T. McCormick. The motion was seconded by R. Ryan and unanimously carried.

D. **Review, Adopt and Re-adopt Governance Policies and Charter**

1. **Procurement Policy**
   The Committee moved to recommend to the full Board the re-adoption of the Procurement Policy on a motion made by J. Gozelski, seconded by T. McCormick and unanimously carried.

2. **Acquisition of Real Property Policy**
   The Committee moved to recommend to the full Board the re-adoption of the Acquisition of Real Property policy on a motion made by J. Gozelski, seconded by T. McCormick and unanimously carried.

3. **Disposition of Real Property Guidelines**
   The Committee moved to recommend to the full Board the re-adoption of the Disposition of Real Property Guidelines on a motion made by J. Gozelski, seconded by T. McCormick and unanimously carried.

4. **Policy for Receipts of Accounting, Internal Controls and Auditing Complaints**
   The Committee moved to recommend to the full Board the re-adoption of the Policy for Receipts of Accounting, Internal Controls and Auditing Complaints on a motion made by J. Gozelski, seconded by T. McCormick and unanimously carried.

5. **Conflict-of-Interest Policy- Re-adopt Policy**
   The Committee moved to recommend to the full Board the re-adoption of the Conflict-of-Interest Policy on a motion made by J. Gozelski, seconded by T. McCormick and unanimously carried.

6. **Governance Committee Charter- Re-adopt Charter**
   The Committee moved to recommend to the full Board the re-adoption of the Governance Committee Charter on a motion made by J. Gozelski, seconded by T. McCormick and unanimously carried.

4. **<u>Adjourn Governance Committee Meeting</u>**
   Having no further items to discuss the Committee adjourned at 11:09 a.m. on a motion made by T. McCormick seconded by R. Ryan and unanimously carried.

Minutes prepared by Robin Marschilok

https://www.youtube.com/watch?v=ZBoimsWbYdM

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FINANCE & AUDIT COMMITTEE MEETING
WYOMING COUNTY IDA BOARD OF DIRECTORS

Thursday, September 17, 2026 - 12:00 PM
(following the Governance Committee Meeting)
at River Spring Lodge, 1961A Church Road, Attica, NY

MEETING AGENDA

1) **Roll call to establish quorum**

2) **Review and Approve Minutes**
   A) Review for approval the Minutes from the September 11, 2025 Finance and Audit Committee Meeting

3) **Recommendations to the Board**
   A) Review and recommend preliminary budget for 2027
   B) Review Finance and Audit Policies and Charter
      i) Investment Policy (Readopt)
      ii) Finance and Audit Committee Charter (Readopt)

4) **Adjourn Finance/Audit Committee Meeting**

FINANCE and AUDIT COMMITTEE MEETING of the WYOMING COUNTY IDA BOARD

MINUTES

Thursday September 11, 2025 @ 11:00 a.m. (immediately following the Governance Committee Meeting) at Farmcraft Brewery Strykersville, New York 14145

Chairman Dadd called the meeting to order at 11:09 a.m.

1. **Roll call**
   In attendance were: Mark Dadd, Chairman; A. D. Berwanger, Vice-Chairman; R. Ryan, Treasurer; E. Joseph Gozelski, Director; Thomas McCormick, Secretary; Brianna Stone, Director; James Pierce, Executive Director; Robin Marschilok, Director of Operations; Jennifer Tyczka, Program Manager; Scott Gardner Economic Development Specialist and Kevin Zanner, Agency Counsel.

2. **Review and Approve Minutes**
   The Committee reviewed and approved the minutes from the September 12, 2024 Finance and Audit Committee Meeting on a motion made by J. Gozelski. The motion was seconded by T. McCormick and unanimously carried.

3. **Recommendations to the Board**
   A. **Review/Recommend preliminary budget for 2026**
   After review and discussion of the preliminary 2026 Budget, the Committee agreed to recommend to the full Board the Adoption of the 2026 Budget as presented on a motion made by R. Ryan. The motion was seconded by T. McCormick and unanimously carried.

   B. **Review/re-adopt Finance/Audit Policies**
   1. Investment Policy – Re-adopt
      The Committee moved to recommend to the full Board the re-adoption of the Investment Policy on a motion made by T. McCormick, seconded by R. Ryan and unanimously carried.

   2. Finance and Audit Committee Charter – Re-adopt charter
      The Committee moved to recommend to the full Board the re-adoption of the Finance and Audit Committee Charter on a motion made by T. McCormick, seconded by R. Ryan and unanimously carried.

4. **Adjourn Finance/Audit Committee Meeting**
   Having no further items to discuss the Committee adjourned at 11:15 a.m. on a motion made by R. Ryan seconded by T. McCormick and unanimously carried.

Minutes prepared by Robin Marschilok

https://www.youtube.com/watch?v=ZBoimsWbYdM

ANNUAL MEETING
WYOMING COUNTY IDA BOARD OF DIRECTORS

Thursday, September 17, 2026 - 12:00 PM
(following the Governance Committee Meeting)
at River Spring Lodge, 1961A Church Road, Attica, NY

ANNUAL MEETING AGENDA

1. **Roll call to establish quorum**

2. **Administrative**
   A) Review/approve minutes from July 9, 2026
   B) Review/approve financial reports for July and August 2026

3. **Act on Governance Committee recommendations**
   A) Approve Appointments of Agency Board of Director Officers
   B) Approve Governance Committee Member Appointments
   C) Approve Finance and Audit Committee Member Appointments
   D) Approve Policies and Charter as recommended

4. **Act on Finance/Audit Committee recommendations**
   A) Approve Policies and Charter as Recommended
   B) Approve Recommended Agency Budget for 2027

5. **Review and Approve 2026 Annual Report**

6. **Action Items**
   A) Review and authorize sales tax extension for Alle-Catt Wind Energy, LLC.
   B) Review and authorize sales tax extension for Hillcrest Industries, Inc.
   C) Consider request and approve the inducement package for 55 Main Street (Perry), LLC, which is seeking a PILOT, sales tax, and mortgage recording tax benefits.

D) Authorize a public hearing for Indus Hospitality Group related to the hotel project at 9 Steele Avenue in Arcade. The company has submitted an application for IDA inducements to include a PILOT, sales tax, and mortgage recording tax benefits.

7. **Next Meeting:** October 8, 2026 at 2:30 PM

8. **Adjournment**

WYOMING COUNTY IDA BOARD MEETING MINUTES

The WCIDA Board of Directors met on July 09, 2026 at 2:30 p.m. at the Wyoming County Agriculture and Business Center 36 Center Street, 2nd Floor Conference Room Warsaw, NY 14569.

Chairman Dadd called the meeting to order at 2:32 p.m.

1. ROLL CALL:

In attendance were: Mark Dadd, Chairman; Rebecca Ryan, Treasurer; Thomas McCormick, Secretary; Brianna Stone, Director; Daniel Burling, Director; and E. Joseph Gozelski, Director; Scott Gardner Executive Director; Robin Marschilok, Director of Operations; Jennifer Tyczka, Program Manager; and Carly Brown, Agency Counsel.

Absent: A. D. Berwanger, Vice-Chairman

2. ADMINISTRATIVE

- **a.** The Minutes of the March 14, 2026 Board meeting were reviewed. A motion was made to accept the minutes by D. Burling and seconded by T. McCormick. The motion was unanimously carried.

- **b.** The financial report from May thru June 2026 was reviewed. The financial report was approved on a motion made by J. Gozelski and seconded by R. Ryan. The motion was unanimously carried.

3. ACTION ITEMS

- **a.** The Board reviewed the $3,323,632 million NYS DOT funding award (Project ID # 4936.49.301), and the draft subgrant agreement with Marquart Dairy, LLC, as site operator, related to the Wyoming Transfer Project in the Town of Gainesville. IDA staff has conferenced with NYSDOT representatives, Marquart Dairy, LLC representatives, and agency counsel on several occasions to clarify roles and project expectations. IDA staff questions to the NYSDOT regarding responsibilities, prevailing wage, RFP process, and insurance coverage have been satisfactorily resolved and the Agency staff requested Board authorization to execute the following resolution titled:

  AUTHORIZING THE ACCEPTANCE OF GRANT FUNDING FROM THE NEW YORK STATE DEPARTMENT OF TRANSPORTATION AND A SUBGRANT AGREEMENT WITH MARQUART DAIRY, LLC FOR THE WYOMING TRANSFER PROJECT LOCATED IN THE TOWN OF GAINESVILLE, NEW YORK, AND THE TAKING OF OTHER ACTIONS IN CONNECTION THEREWITH.

The Board passed the resolution on a motion made by T. McCormick. The motion was seconded by R. Ryan and unanimously carried.

4. EXECUTIVE DIRECTOR'S REPORT

Executive Director Scott Gardner gave the following report on Agency activities. With regard to the hotel project for Arcade, the gas pipeline issue that was assumed to cross the Steele Avenue property has been resolved. The gas line was located by P.P.P. Future Development, Inc. representatives and it was affirmed that it does not run across the Agency property at 9 Steele Avenue in Arcade. We have not received any applications, and there have no requests for permitting to date. We have been in regular communication with the developer and their representatives, sharing necessary information as they currently work to secure franchise agreements. The IDA is now prepared to sign the Land Disposition Agreement and will refer the matter to Counsel for guidance prior to the Executive Director signing.

Staff was pleased to update the Board on the former Emkay site in Arcade. Frontier Group, the designated developer for the property, has completed the investigation and application and the sire has been accepted into the NYS DEC Brownfield Cleanup Program. Frontier can now begin the next phase of the project.

The Executive Director and Board Chair attended the NYS EDC annual conference in Cooperstown from May 20-22. On June 24, Gardner participated in Warsaw's Brownfield Opportunity Area project public open house.

Agency staff toured the former Pioneer Credit Recovery building in Arcade on May 29 with realtor Tom Mason. This is a 37,000 sq/ft facility now for sale. The list price has been lowered to $1.45 million. There has been some interest in the property already.

Gardner continued to serve on the Wyoming County Housing Study Steering Committee. On June 9, he was interviewed by the study consultants for them to understand conditions and priorities, and met as a committee on June 30. The study should conclude and be presented to the Wyoming County Board of Supervisors in August. Gardner also received for the review the final draft Comprehensive Economic Development Strategy plan for the Genesee Finger Lakes Planning Council. The plan has also been sent to the Federal government for review.

Gardner and Agency staff continue to participate in the Wyoming County comprehensive planning process, attending meetings, and contributing information for the plan. The planning document should be finished by end of October. Agency staff hosted a roundtable on June 23 for the County's economic development organizations to focus on the plan relevant to economic development, review goals, and finalize timelines. The Agency plans to continue convening the organizations with regular meetings after the plan is finalized.

On May 4, Agency staff had the opportunity to meet with representatives from the Ralph Wilson Jr Foundation (RWF) to discuss economic development in Wyoming County. On June 11, Gardner met again with the leadership team from (RWF) to discuss a potential downtown grant program and funding strategy. He met again on June 22, and has been invited to apply for funding. Gardner is currently writing the proposal to finalize by July 17 for initial RWF review. This grant would be applied for on behalf of the Wyoming County Business Center, as it best fits their mission.

The Agency hosted Finger Lakes Regional ESD staff on June 16, for a presentation on the 2026 CFA process. Elected officials, small businesses, and manufacturing businesses were invited to attend to learn about available CFA programs this year.

On July 2, Gardner met with NYS ESD staff on available funding through the Capital Access program, as the WCBAC seeks solutions to recapitalize the BDLF loan fund. A sample application was sent for Agency and counsel review to understand the pros/cons of the program.

On July 7, Gardner spoke to a cohort from the UB Center for Entrepreneurial Leadership. He shared local economic development programs with the 20 business owners involved in the cohort program. On July 8, Congresswoman Claudia Tenney visited Wyoming County. Gardner assisted Congressional staff to arrange a WCCHS tour, a leadership meeting, and a tour of TMP Technologies in Wyoming.

Gardner is also working with Invest Buffalo Niagara to co-host a Tech Hub Manufacturing seminar August 19, at GCEDC offices in Batavia. This seminar seeks to prepare local companies to meet the needs of the Micron project and it subsidiary supply companies.

The WyCo Business Fast Track Spring class ended on May 19 (class of 10). We also have reservations that will fill the fall class, which is scheduled to begin August 25th. The WCBC Board will meet on July 15.

5. DISCUSSION ITEMS

- **a.** The Board agreed to cancel the August Board of Director’s Meeting.

- **b.** The next regularly scheduled meeting would be September 10. Due to the Labor Day holiday, the Board agreed to move the next meeting September 17, 2026. The September meeting will be the Annual Meeting for the WCIDA and the WCBAC. The Staff suggested River Spring Lodge in Attica as the venue for this year’s annual. The staff will reach out to the business to make arrangements and inform the Board once the venue and time are confirmed.

c. The Executive Director presented the Board with the details of the process on purchasing a new Printer/Copier unit. All procurement procedures were followed and the Executive Director will move ahead with Prizm Document and Technology Solutions as the selected vendor.

6. ADJOURNMENT

There being no further business to discuss, the meeting was adjourned at 3:05 p.m. on a motion made by T. McCormick, seconded by R. Ryan and unanimously carried.

Minutes prepared by R. Marschilok

https://www.youtube.com/live/gQvbJX29-Lc

WCIDA Project Application Summary

Applicant Information: September 10, 2026

55 Main Street (Perry), LLC
2604 Elmwood Ave., #175
Rochester, New York 14618

Request:
The Company requests abatement of sales tax on construction materials and non-production equipment, mortgage tax abatement and a PILOT agreement for temporary abatement of property tax using the standard IDA UTEP schedule. Approximate value of these incentives is expected to be more than $100,000; therefore a public hearing was held on September 10th at the Village of Perry Town Hall.

Company History:
The building at 55 South Main Street, historically known as the Hotel Commodore and currently referred to as Travers Place, is a contributing member of the Perry Downtown Historic District (established 2012). Constructed in 1929 as a community-owned hotel. The Commodore continues to serve as a prominent anchor building within the downtown streetscape.

The South Main Street facade remains largely unchanged from when it was constructed in 1929, retaining many original decorative masonry elements. The building currently contains 23 units, primarily small studio apartments, many of which are functionally obsolete and contribute to elevated tenant turnover and underperformance of the asset.

Project Description:
The proposed project will involve a full-scale renovation and reconfiguration of the existing structure to modernize the building systems, improve energy efficiency, and upgrade interior finishes while preserving the historic character of the property in accordance with historic preservation guidelines. The renovation will include reconfiguration of existing units into a reduced number of larger, more functional apartments, modernization of kitchens, bathrooms, and common areas, upgrades to mechanical, electrical, and plumbing systems restoration of historic architectural features, and incorporation of ground-floor commercial or mixed-use space.

Continued

Employment Impact:
While the project is under construction there will be construction jobs available. When the project is finished it is expected that there will be jobs made available to support the commercial tenants.

Proposed incentives include:

Sales Tax Exemption: In an amount not to exceed $61,000

Mortgage Tax Exemption: For aggregate mortgage amount not to exceed $1,376,884

Real Property Tax Abatement: A 10-year PILOT schedule pursuant to the IDA Standard PILOT Agreement terms.

Attached Information:
Application and project costs provided by the project applicant to back up its request for WCIDA assistance.

WCIDA Project Application Summary

Applicant Information: September 10, 2026

Indus Hospitality Group
950 Panorama Trail South
Rochester, New York 14625

Request:

The Company requests abatement of sales tax on construction materials and non-production equipment, a PILOT agreement for temporary abatement of property tax and abatement of mortgage recording tax on $7,760,000. Approximate value of these incentives is more than $100,000; therefore, a public hearing will be necessary. Total incentives proposed, over a ten-year period, are estimated to be $2,547,664.

Project Description:

Indus Hospitality Group has plans to construct a 4-story, 67 room, Microtel Inn & Suites by Wyndham in the Village of Arcade. There are no brand hotels in Arcade making this a much needed and anticipated project for the area. Expected total cost of the project will be $9,695,800.

Employment Impact:

The project expects to create 4 full-time and 9 part-time jobs over the next 3 years.

Proposed incentives include:

Sales Tax Exemption: In an amount not to exceed $349,852

Mortgage Tax Exemption: For aggregate mortgage amount not to exceed $97,000

Real Property Tax Abatement: A 15- year PILOT schedule pursuant to a nonstandard, PILOT agreement terms.

Attached Information:

Application and project costs that was provided by the project applicant to back up its request for WCIDA assistance.