

**Cayuga County Industrial Development Agency
Regular Meeting
Cayuga County Chamber of Commerce
2 State Street
Auburn, NY
January 16, 2018 at 4:00pm**

Chairman Ray Lockwood called the meeting to order at 4:00pm, noting that a quorum was present.

ROLL CALL:

Present: Ray Lockwood, Herb Marshall, John Latanyshyn, Gina Speno, Andrew Rindfleisch

Excused: Grant Kyle, Paul Lattimore

Others Present: Tracy Verrier (CEDA); Joe Sheppard (CEDA); Rick Galbato (Galbato Law Firm), Fred Swayze (Carpenter's Union)

MEETING MINUTES:

Mr. Marshall moved to approve the minutes of the December 19, 2017 Annual Meeting, seconded by Ms. Speno. All members present voted in favor, motion carried.

BILLS AND COMMUNICATIONS:

Mr. Sheppard presented bills from Cayuga Economic Development Agency for Fourth Quarter Administrative Services (\$5,012.49), Town of Aurelius Tax Collector for Special District Taxes at the Industrial Park (\$2,370.35), and NYSEG for service at the industrial park (\$96.12). All bills totaled \$7,478.96. Mr. Sheppard also noted that they had received a Notice of Initial Allocation from the State. Mr. Marshall moved to pay the bills, seconded by Mr. Rindfleisch. All member voted in favor, motion carried.

REPORT OF THE TREASURER

Mr. Sheppard reviewed the budget report, noting that payment had been received for the leased land at the Industrial Park. Mr. Rindfleisch moved to accept the report of the treasurer; seconded by Ms. Speno. All members present voted in favor, the motion carried.

UNFINISHED BUSINESS

CEDA Staff Update: Ms. Verrier discussed the leased land at the Industrial Park, noting that the lease would be reviewed at the March meeting and that it might be good to explore the lease price since it has not changed in a number of years.

Ms. Verrier stated that there had been a complaint about a lot of trash and dumping on the access road owned by the IDA. She explained that Supervisor Ed Ide recommended contacting the Sheriff's Office to try to get some people over there to clean it up. The Board discussed different methods to keep people from dumping trash at the property. It was decided to post No Trespassing/ Private Property signs at the park and monitor the property, if the dumping continues the installation of a gate would be explored.

Ms. Verrier stated that CEDA had received communication regarding a project that would occur at two locations, one in the City and one in the County. She explained that she was working to get AIDA's approval for the project to go only through the one IDA to allow for ease of reporting and monitoring, noting that she would keep them informed.

Ms. Verrier stated that she received feedback from Sue Edinger of the Inns of Aurora regarding the Local Labor Policy. She explained that Ms. Edinger expressed concern with adhering to the policy because of the difficulty

of getting workers to their remote location and that it was making her question if they would go through the IDA for benefits. Ms. Verrier noted that the thresholds are currently the same for the City and County policies, but that it may be reasonable to adjust the county's expectations given that securing contractors can be more difficult in the more remote parts of the county. She explained the waiver process to Ms. Edinger. She stated that they will likely be putting an application before the board and that it will result in a discussion regarding the Local Labor Policy. Ms. Verrier explained that it would be ideal for both IDA's to have the same policies, but that the realities of getting bids in the County are different from those in the City. Mr. Swayze of the carpenters union agreed that getting bids in the remote areas of the County is more difficult and that there needed to be some give and take with businesses, the IDA and the trades. Ms. Verrier discussed the rationale behind the Local Labor Policy, noting that it allows the board to ensure that businesses are not bringing 100% of their construction labor from outside the area while still allowing for flexibility. She noted that she believes that Ms. Edinger wants to use regional labor and that the Inns of Aurora use as much local procurement as possible, but 65% of labor in Cayuga County appears to be a barrier for their upcoming projects.

Ms. Verrier discussed the ongoing search for Mr. Sheppard's replacement, noting that a candidate has been selected and an offer would be going out in the next day or so.

Ms. Verrier stated that Mr. Sherman is working with businesses on potential projects that would be eligible for the 2018 CFA and that Ms. Riester is continuing to work with entrepreneurs and start-ups.

Mall Property: Mr. Galbato discussed the potential purchase of the Mall Property noting that he had met with the title examiner to get a title policy. He continued, noting that they will do one agreement for all of the consensus items. He stated that he would continue to work with Ms. Verrier and the property owners to bring an agreement to the Board.

Industrial Park Sewer: Ms. Verrier explained that Mr. Sheppard was working to set-up a kick-off meeting with the project manager from the Probst Group and all stakeholders. She explained that they have given a timeline that would lead to a completed report by March or April. She then explained the Incentive Proposal that had been received from the state, noting that it needed to be returned by February 6th and included a requirement that \$87,000 of the award needed to be spent with MWBE's or a waiver needed to be requested. Mr. Lockwood requested that the notice for the Kick-off meeting be sent to the entire Board.

Mr. Rindfleisch moved to sign the Incentive Proposal contingent upon attorney review; seconded by Ms. Speno. All members voted in favor, the motion carried.

NEW BUSINESS:

Report from the Governance Committee: Ms. Verrier explained that the Governance Committee was unable to reach quorum. She noted that there was only two members of the committee currently and asked for volunteers to make the committee whole. Mr. Rindfleisch volunteered to sit on the committee. Ms. Verrier stated that the Policy Resolution would be tabled until the next meeting to allow for review.

Fiduciary Agreements: Ms. Verrier presented the Fiduciary Agreements to the Board noting that the State requires these to be signed at the beginning of every year.

FY 2017 Audit: Ms. Verrier explained that the 2017 Audit was underway and that it would be ready for review at the March meeting. She noted that Mr. Sheppard is working to compile documents and that she will work with the auditors to complete it.

Upcoming Events: Ms. Verrier provided information on upcoming events and mentioned that if anyone was interested in attending the Economic Forecast Luncheon to let her know.

Mr. Latanyshyn asked about the ownership of the streetlights at the Industrial Park. Ms. Verrier stated that ownership had not been determined, but all parties had been informed that the IDA was going to have them repaired.

Mr. Latanyshyn asked about the contract with CEDA. Ms. Verrier noted that the contract would need to be approved and that it would be placed on the February agenda.

Motion to adjourn made at 4:55pm by Mr. Latanyshyn, seconded by Ms. Speno. All present voted in favor, motion passed.

Respectfully submitted,
Joseph Sheppard

Next regularly scheduled meeting: Tuesday, February 20, 2018 at 4:00pm.