

**Cayuga County Industrial Development Agency Meeting
Chamber of Commerce, First Floor Conference Room
September 22, 2015 4 pm**

Chairman Ray Lockwood called the meeting to order at 4:02 pm, noting that there was a quorum present.

ROLL CALL

Present: Ray Lockwood, Joe Runkle, Carol Contiguglia, Paul Lattimore

Excused: John Latanyshyn, Gina Speno, Herb Marshall

Others Present: Michelle Milewski (CSS), Tracy Verrier, Bruce Sherman (CEDA), Rick Galbato (Galbato Law Firm), Andrew Fish (CEDA), Dave Wasileski, Sherry xxx (Owasco Marina), Peter Corning (attorney), Mike O'Neill (consultant), Richard Wait (community), Marsha Wait (community), Doug Kearsse (Cayuga County Soil and Water).

MINUTES

Mr. Runkle moved to accept the August 18 meeting minutes; seconded by Mr. Lattimore. All members present voted in favor; motion passed.

There was not a quorum to approve the joint audit committee meeting minutes.

WAIT PROPERTY

Mr. Corning explained that a ditch and culvert dug on the Wait's property adjacent to Finger Lakes Crossing had not been draining properly. Mr. O'Neill said that he believed the construction of a sewer, adding an access road and the construction of Finger Lakes Crossing that raised the grade four to six feet were contributing to the problem. He suggested that the ditch should be lowered by two feet and the culvert increased to 24 inches.

Mr. Kearsse said that it was best to call in the Army Core of Engineers as a next step, as it is much bigger to bring them in at the beginning of the project.

Mr. Fish suggested bringing in the Army Core of Engineers at the driest point, and agreed with Mr. Kearsse.

The board agreed, and wanted to use Mr. Kearsse as a point of contact, who will be in contact with Mr. Corning and Mr. O'Neill.

OWASCO MARINE

RESOLUTION OF THE CAYUGA COUNTY INDUSTRIAL DEVELOPMENT AGENCY (i) ACCEPTING THE APPLICATION OF AUBURN MARINE SALES & SERVICE, INC. (THE "COMPANY") WITH RESPECT TO A CERTAIN PROJECT (AS MORE FULLY DEFINED BELOW); (ii) AUTHORIZING THE UNDERTAKING OF THE PROJECT AND APPOINTING THE COMPANY AS ITS AGENT TO UNDERTAKE SAME; (iii) AUTHORIZING THE PROVISION OF FINANCIAL ASSISTANCE (AS MORE FULLY DEFINED BELOW) TO THE COMPANY; (iv) MAKING FINDINGS WITH RESPECT TO THE PROJECT PURSUANT TO THE STATE ENVIRONMENTAL QUALITY REVIEW ACT; AND (vi) AUTHORIZING

THE NEGOTIATION, EXECUTION AND DELIVERY OF AN AGENT AND FINANCIAL ASSISTANCE AGREEMENT AND RELATED DOCUMENTS.

Mr. Sherman explained that CEDA has been talking to Owasco Marina for several months about an expansion project, but it may have changed slightly because of a recent fire. He said that there has been fantastic work on the expansion project done already. Mr. Sherman said that Owasco Marina is looking for a Sales and Use Abatement for construction and site work that would put a cap of \$20,000 on sales and use tax. The project is a \$382,000 project that would generate immediate job creation.

Mr. Wasileski said that the Owasco Marina started on a postage-stamp sized one acre property, and has grown from one to 18 acres. The group has recently purchased the Riverbend Marina and has room to winterize 500 boats, and sees the opportunity to add more indoor storage and a bathhouse.

Mr. Lattimore asked for a staff recommendation, and Mr. Fish said that CEDA would not have brought the project forward if the staff did not recommend it.

Motion to approve a Sales and Use Tax Abatement with a cap of \$20,000 by Mr. Lattimore; seconded by Mr. Runkle. The motion was passed by the following roll-call vote.

	<u><i>Yea</i></u>	<u><i>Nay</i></u>	<u><i>Absent</i></u>	<u><i>Abstain</i></u>
Carol Contiguglia	[x]	[]	[]	[]
John Latanyshyn	[]	[]	[x]	[]
Paul Lattimore	[x]	[]	[]	[]
Raymond Lockwood	[x]	[]	[]	[]
Herb Marshall	[]	[]	[x]	[]
Joseph Runkle	[x]	[]	[]	[]
Gina Speno	[]	[]	[x]	[]

The Resolution was thereupon declared duly adopted.

AIDA AUDIT

Mr. Fish informed CCIDA that AIDA was being audited, and explained the parameters of the audit.

Mr. Lattimore asked about audits in Buffalo, and Mr. Fish said that it pertained to the roll-out of the “Buffalo Billion”.

BILLS AND COMMUNICATIONS

Ms. Verrier discussed the Galbato Law Firm invoice.

BUDGET REPORT

Ms. Verrier reviewed the August financials, noting that it showed a \$1,000 small project fee. Motion to accept the August financials by Mr. Runkle; seconded by Mr. Lattimore. All members present voted in favor; motion passed.

UNFINISHED BUSINESS

Audit RFP

Ms. Verrier said that three responses were to the joint IDA RFPs were received, but AIDA was only included in two of the responses as Cuddy & Ward is not able to provide services to AIDA due to Mr. DeRosa’s relationships with both entities. Ms. Verrier said that Toski & Co. was the low bidder for AIDA, but Buffington & Hoatland was able to match Toski & Co’s pricing. Ms. Verrier noted that the joint audit committee recommended that CCIDA stay with Cuddy & Ward and AIDA stay with Buffington & Hoatland.

Ms. Contiguglia asked when CCIDA would have to switch from Cuddy & Ward, and Ms. Verrier said that CCIDA will be able to stay with Cuddy and Ward for another five years, since Mary Beth Leeson is now the lead auditor.

Motion to accept Cuddy & Ward auditor for the 2015 audit by Mr. Lattimore; seconded by Ms. Contiguglia. All members present voted in favor; motion passed.

FLRR

RESOLUTION OF THE CAYUGA COUNTY INDUSTRIAL DEVELOPMENT AGENCY AUTHORIZING EXTENSION OF THE EXISTING LEASE WITH FINGER LAKES RAILWAY CORP. UNTIL 11:59PM ON DECEMBER 31, 2015 TO ALLOW FOR CONTINUED RENEWAL TERM NEGOTIATIONS

Motion to extend the Tolling Agreement with Finger Lakes Rail Road until December 31, 2015 by Mr. Lattimore; seconded by Ms. Contiguglia.

The motion was passed by the following roll-call vote:

	<u>Yea</u>	<u>Nay</u>	<u>Absent</u>	<u>Abstain</u>	
Carol Contiguglia	[x]	[]	[]	[]	[]
John Latanyshyn	[]	[]	[]	[x]	[]
Paul Lattimore	[x]	[]	[]	[]	[]
Raymond Lockwood	[x]	[]	[]	[]	[]
Herb Marshall	[]	[]	[]	[x]	[]
Joseph Runkle	[x]	[]	[]	[]	[]
Gina Speno	[]	[]	[]	[x]	[]

The Resolution was thereupon declared duly adopted.

Website

Ms. Verrier instructed the board on the board member page on the new CCIDA website, and distributed the password.

She informed the board that the CEDA staff will be using it more with packets and various documents to avoid any email problems.

Mr. Lattimore asked if everything will go on the website except for financial information, and Ms. Verrier said yes, and she can add documents to share with the group. Mr. Galbato asked that Justin Miller be informed of the password.

Grober Update

Mr. Fish said that Grober would be going before the Aurelius ZBA that evening, and the group would like CCIDA to conduct a special meeting in the next few weeks. He said that it would be the only item on the agenda, and the board would just have to get together to vote.

The board agreed to the special meeting.

Fingerlakes Land LLC

Mr. Fish said the owners of the property have been receptive of capping the sale of the land at \$100,000 total. He said the main goal of the purchase would be for rail. He also noted that the Mall's retention pond and storage is on this property, and if CCIDA owned it it could be used for leverage to move the road.

Draft Budget

Ms. Verrier presented the board with a draft budget for 2016. She said that the board will have to approve the budget at the October meeting to be entered into the PARIS system by the end of the month. She balanced the budget based on the 2015 document, and noted that it was a best guesstimate and not how the budget will actually look. Mr. Runkle said that the column headings were off, and Ms. Verrier will adjust that. She asked that any board members contact her with questions.

CEDA Contract

Mr. Fish discussed the idea of project-fee sharing plan with the board, adding that he'd like to mirror whatever CCIDA does with AIDA. He proposed approving the budget the way it is, and CEDA will split any project fees in excess of what is forecasted in the budget. Mr. Fish said that so far in 2015, CEDA has brought in \$60,000 more than budgeted. He also stated that he would like to look at a multi-year contract.

Mr. Lattimore asked if CEDA's 50% would go towards AIDA and CCIDA projects. Mr. Fish answered that it wouldn't be specifically earmarked for projects; it would go toward the general economic development operations.

Mr. Runkle said that CEDA has to grow somehow. Mr. Lockwood said that staff can expect a lively discussion from Mr. Marshall at the October meeting. Mr. Fish said that CEDA could set a cap and Ms. Contiguglia said that that would be the conversation. Mr. Fish said CEDA needs to build a cushion if there are years where there aren't as many projects. He also said it wouldn't have anything to do with land sales.

Mr. Lattimore asked about the plans for a merging AIDA and CCIDA, saying he didn't get a fuzzy feeling at the joint governance meeting. Mr. Fish said that two AIDA members present wouldn't have a guaranteed seat at the table if the two organizations were to merge.

Staff will bring a proposal to the October meeting.

Upcoming Events

Mr. Fish reviewed the upcoming Chamber events with the board.

CEDA Update

Mr. Fish said that he and staff presented to the County Legislature. He said the responses to the presentation were positive and he expects to be fully funded, as CEDA is on track to exceed all of the benchmarks that were set.

He discussed an upcoming project with the board that he hopes to share at the October meeting that will bring 60-100 jobs to Cayuga County. It is a 75-million dollar project.

Mr. Fish is also meeting with the head of Human Resources at McQuay, and expects about 30 engineers and marketing employees to stay, but probably move to the Syracuse area. He spoke about the upcoming IBA trip to Boston, and CFA funding.

Mr. Lattimore asked if any of the previous rounds' winners have received funding yet, and Mr. Fish answered that it is still an issue. Neither Currier Plastics nor Cayuga Milk Ingredients have received monies yet.

EXECUTIVE SESSION

Motion to go into executive session at 5:18 pm to discuss pending litigation by Mr. Runkle; seconded by Mr. Lattimore.

Motion to come out of executive session at 5:26 by Mr. Lattimore; seconded by Mr. Runkle.

Motion to authorize Mr. Galbato so sign a stipulation on behalf CCIDA in the matter of Community Bank NA vs. Ontario Realty, Inc. buy Mr. Lattimore; seconded by Mr. Runkle. All members voted in favor; motion passed.

Motion to adjourn by Mr. Runkle at 5:31 pm; seconded by Mr. Lattimore. All members voted in favor; motion passed.

The next regularly scheduled CCIDA meeting will be held on October 20, at 4 pm at 2 State St.

Respectfully submitted,
Michelle Prego-Milewski