



Auburn Industrial  
Development Authority

**REGULAR MEETING MINUTES**  
**AUBURN INDUSTRIAL DEVELOPMENT AUTHORITY**  
**Wednesday, October 24, 2018**  
**First Floor Meeting Room**  
**Chamber of Commerce, 2 State Street, Auburn, NY 13021**

**Board Present:** James Dacey (Chair & Member of Business)  
Tricia Kerr (Secretary & Member at Large)  
Michael Quill (Council Member)  
Jeff Gasper (School Board Member)  
Brandon Gravius (Member of Industry)

**Board Excused** William Andre (Vice-Chair & Member of Labor)  
Roger Beer (Member at Large)  
Terry Cuddy (Council Member)  
Ronald LaVarnway (Member at Large)

**Staff & Guests:** Tracy Verrier, Executive Director  
Maureen Riester, CEDA  
Richard Cook, Hancock Estabrook  
Karen Walter, City of Auburn Resident

Mr. Dacey, Chairman, called the meeting to order at 5:03pm, noting the presence of a quorum.

**MEETING MINUTES**

Mr. Dacey noted there is not a quorum of those present at the September meeting in order to approve the minutes, so they will be revisited at the next meeting.

**BILLS AND COMMUNICATIONS**

Ms. Verrier reviewed outstanding bills for Mr. Dacey's registration for Wednesday Morning Roundtable (\$85) and CEDA's third quarter administrative services and expenses (\$5,009.17). Mr. Quill motioned to approve and pay the bills, Mr. Gravius seconded. All present voted in favor. Motion passed.

**REPORT OF THE TREASURER**

Ms. Verrier reviewed the September profit and loss and balance sheet, as well as the PILOT invoice and disbursement report. She noted that a couple of bills were recalculated to reflect updated assessments.

**UNFINISHED BUSINESS**

Ms. Kerr moved to go into executive session regarding the sale or lease of real property, seconded by Mr. Gasper. All members present voted in favor, motion carried. The Board went into executive session at 5:11pm.

Ms. Kerr moved to end executive session, seconded by Mr. Gasper. All members present voted in favor, motion carried. Executive session ended at 5:45pm.

James A. Dacey  
Chairman

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CEDA Staff Update: Ms. Riester noted that she and Mr. Derek Simmonds had just returned from a training on business retention and expansion strategies and had some ideas to implement at CEDA. In particular, she'd like to make connections with architects and engineers and asked that the board consider making introductions if they know anyone in those fields. Mr. Dacey recommended that Ms. Riester check in with EmCom as they've had a leadership change. Ms. Riester went on to explain that she is working with regional partners on exploring the feasibility of establishing a Foreign Trade Zone in Cayuga County. She is also continuing to tour available properties so she can match business leads with buildings/land, and noted childcare as an important workforce topic. Mr. Gasper asked if there are any coworking/incubator spaces in the works. Ms. Riester noted that none had opened yet, Ms. Verrier added that there has been interest in developing such a space but none are in progress yet. Ms. Verrier also provided an update on the Downtown Revitalization Initiative.

## **NEW BUSINESS**

2019 Budget- Ms. Verrier noted that the Finance Committee had met prior to the regular meeting and reviewed the draft budget. Ms. Kerr explained that they are recommending that the budget be approved as presented in the packet. Mayor Quill made a motion to approve the 2019 Budget as presented, seconded by Mr. Gravius. All present voted in favor, motion passed.

## **UPCOMING EVENTS**

Ms. Verrier discussed the upcoming events. Mr. Dacey recommended canceling or rescheduling November's meeting so it would not be the day before Thanksgiving. The board agreed to tentatively schedule the meeting for Monday, November 19 at 5pm with the understanding that the meeting would be canceled if there are no pressing agenda items.

## **ADJOURNMENT**

Motion to adjourn made by Mr. Gravius, seconded by Mr. Gasper. All members present voted in favor; meeting adjourned at 6:05pm.

Next regularly scheduled meeting Monday, November 19<sup>th</sup>, 2018 @ 5:00pm in the First Floor Conference Room of the Chamber Offices, 2 State St.