



Auburn Industrial  
Development Authority

**MEETING MINUTES**  
**AUBURN INDUSTRIAL DEVELOPMENT AUTHORITY**  
**Wednesday, May 17, 2017**  
**First Floor Meeting Room**  
**Chamber of Commerce, 2 State Street, Auburn, NY 13021**

**Board Present:** James Dacey (Chair & Member of Business)  
Roger Beer (Member at Large)  
Tricia Kerr (Member at Large)  
Terry Cuddy (Council Member)  
Ronald LaVarnway (Member at Large)  
Monika Salvage (Secretary & School Board Member)

**Board Excused:** William Andre (Vice-Chair & Member of Labor)  
Michael Quill (Council Member)

**Staff & Guests:** Tracy Verrier, Executive Director  
Joseph Sheppard, Assistant Treasurer  
Maureen Riester, CEDA Staff  
Rick Cook, Hancock Estabrook  
Andrew Leja, Barclay Damon  
Karen Walker, City of Auburn Resident

Mr. Dacey, Chair, called the meeting to order at 5:07pm noting a quorum was present.

**MEETING MINUTES**

Mr. LaVarnway moved to accept the March 22<sup>nd</sup> and April 19<sup>th</sup> Regular Meeting Minutes along with the March 22<sup>nd</sup> Audit Committee Meeting Minutes; seconded by Mr. Beer. All members present voted in favor, the motion carried.

**BILLS AND COMMUNICATION**

Mr. Sheppard reviewed the bills, which included an invoice from Buffington & Hoatland (\$4,400) representing the final payment for the 2016 Financial Audit, fulfilling our contractual obligations

**REPORT OF THE TREASURER**

Mr. Beer discussed the Profit and Loss Report asking about the Administrative Fees that had been received as income and any additional fees that are expected. Ms. Verrier confirmed that the fees were received from the Auburn Hotel Ventures project, and that fees from Central Building and Nolan Block are expected once those projects close. Mr. Beer continued, discussing the expenses incurred so far this year, noting that presently the Board is at a break-even point. He pointed the attention of the Board to the spending expectations for this year, noting that they were in better shape than originally anticipated. Mr. Dacey asked if there was a projection on the amount of income to be received from other projects closings. Authority staff will confirm and report back.

James A. Dacey  
Chairman

2 State Street  
Auburn, NY 13021

PHONE  
(315) 252-3500

FAX  
(315) 255-3077

Mr. Beer stated that the Board needed to be vigilant with regard to controlling expenses as there was an anticipated loss for this year and that it needed to be controlled to the extent possible. He continued, reviewing the Balance sheet, noting that there needed to be an emphasis on bringing in projects to generate revenue.

### **UNFINISHED BUSINESS**

CEDA STAFF UPDATE: Ms. Riester updated the Board on what her role is with CEDA for the benefit of the new board members, and provided them with information regarding her involvement with both the Downtown Revitalization Initiative (DRI) and related projects, as well as the works she's been doing helping businesses find available properties. Ms. Riester then requested that if the Board knew of any available buildings or land parcels, along with businesses that are new to the area, to let her know.

Ms. Riester continued, stating that she has met with nine entrepreneurs in the last month to provide them with business planning assistance. She concluded by providing the Board with an update on Good Shepherd's current project, noting that she's continued to provide them with assistance.

Ms. Kerr asked if there have been any plans or interest in the former Dunn and McCarthy property. Mr. Cuddy provided an update to the Board of what the City plans to do with the property, including some aesthetic improvements.

Ms. Verrier discussed the 2017 Consolidated Funding Application, noting that there were 10-12 companies that have expressed an interest in applying; noting that there are some good fits for ESD funding.

PILOT Update: Ms. Verrier provided an updated listing of the current AIDA PILOT projects that showed current job creation numbers and benefit levels, noting that she wanted to provide this information to the Board prior to presenting it to the City Council. She then explained that the JBJ project is unable to provide sales tax generation estimates but noted that there are many downtown storefronts located within the project that are generating sales tax.

Startup NY MOU: Ms. Verrier explained that if the Board were to approve the Resolution before them that Cayuga Community College would then look at the agreement and once an agreement was reached both parties would sign. Mr. Cook stated that the agreement was plain and that it allowed any parcel to be removed from the agreement at any time. Ms. Verrier then explained the purpose of the agreement and the Startup NY program. Mr. Cook then provided an explanation of the legal statutes that established the program and the various incentives involved in the program. Mr. Cuddy asked if the college was going after any specific industries. Ms. Verrier stated that the college's plan outlines what businesses they are interested in pursuing, explaining that they are interested in exploring plastics, nursing, technical theatre, media technology among others; noting that there are restrictions to the program.

Mr. Beer moved to approve the Resolution, which read in part as follows:

**RESOLUTION APPROVING A START-UP NY AFFILIATION AGREEMENT  
WITH CAYUGA COMMUNITY COLLEGE**

Mr. LaVarnway seconded the motion. A roll call vote was taken and votes recorded as follows:

	<u>Yea</u>	<u>Nay</u>	<u>Absent</u>	<u>Abstain</u>
James A. Dacey, Chairman	X			
William Andre, Member			X	
Monika Salvage, Member	X			
Roger Beer, Member	X			
Terry Cuddy, Member	X			
Michael Quill, Member			X	
Tricia Kerr, Member	X			
Ronald LaVarnway, Member	X			

The motion carried. The Resolution was duly adopted.

TOWER LEASE: Ms. Verrier noted that there had been a request to enter into executive session. Mr. LaVarnway made a motion to enter into Executive Session to discuss matters pertaining to the proposed acquisition, sale, or lease of real property, seconded by Mr. Cuddy. All members present voted in favor, the motion carried. The Board entered into Executive Session at 5:40pm.

Mr. LaVarnway made a motion to exit Executive Session, seconded by Ms. Kerr. All members present voted in favor, the motion carried. The Board exited Executive Session at 6:19pm.

Mr. Dacey stated that the Resolution would be tabled upon call of the chair until further notice while awaiting answers.

PUBLIC WORKS ENFORCEMENT FUND RESPONSE: Ms. Verrier provided information on what other IDA's have decided to do with regard to the Public Works Enforcement Fund letter, noting that they are responding with a cover sheet stating that they have received this notification. She stated that Mr. Cook and Mr. Poyer have generated a cover sheet stating that AIDA would agree to pay into the fund only for Public Works projects, stating that a typo in the original letter made it appear that they were to pay into the fund for all projects. She continued, explaining that NYSEDC is recommending that IDA's send this letter, believing that the state will pull the regulation for IDA's.

### **NEW BUSINESS**

Ms. Verrier provided background information and the current plan for the public safety complex, noting that the property that the facility is planned to be built on is currently part an AIDA PILOT agreement. She explained that one of the three parcels that are part of the PILOT would be impacted by the proposed public safety complex and would likely need to be separated out of the agreement, but that it would have to be determined if AIDA would be able to take part in the project at all. Mr. Cook stated that as the complex was for a municipal purpose there was not much that AIDA could do. He explained that the project does not fit into the definition of an IDA project and explained possible workarounds.

Ms. Salvage asked who owned the land parcels. Mr. Cook explained the current ownership structure of the property and explained what would need to occur for the project to move forward.

Ms. Verrier explained what Auburn Local Development Corporation's (ALDC) involvement would be with the project and what the structure of the deal may look like. She noted that it still needed to be determined if Washington Street Partners would be able to take advantage of any IDA benefits on these parcels. Mr. Cook explained that the planned purpose of the parcel does not fit within AIDA's purposes and that the parcel that would house the Public Safety Complex would need to be released from the lease/lease-back agreement. Mr. Cook concluded by outlining possible changes that would need to be made to the current lease / PILOT agreement.

#### **UPCOMING EVENTS**

Ms. Verrier provided an update on upcoming events.

#### **ADJOURNMENT**

Motion to adjourn made by Ms. Kerr, seconded by Mr. LaVarnway. All members present voted in favor; meeting adjourned at 6:36 pm.

Next regularly scheduled meeting Wednesday June 21, 2017 @ 5:00pm in the First Floor Conference Room of the Chamber Offices, 2 State St.