



Special Meeting Minutes
Auburn Industrial Development Authority
Tuesday, April 30, 2024 @ 4:30pm
Remote and board attendance
Melody's, 128 Genesee St., Auburn, NY

Board Present: Gwen Webber-McLeod (Chair)
Terry Cuddy (Secretary & Council Member)
Tessa Crawford (Treasurer & Member at Large)
William Andre (Vice-Chair & Member of Labor)
Stephanie Leone
Katie MacIntyre
Dan Lovell (Representative of Auburn School District)
Karen Walter

Excused: Jimmy Giannettino (Council Member)

Staff & Guests: Rob Poyer, AIDA Counsel (remote)
Jennifer Haines, City of Auburn
Tracy Verrier, MRB Group

Ms. Webber-McLeod called the meeting to order at 4:40pm.

CEDA ORGANIZATIONAL PLAN:

Ms. Webber-McLeod serves as an ex officio member of the CEDA board. The Organizational Plan development by Camoin was released and presented to the County Legislature on April 23. That Plan recommended a reorganization and relaunch of CEDA. The Plan also noted that Cayuga County is trailing behind surrounding counties in economic development infrastructure (e.g. underfunded, less qualified staff, etc.). The Plan also recommended reorganizing the board and updating the bylaws. At this time, the County needs to decide if it will fund CEDA given the changes it is making. In the meantime, AIDA needs to continue doing business.

The Camoin report had three main points:

- 1) Cayuga County economic development is operating with a 20th century mindset, other communities have moved on to a 21st century mindset.
- 2) The one stop model is valuable and common. The goal should be to get back to a place where economic development services are managed and coordinated in one place.
- 3) The CEDA board needs to be restructured.

Without staff, CEDA cannot currently provide services to AIDA.

ADMINISTRATIVE SUPPORT CONTRACTING

Ms. Webber-McLeod presented a proposal from MRB Group to provide management and administrative services to AIDA on an interim basis. She introduced Tracy Verrier of MRB Group. Ms. Verrier provided an overview of MRB Group and the services proposed, noting that MRB would not be able to handle any cash equivalents. Mr. Lovell asked if these services need to go out to bid, or if they are exempt? Mr. Poyer noted that there aren't any obvious other options for these services to be provided by a single

vendor and there is arguably a need for this specific expertise given ongoing compliance concerns, so it is legally justifiable for the board to approve these services without an RFP. Suggested approval subject to a definitive agreement so that he could review the proposal and address any issues or gaps. It was discussed that AIDA would like to engage these services either through this proposal or on an hourly basis while the proposal is being reviewed and negotiated. Ms. Leone asked about the terms of the agreement given the interim nature of the services and ultimate goal to get back into a one stop model. Ms. Verrier noted that the proposal allows for termination upon 7 days notice to accommodate the expected transition. Mr. Lovell asked if AIDA has the money available to pay MRB Group. Ms. Verrier noted that the 2023 audit showed unrestricted assets of about \$158,000 at year end, although she was not sure of the current cash position.

Motion to accept the MRB Group proposal subject to definitive agreement negotiated by Mr. Poyer, or hourly services in the meantime, by Mr. Lovell, seconded by Ms. Webber-McLeod. All present voted in favor, motion carried.

The board continued conversation about the CEDA Organizational Plan, noting that the missions of CEDA and AIDA are still relevant. AIDA must stay focused and sustain itself while this reorganization happens. All of the stakeholders need time and space to review and get comfortable with a path forward. The board discussed moving forward with the corrective action plan and continue to educate the board and stakeholders about various topics related to IDA operations and economic development. When it comes time for a community-wide economic development summit/conversation, AIDA should have a point of view and be in a good place to deliver that view. Ms. Webber-McLeod will distribute the full Camoin report to the board.

CLOSING

Motion to adjourn by Mr. Lovell, seconded by Mr. Andre. All present voted in favor, meeting adjourned at 6:00pm.