

**Tompkins County Industrial Development Agency &
Tompkins County Development Corporation
Board of Directors Meeting Approved Minutes
November 12, 2015
Tompkins County Legislative Offices
121 E. Court Street, Ithaca, NY**

Present: Jim Dennis, Jennifer Tavares, Will Burbank, Grace Chiang

Staff Present: Michael Stamm, Heather McDaniel, Ina Arthur (recording)

Guests Present: Alex Deyhim, Rebecca Schindler (ADC), Stacey Black, Alex Hyland (IBEW Local 241), Chuck Smith (Carpenters Local), Ed Marx (TC Planning)

CALL TO ORDER Jim Dennis called to order the meeting of the Tompkins County Development Corporation at 4:00 PM

PRIVILEGE OF THE FLOOR

None.

BUSINESS

Formal Funding Request from Tompkins County Planning Department

Ed Marx, Director of the Tompkins County Planning Department, addressed the board to formally request funding for the Airport Business/Industrial Park Feasibility Study. The amount of \$35,000 had already been put into the TCDC 2015 budget. Mr. Marx commented that the study will look at the infrastructure needs near the airport in terms of business development in that area. The areas being looked at in the study are 52 acres near Warren and Cherry Roads – an industrial park in this area could help with funding streams to the airport itself. The land is owned by the airport.

Will Burbank moved to approve the release of \$35,000 from the TCDC Budget to fund the Industrial Park Feasibility Study. Grace Chiang seconded the motion. The motion passed unanimously.

Mr. Dennis closed the meeting of the TCDC at 4:10 pm.

Jim Dennis called to order the meeting of the Tompkins County Industrial Development Agency at 4:10 pm

PRIVILEGE OF THE FLOOR

Alex Hyland – Mr. Hyland stated that he feels that the IDA Board should have a strong local labor policy. The board should reject any abatements for projects that do not agree to hire local labor.

BUSINESS

Advanced Design Consulting – Sales Tax Exemption Application

Ms. McDaniel introduced the application – this is a scaled down version of the 2014 application from the company. At this time the company is only asking for a sales tax exemption for their building project as the increase in property taxes is minimal. The total project is under \$100,000 and therefore does not need to go to a public hearing.

Ms. McDaniel asked that the board accept the application as complete and improve the incentives.

Mr. Dennis asked why the project had been scaled back. Ms. Schindler commented that their resources for the project had changed.

Ms. Chiang asked about the diversity policy answer on the application. Ms. Schindler commented that the answer should be yes, they have a diversity policy.

Jim Dennis moved to approve the sales tax exemption application from Advanced Design Consulting. Will Burbank seconded the motion. The motion passed unanimously.

Formal Funding Request to the TCIDA from the Tompkins County Planning Department

Mr. Marx commented on two more funding requests from the County Planning Department – both for \$10,000 each and both with matching funds. The first is an Energy Focus Area Study that would identify areas critical to economic development and map out their future energy needs. The second is an Energy Efficiency/ Renewable Energy Incentive study that would look at benchmarking energy efficient building practices. Both of these have RFP's out and are in clear alignment with the Energy and Economic Development Task Force's work.

Mr. Burbank asked who might respond to the RFP? Engineering and Architectural companies who work with energy needs.

Ms. Chiang asked if the information that is collected would be tracked and kept up to date? Yes.

Jennifer Tavares moved to release \$20,000 for the two studies proposed by the Tompkins County Planning Department. Grace Chiang seconded the motion. The motion was approved unanimously.

OSC Audit Corrective Action Plan Discussion

Ms. McDaniel reminded the board that while not required by law it is recommended that a correction action plan in response to the OSC Audit of the TCIDA recommendation be filed within 90 days of the official audit being posted. Ms. McDaniel stated that she would draft a response based on the seven recommendations in the audit and then present it to the board.

The official response to the audit rejected the first three recommendations. Thus the corrective action plan will only address the last four recommendations. These have to do with:

- 1) The recapture policy – which has already been adjusted to have the board vote on each project that does not meet job creation goals.
- 2) Reviewing projected assessment increases with actual increases after a project has been completed.
- 3) Reviewing and confirming PILOT payment billing is correct. and
- 4) Having the board formally review and certify the online PARIS input prior to its uploading.

Mr. Dennis commented that this would be a good thing to do.

Mr. Burbank suggested a press release announcing this action.

STAFF REPORT

None.

MINUTES

Will Burbank moved to approve the TCIDA Board minutes from the October 8, 2015 meeting. Jennifer Tavares seconded the motion. The motion was approved unanimously.

Mr. Dennis commented that the IDA subcommittee that is working on a local labor policy would like to let the City of Ithaca finalize its CIITAP policy revisions before moving forward with any recommendations.

The meeting was adjourned at 4:45 pm.

The minutes were approved at the December 10, 2015 Board meeting.