

**Tompkins County Industrial Development Agency
Board of Directors Meeting Final Minutes
October 10, 2018
2:30 PM
Tompkins County Legislative Offices
121 E. Court Street, Ithaca, NY**

Present: Rich John, Jennifer Tavares, Mike Sigler, John Guttridge, Laura Lewis, Martha Robertson, Leslyn McBean-Clairborne

Staff Present: Heather McDaniel, Ina Arthur, Russ Gaenzle (Harris Beach, PLLC)

Guests: Sue Kittel, Schelley Michell-Nunn (Diversity Consortium of Tompkins County), Bill Kelly, Ian Gaffney (Emmy's Organics), Yamila Fournier (Whitham Planning and Design), Rick Snyder, Jeff Furman

CALL TO ORDER

Rich John called the meeting of the **Tompkins County Industrial Development Agency** to order at 2:45 pm.

PRIVILEGE OF THE FLOOR

None.

ADDITIONS TO THE AGENDA

None.

OLD BUSINESS

Emmy's Organics – Final Approval

Heather McDaniel presented the updated/corrected application and benefit memo for Emmy's Organics. She stated that the public hearing has been held and the minutes were presented.

Leslyn McBean-Clairborne moved to approve the Inducement Resolution giving final approval to the Emmy's Organics project. John Guttridge seconded the motion.

Rich John stated that he is happy to see this day finally here.

Martha Robertson asked about the Green Energy Incentive. Yamila Fournier of Whitham Planning & Design commented that the project would be working towards this incentive as the building is built. The project will apply to and be certified by NYSERDA. If the goals are met then the enhanced energy incentive PILOT will be in force. If the goals are not met, then the standard PILOT will be in force. Both PILOTs are written into the final documents.

There was a question as to if the City of Ithaca was working on the road to the building. The City will be working on it soon. It will also be a construction road until the building is done.

A vote was taken on the motion. The motion was approved. 7-0

TCIDA Diversity & Inclusion Policy - Adoption

The proposed Diversity & Inclusion Policy was sent out to the County and local municipalities for comment. One municipality, the Town of Groton, responded. The response was presented to the Board.

Leslyn McBean-Clairborne commented that the response speaks to proportions.

Rich John stated that this is a policy and can be adjusted in the future if the Board so desires.

John Guttridge thanked Jeff Furman for his comments on the proposed policy and the desire to remove the exclusion from the recapture policy. Not having recapture as a consequence speaks to our values.

John Guttridge moved to remove the statement excluding the diversity and inclusion policy from recapture due to lack of compliance. Laura Lewis seconded the motion.

There was discussion regarding clarifying the actions required by the policy. There were:

1. under A, first bullet point, adding “and remain” after become;
2. making the list separated by commas that pertain to active membership bullet points;
3. clarifying the number of minimum meetings to read “minimum of four **monthly** meetings...”

In the last paragraph of the policy the name of the Diversity Advisory Committee was corrected to read “**Workforce** Diversity Advisory Committee.”

Jennifer Tavares asked about the criteria to becoming an active member of the Diversity Consortium of Tompkins County. She highlighted the lack of information on workshops and meetings on the consortium’s website. Schelley Michell-Nunn clarified that members of the Consortium would be getting emails with notifications of these.

Laura Lewis commented that it is important to have consistent and clear language in the policy.

Martha Robertson asked where the resources would be for projects to comply with the second bullet under section A. These are found on the reporting forms.

Jennifer Tavares stated that she would like to have this policy be like all other policies in that the IDA is able to recapture incentives for non-compliance. This sentiment was echoed by Laura Lewis and John Guttridge. Mike Sigler asked how this would be done? Rich John stated that the Administrative Director would review the reports and recommend recapture and then the Board would decide. This is similar to reviewing the job creation reports.

The question was raised that since the board was recommending changing the policy to allow recapture, would it need to be resent to the taxing jurisdictions for comment. Leslyn McBean-Clairborne asked if other IDA policies have been sent out for comment? Heather McDaniel stated that in efforts to be more transparent, the IDA has sent recent policies to taxing jurisdictions for comment including the

commercial solar policy. It was decided that the policy would not need to be sent for comment a second time as a result of modifications today.

Martha Robertson asked how would the IDA know if the projects were “complying?”

Membership can be monitored. Laura Lewis suggested getting the goals and strategies from the companies and having them report on what they have done.

John Guttridge stated that he would accept all the suggested changes to the policy as friendly to his motion.

Rich John called the vote on the motion on the floor to remove the non-recapture paragraph from the policy. The motion was approved 7-0

John Guttridge moved to approve the Diversity and Inclusion Policy as amended. Martha Robertson seconded the motion. The motion was approved. 7-0

2017 Job Report

The job report and accompanying memo is presented each year so the Board can review job creation and determine if recapture should be invoked for under performance in this area. The projects/companies that are not meeting job creation goals are the same from last year. In the interest of time it was suggested that the Board review the materials and that this be considered at the November Board meeting.

NEW BUSINESS

2019 Draft TCIDA Budget

Heather McDaniel presented the 2019 Draft TCIDA Budget. The attorney fees are increased for 2019 to accommodate a full review of the IDA’s bylaws and policies.

Jennifer Tavares asked why the TCAD administrative fees are not split between the TCDC and TCIDA. The administrative fee is pulled from the IDA as it has less flexibility legally when it comes to supporting studies or other economic development project whereas the TCDC is less restricted and can be used to support those types of activities.

Martha Robertson moved to approve the 2019 Draft TCIDA Budget. John Guttridge seconded the motion. The motion was approved. 7-0

CHAIR’S REPORT

None.

STAFF REPORT

None.

APPROVAL OF MEETING MINUTES

Leslyn McBean-Clairborne moved to approve the minutes from the September 13, 2018 Board meeting. John Guttridge seconded the motion. The motion was approved. 7-0

The meeting was adjourned at 4:00 pm.

Minutes were approved at the November 14, 2018 Board meeting.