

**Tompkins County Industrial Development Agency
Board of Directors Meeting Final Minutes
April 8, 2020
2:30 PM
Via Zoom Conference Call and LiveStream**

Present: Rich John, Jennifer Tavares, Martha Robertson, Laura Lewis, Mike Sigler, John Guttridge, Anne Koreman

Staff Present: Heather McDaniel, Margaret Frank, Ina Arthur (TCAD), Russ Gaenzle (Harris Beach)

Guests: Leslie Spirgen, Evan Cleveland (Insero & Co.), Rick Snyder (TC Finance), Chuck Schwerin, Kurt Anderson (TCAD), Tom Knipe (City of Ithaca), Bill Guerrero (Ithaca College)

CALL TO ORDER

Rich John called the meeting of the **Tompkins County Industrial Development Agency** to order at 2:30 pm.

PRIVILEGE OF THE FLOOR

There was no one from the public present as the public viewed the meeting via live stream. Anne Koreman suggested that future agendas include information on how the public could submit comments to the Board in advance of the meeting.

ADDITIONS TO THE AGENDA

None.

NEW BUSINESS

2019 TCIDA/TCDC Audit Presentation

Leslie Spirgen and Evan Cleveland of Insero & Co. presented the 2019 TCIDA/TCDC Audit to the Board of Directors. The audit has previously been reviewed and approved by the Finance and Audit Committee pending receipt of project information from active projects. The ABO has acknowledged that the recent COVID 19 emergency has impacted the ability of public authorities to collect the needed information from business and has allowed submission and certification past the March 31, 2020 deadline.

Ms. Spirgen stated that the Audit review of internal controls showed no instance of non-compliance or weaknesses. The management letter resolves a standing issue of board independence. A review of the ABO guidelines shows that upon review that the current board directors who are legislature members are considered independent because they do not receive payment from the TCIDA itself. Though the

guidance from the ABO does consider it a best practice not to have a majority of legislators on the Board.

There were no difficulties working with staff in performing the audit nor any misstatements or disagreements.

The executive summary of the financial statement showed the net position was positive. The TCDC had only earned interest as income during the year. The TCIDA had all the income in administrative fees as well as expenses during the year. If there are any future question, Inero can come back to present at next months meeting.

OLD BUSINESS

None.

CHAIRS REPORT

None.

STAFF REPORT

Heather McDaniel reported that the SEQR determination for the City Harbor project is moving through the City of Ithaca's process and should be returning to the TCIDA for final approval at the May Board meeting. The public hearing for City Harbor took place on February 27, 2020.

It was reported that construction on most IDA projects has been paused due to the COVID 19 emergency including Harold's Square. For Harold's Square, this pause will cause a delay in opening. One exception is the Emmy's Organics project. The company is considered an essential business due to its food production and construction on the project is being finalized.

Heather McDaniel reported that two groups of local organizations have been formed to address businesses needs during the COVID 19 emergency. One is the Economic Recovery Cabinet and the other is the Resource Provider's Group.

APPROVAL OF MEETING MINUTES

Anne Koreman moved to approve the March 11, 2020 Board meeting minutes. John Guttridge seconded the motion. The motion was approved 7-0.

ADJOURNMENT

Anne Koreman moved to adjourn the meeting of the TCIDA Board of Directors. John Guttridge seconded the motion the motion was approved 7-0

The meeting was adjourned at 3:16 PM

Minutes approved at May 13, 2020 Board meeting.