



Auburn Industrial
Development Authority

REGULAR MEETING MINUTES
AUBURN INDUSTRIAL DEVELOPMENT AUTHORITY
Wednesday, February 17th @ 5:00pm
Remote due to COVID-19
2 State Street, Auburn, NY

- Board Present:** William Andre (Vice-Chair & Member of Labor)
Roger Beer (Member at Large)
Jimmy Giannettino (Council Member)
Brandon Gravius (Member of Industry)
Gwen Webber-McLeod (Member at Large)
Brandon Gravius (Member of Industry)
Terry Cuddy (Council Member)
- Absent:** Ron LaVarnway (Member at Large)
Jeff Gasper (School Board Member)
James Dacey (Chair & Member of Business)
- Staff & Guests:** Tracy Verrier, Executive Director
Taylor Symes, Acting Treasurer
Danielle Szabo, CEDA
Devon Roblee, CEDA
Rob Poyer, Hancock Estabrook, LLP
Peter Maciulewicz, Mack Studios
Diane Piscotti, Currier Plastics
Michael Cartner, Currier Plastics
Gavin Thomas, TGW
Lisa Kribs, TGW
Karen Kuhl, Cayuga County Convention and Visitor Bureau

Mr. Andre, Vice-Chair called the meeting to order at 5:00pm, noting the presence of a quorum.

MEETING MINUTES

Mr. Giannettino motioned to accept the January 20th Regular and Finance Committee Meeting minutes, seconded by Mr. Cuddy. All members voted in favor; motioned carried.

BILLS AND COMMUNICATION

Ms. Symes presented the following monthly bills: The Citizen in the amount of \$47.44, PILOT Disbursements to the City of Auburn in the amount of \$4,213.84, Cayuga County Treasurer in the amount of \$2,805.88, and Auburn Enlarged City School District in the amount of \$6,124.44, and Buffington and Hoatland in the amount of \$2,700.00.

Mr. Giannettino asked if the audit was annual. Ms. Symes stated that it was and Ms. Verrier stated that Ms. Buffington would be at the March meeting to review it and for the board to accept the audit. Mr. Beer explained that the board was very thorough in picking who would do the audit. Ms. Verrier stated this would be the last year on the current contract and an RFP would be going out to hire a firm for the next three years.

Mr. Beer motioned to accept the bills, seconded by Mr. Giannettino. All members voted in favor; motion carried.

James A. Dacey
Chairman

2 State Street
Auburn, NY 13021

PHONE
(315) 252-3500

FAX
(315) 255-3077

REPORT FROM THE TREASURER

Mr. Beer presented the Profit and Loss Budget Performance and Balance Sheet. The budget for this year shows a breakeven of zero. The bottom of the report shows a breakdown of the account balances and stated that this year was going well so far. Mr. Beer noted the adjusted budget that shows a projected \$371,000 in revenue versus the original budget that shows \$179,000. Mr. Beer asked if the new projections is reasonable. Ms. Verrier stated that includes fess for Nucor, Mack Studios and Currier Plastics, plus an additional \$8,000 to account for the possibility of another project in 2021. Mr. Beer stated that this was a good update for the projects that are coming forward.

Ms. Webber-McLeod moved to approve the Treasurer's Report, seconded by Mr. Giannettino. All members voted in favor; motion was carried.

UNFINISHED BUSINESS

SEQR Resolution: Mack Studios Expansion:

Ms. Verrier read the SEQR Resolution for Mack Studios into the record as it had not been distributed in the packet. Ms. Verrier reviewed the City's negative declaration with the board. Mr. Beer pointed out that on the checklist, one of the boxes were not checked. Ms. Verrier stated that she may have inadvertently unchecked it when opening the document.

Mr. Gravius moved to approve the SEQR Resolution, seconded by Ms. Webber-McLeod. All members voted in favor; motion was carried.

Authorizing Resolution: Mack Studios Expansion:

Mr. Giannettino wanted to note that Mr. Maciulewicz answered all of the board's questions at the prior meeting adequately.

Mr. Giannettino moved to accept the Authorizing Resolution for Mack Studios, seconded by Mr. Beer. All members voted in favor; motion was carried.

TGW Presentation:

Ms. Verrier stated that Ms. Kribs and Mr. Thomas were present to show the new website to the board and give an overview of what to expect next. Ms. Kribs stated that they have been working closely with Ms. Verrier and Ms. Roblee to put together the website, and they were about 90% done with the site. Ms. Kribs reviewed the website and asked the board to visit the staging site and provide feedback. Mr. Cuddy stated that he was very impressed and that the site covers a lot of what AIDA wanted to project to the companies, families and workers. Mr. Giannettino agreed that the site and brand aligns with what he envisioned at the beginning of this project and that it captured what AIDA wanted to portray to the community. Mr. Giannettino stated that the tag line of "Small Town, Big History" sums up Auburn well. Mr. Beer asked if this would be available and helpful to site selectors? Ms. Kribs stated that there is a section dedicated to site selectors. Mr. Beer stated that AIDA has to be vigorous on their outreach to present this information to the public. Mr. Thomas stated that they would be involved for a while to help promote the new brand. Mr. Cuddy explained that this website gives the opportunity to display Auburn as a bigger picture. Ms. Webber-McLeod recommended having a site selector look at the site and provide feedback to ensure that they get what they need from the site. Ms. Kribs stated that would be a good idea and that it would help them with the development. Ms. Verrier agreed and noted that she had someone in mind. Ms. Kuhl stated that the way the website is organized and the way the information is spread out throughout the website was very accessible. Ms. Kuhl added that the faces make it realistic and the constant access to "contact us" makes it seem as if we would be available to help no matter what. She stated that is an important feature to have.

CEDA Staff Update:

Ms. Verrier stated that she is working with Ms. Devon Roblee to also establish new email marketing systems to help with the brand. This would help to communicate with target audiences regularly with relevant content. This would keep them up to date on the day to day world of Auburn, NY. Also, Ms. Verrier stated that CEDA released an FRP for consulting services for a Supply Chain Analysis. This would also help to target specific industries for attraction. Ms. Roblee stated that she was working on locating a new email platform for CEDA that would be added to the new AIDA website.

Mr. Verrier noted that the Microenterprise Program has begun. The first session was on February 16th at 5 pm led by Ms. Golub. She had 6 applicants accepted into the program and a few people on the waiting list in case someone can't complete the course. The program is 8 weeks long.

Ms. Verrier stated that 5 DRI Applicants were approved and are moving into the contract phase.

NEW BUSINESS

Initial Project Resolution: Currier Plastics:

Ms. Verrier stated that this project is the Medical Expansion for Currier Plastics. Mr. Cartner introduced himself as the CFO and one of the owners of Currier Plastics. He stated this is an expansion that will take place on the existing property and add 90,000sqft to the facility. Mr. Cartner described the financing structure for the project, which includes bank financing and New Market Tax Credits, and went over the cost benefit analysis that Ms. Verrier presented. He stated this is one of the largest projects Currier Plastics has taken on and they are looking for support through the city and AIDA. Support from AIDA would include a PILOT and other tax abatements. He noted that Currier is looking to start construction in July of 2021 and that it would be an 11-month project. Mr. Cartner voiced that Currier Plastics has done projects in the past that were around \$9 million, but this project would be around double that. Mr. Cartner stated that when they purchased the land for this project, they also purchased the land by the plaza.

Ms. Verrier reviewed additional details of the Cost Benefit Analysis. She said that the jobs would be paying more than \$15/hr. She noted that the proposed PILOT structure merges in the existing PILOT so that there would only be one. Mr. Beer asked about the 485a note on the Cost Benefit Analysis. Ms. Verrier stated that note was included in error, there would indeed be a PILOT. Mr. Andre stated that he is the member for labor on the board and wanted to know if Mr. Cartner had read the Local Labor Policy and if he would be able to reach the numbers in the policy? Mr. Cartner stated he had no problem and should be able to exceed the numbers. Mr. Beer wanted to know if it was hard to find qualified people, and asked to confirm that the average salary for the jobs was \$60,000. Mr. Cartner stated that the numbers are averages. The beginning workforce start out at \$38,000/yr. He said they start their hiring through CPS, an employment service. Mr. Beer asked if the people that were hired through the employment service were actual employees of Currier Plastic or just temporary? Mr. Cartner stated that they become Currier Plastics employees after a 60-day probation period. Mr. Cartner pointed out that is not for all positions. Mr. Giannettino asked about the job creation, pointing to the table that showed job creation of 25 FTEs spread over 3 years and existing employment of 168. He asked if that number has remained constant or if it has fluctuated over time? Mr. Cartner stated that in 2019 they had 150 FTEs and in 2020 they grew to the number they are now. Mr. Giannettino stated that when he toured the company almost 3 years ago, they were in the realm of hospitality work, and asked if the company is shifting most of their work to the medical field? Mr. Cartner stated that the plan is to diversify product lines. He stated that at the end of 2019 he knew they had to change something to be able to stay on track for their growth rate. Mr. Cartner noted that hospitality demand reduced drastically because of COVID, but the demand of medical supplies increased. This is how they made the decision to put their focus here. Mr. Giannettino stated that he appreciated how they have been proactive and diversified themselves.

Mr. Cuddy motioned to approve the Initial Resolution and schedule a Public Hearing, seconded by Mr. Giannettino. All members voted in favor; motion carried.

Mr. Giannettino asked if this would have to go in front of the zoning board? Ms. Verrier stated that it already has. Ms. Verrier stated she would be in touch to schedule their Public Hearing.

CEDA Contract:

Ms. Verrier stated that the contract was the same as the previous contract but with updated dates. She stated that no one stated anything that needed to be changed. MS. Verrier stated that if anyone wanted to change anything to let her know or the board could approve it.

Ms. Webber-McLeod motioned to approve the CEDA Contract, seconded by Mr. Giannettino. All member voted in favor; motion was carried.

Report of the Governance Committee:

Mr. Cuddy stated that they would talk more in depth on this during the March Meeting. He stated that the committee is recommending some changes to the goals to be more specific for measurement purposes. He stated Ms. Verrier would present them at the March Meeting. The Bylaws and evaluations were reviewed. Mr. Cuddy stated that the Mission Statement was also revised. Ms. Webber-McLeod stated that when looking at the revision, the goals were aligned with the board's role in monitoring, and noted that the evaluations will help to inform future board development.

BOARD MEMBER UPDATES

Ms. Webber McLeod asked if TGW would be rolling out the website. Ms. Verrier stated that yes they would do so, but before that happens they are setting up social media platforms so that some content can be generated and existing before the full launch. Ms. Verrier explained there would be a little lag time between when the sites would be live and when they would be publicly launched. Ms. Webber-McLeod asked if the launch would include announcements for local and regional media? Ms. Verrier stated that she was not sure about that just yet. Mr. Giannettino stated that once this is launched, they could present at the Council Meeting since everything is publicly live streamed.

Mr. Giannettino asked if any progress has been made to fill Mr. LaVarnway's seat on the board? Ms. Verrier stated she does not have an update on that since Mr. Dacey is unavailable at this time. Ms. Webber-McLeod asked what seat would this be? Ms. Verrier stated that Mr. LaVarnway was an at large member, but had experience in manufacturing. Ms. Verrier stated that they have a good candidate, but were just waiting on official nomination.

Upcoming Events:

Ms. Verrier reviewed upcoming events.

Motion to adjourn by Mr. Beer, seconded by Ms. Webber-McLeod. All members voted in favor. Meeting adjourned at 6:24pm.

Upcoming meeting scheduled for March 17th @ 5pm

Respectfully Submitted,
Taylor Symes