

**A meeting of the Board of Directors of the Cayuga Economic Development Agency Inc., (“CEDA”) was brought to order at the Cayuga County Chamber of Commerce at 2 State Street, Auburn, NY at 8:00 am, Thursday December 20, 2018. The following Board Members were in attendance:**

<b>Present</b>	<b>Absent/Excused</b>	<b>Proxy Voting</b>	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>Kevin Miles, Chair</b>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>Sue Edinger, Vice-Chair</b>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<b>Cynthia Aikman, Treasurer</b>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<b>Kelley Gridley, Secretary</b>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>Ray Lockwood, At Large Executive Committee</b>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<b>Jim Dacey</b>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>Jeff Dygert</b>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<b>Brian Hartwell</b>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<b>Tom Herbert</b>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>Susan Higgins</b>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<b>Grant Kyle</b>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>Tom Lewis</b>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>J. Justin Woods</b>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>Tom Minicucci</b>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<b>Monika Salvage</b>

**Other Attendees:**

- Tracy Verrier, Teresa Auchman and Derek Simmonds (CEDA)

**1. Quorum Call:**

Mr. Miles, Chair, called the meeting to order at 8:03 a.m. noting that there was a quorum present.

**2. Consent Items:**

Mr. Lockwood made a motion to approve the consent agenda items as distributed. Ms. Higgins seconded. All present voted in favor motion carried.

**3. Activities Update:**

Ms. Verrier reported that Central New York was awarded \$88.2m from the state for 91 projects. Of the approximately \$50.15m awarded for specific projects, Cayuga County projects were awarded \$3.7m, with an additional \$1.84m being awarded to multi-county projects that include Cayuga.. Volpi Manufacturing was awarded a \$320,000 ESD grant, which will assist with the creation of 17 new jobs. Keith Titus Corp (Page Trucking) was also awarded a \$1.2m ESD grant to expand and upgrade their facility giving it a more professional appearance. In addition, the Schweinfurth Art Center was awarded \$250,000 from NYSCA to upgrade their HVAC system.

Ms. Verrier provided the following additional updates:

- The next DRI Public Workshop will be on January 8 at Booker T Washington, and the next LPC meeting will be January 22. There are currently 29 projects that have requested over \$20m in DRI funding, so the LPC will need to work hard to get the list down to the \$10m level.
- Octane Social House was approved for a city small business loan of \$63,731. They have opened a satellite location at Health Central while they are working on getting their main location open.
- The city loan program closed on the \$50,000 loan approved for The Muldrow Group. He called to express his gratitude to CEDA and stated that he has made huge strides in getting new clients.

Mr. Woods asked if tracking was done on the progress of the companies receiving CFA awards. Ms. Verrier stated that there is follow up with those who received awards and CEDA often continues to work with those

companies on their projects. Mr. Woods suggested discussing CEDA's role to advance projects at the January County Planning committee meeting.

Mr. Miles then gave an update regarding the water situation in Aurora, stating that it was not good. This was brought to his attention by Ms. Edinger. The college provides water to the Village of Aurora but if funding cannot be secured to correct the water issue then the college will only supply water to the campus and not the village. Ms. Edinger informed the board that a study was conducted and it was determined that the system is dangerously close to failure. This problem is a potential threat to businesses and jobs, and there needs to be continued pressure to resolve it. Mr. Woods stated that this is a long term issue and that the system needs to be replaced. It is a priority but there is a financial challenge due to the small population of the town. Mr. Lewis commented that it appears everyone locally is doing their job so who has the money for this project? He feels that the Governor is the solution and that a marketing/advocacy campaign needs to be created. Mr. Lewis also asked what the criteria is for declaring a state of emergency. Mr. Dygert stated that the Mayor of Aurora would need to initiate it, then it would work up the municipal hierarchy. It was noted that financing is one thing but timing and engineering is another. Ms. Edinger agreed that the village would need state money.

Ms. Verrier explained that the development of the CRM is underway and a representative from Executive Pulse will be in Auburn to do training with staff on January 4.

#### **4. 2019 Planning Documents:**

Ms. Verrier provided the following information on 2019 items:

**Budget:** The 2019 budget is down to a \$35,000 gap instead of \$50,000, which represents a cut to some budget areas but overall the organization will be able to operate normally. Mr. Lockwood made a motion to approve the 2019 budget. Ms. Edinger seconded. All present voted in favor motion carried.

**Workplan:** The 2019 workplan for CEDA is similar to previous years. Referring to the metrics, Ms. Verrier noted a shift in focus from entrepreneurs to existing small businesses. This is why the 2019 goal for entrepreneur meetings is lower than the actuals from the last couple of years. Ms. Verrier will be attending a conference in January to learn more about cooperative development and community wealth building strategies. Ms. Verrier also noted a change in the marketing metrics, which shifted from counting the number of website visitors to looking at the quality of the visits. The idea is to track whether people are using the website as a resource or if they are visiting and leaving immediately. Mr. Lockwood made a motion to approve the 2019 workplan. Mr. Mincucci seconded. All present voted in favor motion carried.

**Board & Officer Nominations:** There are three seats open on the board. The General Business seat being vacated by Mr. Lewis will transition to Mr. Kyle, which opens the Agricultural seat. This seat will be filled by Ms. Crystina Brooks of DuMond Ag. Mr. Demetrius Murphy will fill the County Resident seat, replacing Ms. Salvage. We are still working on a commitment for the Hospitality seat that will be vacated by Ms. Edinger. Ms. Edinger made a motion to approve Ms. Brooks for the Agricultural seat and Mr. Murphy for the County Resident seat. Ms. Higgins seconded. All present voted in favor motion carried.

**Meeting Schedule:** The 2019 meeting schedule was distributed. Ms. Verrier noted that the January meeting will be held on the 24<sup>th</sup> at 10:30am at the Hilton Garden Inn prior to the Economic Forecast Luncheon. The joint meeting with the Chamber has been moved to March this year.

#### **5. Discussion Item 1: Staff Presentation by Derek Simmonds:**

Due to time constraints, Mr. Simmonds was unable to give his presentation at this meeting.

#### **6. Board Updates**

Due to time there were only a few updates given:

Mr. Lockwood stated that Mr. Simmonds held a very good and informative Agricultural Economic Resource Summit. Ms. Verrier stated that the summit was video recorded and that the panel discussions will be available for viewing online.

Mr. Dygert noted that the northern part of the county is not represented on the board. Ms. Edinger stated that maybe the northern part of the county could be looked at for the hospitality seat.

Motion to adjourn at 9:08 am by Mr. Lockwood, seconded by Mr. Lewis. All present voted in favor, motion passed.

**The next CEDA meeting will take place on January 24<sup>th</sup>, 2019 at 10:30 am at The Hilton Garden Inn, prior to the Economic Forecast Luncheon.**