

FULTON COUNTY INDUSTRIAL DEVELOPMENT AGENCY

**TUESDAY
JANUARY 14, 2014
5:00 P.M.
PLANNING DEPARTMENT CONFERENCE ROOM**

ANNUAL MEETING

MEETING NOTES

PRESENT:

_JOE GILLIS, CHAIRMAN
TODD RULISON, SECRETARY
JOSEPH SEMIONE, MEMBER
LEN HOUSE, MEMBER
GEORGE BEVINGTON, MEMBER
_JAMES MRAZ, IDA EXECUTIVE DIRECTOR
KARA LAIS, FITZGERALD, MORRIS, BAKER, FIRTH PC
MIKE REESE, PRESIDENT, FULTON COUNTY CRG
LEADER HERALD

I. MINUTES FROM DECEMBER 5, 2013 MEETING:

MOTION : Accept as presented.
MADE BY : Len House
SECONDED : George Bevington
VOTE : Unanimous

II. BUDGET REPORT:

MOTION : Accept as presented.
MADE BY : Todd Rulison
SECONDED : Len House
VOTE : Unanimous

III. COMMITTEE REPORTS:

A. Nominating Committee:

1. Report of Nominating Committee: 2014 Officers

Chairman	: Joe Gillis
Vice-Chairman	: Len House
Treasurer	: Bill Sullivan
Secretary	: Todd Rulison

2. Nominating Committee recommends that the IDA Board consider term limits for officers.

IDA DISCUSSION: Len House presented the slate of officers for 2014 as recommended by the Nominating Committee. Len House added that it is the Nominating Committee's recommendation that the IDA Board consider creating term limits for its officers. George Bevington stated that the Nominating Committee believes this would be a good practice. The IDA Board discussed which Committee should review this recommendation. It was the unanimous consensus of all present to have the Governance Committee review the Nominating Committee's recommendation and come back to the full Board in the future with a recommendation on whether or not to pursue establishing term limits for IDA officers.

IDA ACTION:

MOTION	:	To accept the report of the Nominating Committee for 2014 IDA Officers
MADE BY	:	Len House
SECONDED	:	Joseph Semione
VOTE	:	Unanimous

B. Audit Committee:

- No report.

C. Governance Committee:

- No report.

D. Finance Committee:

- No report.

IV. OLD BUSINESS:

A. Lot Sale Payment from 1988 Incubator Building Project in Crossroads Industrial Park:

- Found the 1989 Promissory Note and Collateral Security Mortgage.

IDA DISCUSSION: Jim Mraz stated that Mike Reese was searching through old file boxes at the CRG's offices and found the 1989 Promissory Note and Collateral Security Mortgage for the Lot Sale that occurred in 1988 regarding the Incubator Building Project. He stated he simply wanted to let the IDA Board know that both of these documents have now been found. He reminded IDA Board members that there was also found some time ago a Discharge of Mortgage document that had been signed indicating that this mortgage had been paid off. However, the IDA had no record of ever receiving a payment.

B. Tryon Technology Park and Incubator Center Project:

1. Deed Transfer:

- Update: Kara Lais

IDA DISCUSSION: Kara Lais announced that she had received all of the closing documents regarding the transferring of title of the former of Tryon Campus from the State to the IDA. She stated Chairman Gillis has executed these documents. She stated once the documents are filed in the County Clerk's Office sometime this week by the title company, title will officially have been transferred from the State to the IDA for the Tryon property. She stated the transfer should be completed by the end of this week.

2. SEQR:

a. Proposed Action:

1. The proposed action is the redevelopment of the former Tryon Juvenile Detention Facility into the Tryon Technology Park and Incubator Center.
2. The proposed project will include:
 - Potential physical alteration of 10+ acres of land.
 - Creation of shovel-ready sites.
 - Construction of new internal access roads and stormwater collection system.
 - Construction of new water and sewer lines.
 - Renovation of sewer pump stations.
 - Installation of water tank and pumps.
 - Building demolition.
 - Installation of gas and electric and communications and fiber optics.
 - Other work.

b. Resolution Adopted at October 22, 2013 Meeting:

1. At October 22, 2013 meeting, the IDA Board adopted a SEQR resolution that:
 - a) Classified the proposed action as a Type I Action.
 - b) Proposed that the IDA Board serve as Lead Agency.
 - c) Authorized the distribution of the Site Plan and Part I Environmental Assessment Form (EAF) to all Involved Agencies asking for:
 - 1) Their consent to the IDA serving as Lead Agency.

- 2) Their comments on whether the proposed action may create any environmental impacts.

c. Input Received From Involved Agencies on Lead Agency:

1. Involved Agencies were sent letters on October 25, 2013 asking for their input and comments by Friday, November 29, 2013.
2. Letters were received from the following Involved Agencies by November 29, 2013:
 - Fulton County Board of Supervisors
 - Gloversville Water Board
 - Empire State Development
 - NYSDEC
 - NYSDOH
 - Gloversville Johnstown Joint Wastewater Treatment Plant
3. All Involved Agencies consented to the IDA serving as the SEQR Lead Agency.

d. Comments from Involved Agencies:

1. In its October 31, 2013 letter, NYSDEC offered three (3) comments on the proposed project:
 - a. An unnamed tributary of the Kayaderosseras Creek, a Class C(T) stream, is located on the Project Site and any disturbance to the bed or banks of this stream would require an Article 15 Protection of Waters Permit.
 - b. Any disturbance of more than 1 acre of total area on the site will require a SPEDES General Permit for Stormwater Discharges from Construction Activities (GP-02-01).
 - c. A portion of the project site is in a general area known to contain archeological resources. NYSDEC suggested that the project information be submitted to the NYS Office of Parks, Recreation and Historic Preservation (OPRHP) to request a Determination of Project Impacts on Cultural Resources.
2. No other comments were received.

e. Resolution Adopted at December 5, 2013 Meeting:

1. The IDA Board adopted a SEQR Resolution that designated the IDA Board as SEQR Lead Agency.
2. On December 9, 2013, letters were sent to all Involved Agencies advising them that the IDA Board designated itself as Lead Agency.

f. Environmental Assessment Form: Part II:

- At its December 5, 2013 meeting, the IDA Board reviewed an Environmental Assessment Form: Part II on the proposed project.

- The IDA Board determined that the following sections of the Part II form could be eliminated from consideration since there was no reasonable justification that the proposed project may create any significant adverse environmental impacts in these categories:

2. Geological Features
4. Groundwater
5. Flooding
6. Air
9. Aesthetic Resources
10. Historic and Archeological Resources
11. Open Space and Recreation
12. Critical Environmental Areas
15. Noise, Odor and Light
17. Consistency with Community Plans

- The IDA Board did determine that the following remaining sections of Part II should be checked “Yes” and the sub-questions under each of those sections should be answered:

1. Land
3. Surface Water
7. Plants and Animals
8. Agricultural Resources
13. Transportation
14. Energy
16. Human Health
18. Consistence with Community Character

g. Part III: Evaluation of the Magnitude and Importance of Project Impacts and Determination of Significance:

- As Lead Agency, the IDA Board must complete a Part III for every question in Part II where the impact was identified as potentially large or where there is a need to explain why a particular element of the proposed action will not or may result in a significant adverse environmental impact.
- Based on its analysis in Part III, the IDA, as Lead Agency, must decide whether to require a Draft Environmental Impact Statement (DEIS) to further assess the proposed action or whether available information is sufficient to conclude that the proposed action will not have a significant adverse environmental impact.

h. Environmental Assessment Report (EAR):

- A comprehensive EAR was prepared to serve as the basis for the IDA Board issuing a Determination of Significance.
- The EAR was mailed to IDA Board members on January 2, 2014.
- The EAR was e-mailed to IDA Board members on January 2, 2014.
- Review EAR.

i. Determination of Significance:

- Based upon the information contained in the EAF Parts I and II, the EAR, public comments, input from Involved Agencies and the IDA Board's knowledge and review, the IDA Board, as Lead Agency, must make a Determination of Significance.
- The IDA Board could issue one (1) of two (2) declarations:
 1. Positive Declaration:
 - This would mean the IDA Board determined that the proposed action may create significant environmental impacts and that a Draft Environmental Impact Statement (DEIS) should be prepared.
 - This would mean the SEQR Review would continue.
 2. Negative Declaration:
 - This would mean the IDA Board determined that the proposed action will not create any significant environmental impacts and that a DEIS does not have to be prepared.
 - This would mean the SEQR Review would end.

IDA DISCUSSION: Jim Mraz reviewed the information on the Agenda. He chronicled the process the IDA Board has gone through to date with respect to its SEQR review. He stated, at the last meeting, the IDA Board reviewed Part 2 of the Environmental Assessment Form. During that review, the IDA Board determined that there were eight (8) sections that were checked "yes" indicating there may be some impacts in these areas that may be created by the proposed project. He stated that a Part 3 report was prepared. The purpose of this report was to evaluate the magnitude and importance of these potential impacts. Jim Mraz stated that the report is titled the "Environmental Assessment Report" (EAR). Copies of the draft report were distributed to IDA Board members on January 2, 2014. Jim Mraz distributed copies of an updated EAR for IDA Board members to review.

Jim Mraz reviewed the form and content of the final EAR. He discussed, in detail, issues regarding site drainage and traffic impacts. He stated that with respect to site drainage, the proposed project will create some additional runoff coming from the new road that will be constructed. He stated that C.T. Male has designed a stormwater collection and management system that features roadside ditches and three (3) pocket ponds to collect and store the additional stormwater runoff. He stated this Stormwater Management Plan will result in the rate of runoff from the Project Site to not exceed current levels after the road is constructed.

With respect to potential traffic impacts, Jim Mraz stated that County Road 107 is currently operating at less than 20% of its capacity. He reviewed the information in the Environmental Assessment Report regarding existing conditions. He stated for the purposes of conducting the SEQR Review, his office sought the input from the NYS Department of Transportation in assessing what impacts the proposed project could create. For the sake of assessing the potential traffic impacts, it was estimated that, at full buildout, there would be 1,000 people working at the Project Site. He reviewed the information in the EAR regarding the assessment of the potential impacts these 1,000 employees working at the Project Site could have on the transportation network. He reviewed the information in the EAR regarding the term Level of Service (LOS). He stated NYSDOT's Community Planning and Technical Assistance Section determined that County Road 107 is currently operating at a LOS A. A LOS C on a rural roadway like

County Road 107 is considered acceptable. He stated two (2) separate assessments were done on what impacts having a 1,000 workers at the Project Site could have on the LOS of County Road 107. Both analyses indicated that even with a 1,000 persons working at the Project Site, County Road 107 would still operate at a LOS A or B.

Jim Mraz also reviewed information in the EAR regarding the assessment of intersections on County Road 107. He stated the access road from the Project Site where it intersects County Road 107 currently has one (1) lane for exiting traffic. He stated that he has spoken with the County Highway Superintendent about having this entrance road widened to have a left and right turn lane exiting the Project Site. Jim Mraz stated that the County Highway Department will be repaving all of the internal access roads at Tryon in 2014. He stated that the Highway Department will pursue widening the access road to allow for two (2) exit turn lanes as part of this project.

Jim Mraz reviewed the balance of the EAR with IDA members. He then asked IDA members if they had any questions or comments regarding the form and content of the Report. Todd Rulison asked what will be happening with respect to the water and sewer connections at the Hale Creek Correctional Facility. Jim Mraz stated that the EAR identifies the State's request to have the water and sewer lines disconnected from the Hale Creek Correctional Facility. Todd Rulison stated he read that section and that was why he was asking about the status of the State's request. Jim Mraz stated the County has requested time to complete this work. A letter was sent to the Commissioner of Department of Corrections and Community Supervision. He stated the County is still waiting for a response back.

George Bevington stated that the EAR is one of the most comprehensive environmental reports he has seen done on a proposed action without having to undertake the preparation of a formal Draft Environmental Impact Statement (DEIS). He stated the EAR identifies all of the issues and concerns that exist, provided detailed information and assessments of what potential impacts there may be for each of these issues and verified that the project can be implemented without creating significant environmental impacts.

Jim Mraz stated that the EAR is intended to provide a comprehensive assessment of all potential impacts this proposed project may create. He stated the Report indicates that the proposed project as designed and including the mitigative measures discussed in the Report can be completed without creating any significant environmental impacts.

Jim Mraz stated that the IDA Board, as Lead Agency, needs to make a Determination of Significance. He reviewed the information on the Agenda regarding the two (2) different Determinations of Significance the IDA Board can make. One was a Positive Declaration. The other is a Negative Declaration. He explained to IDA Board members the differences between the two (2) declarations. He asked IDA Board members if they were ready to issue a Determination of Significance. All present stated, "yes." He then asked IDA Board members if they had any questions regarding EAR or the issuance of a Determination of Significance. There were none.

Jim Mraz asked IDA members if they would like to send copies of the EAR to the Cities of Johnstown and Gloversville even though they are not Involved Agencies in the SEQR process. It was the unanimous consensus of all IDA members present to have Jim Mraz send copies of the final Environmental Assessment Report to both Cities.

IDA ACTION:

MOTION: To issue a Negative Declaration on the proposed Tryon Technology Park and Incubator Center Project and to authorize and direct the Executive Director to distribute the Negative Declaration to the Chief Elected Officials in the Towns of Johnstown and Perth, all Involved Agencies and the Environmental Notice Bulletin.

MADE BY: Todd Rulison
SECONDED: Joseph Semione
VOTE: Unanimous

3. Tryon Marketing Study:

a. National Grid Grant:

- National Grid has awarded a \$75,000 grant from its Strategic Economic Development Outreach Program to the IDA for the Tryon Marketing Plan Project.
- This grant will be matched by County funds.
- Fulton County will now distribute a Request for Proposals to marketing firms to obtain cost proposals to prepare the Tryon Marketing Plan.

b. Scope of Work:

- See handout.

IDA DISCUSSION: Jim Mraz stated that he will be presenting a request to the Economic Development Committee at its January 28th meeting to go out with a Request for Proposals (RFP) to send to marketing firms to submit cost proposals to prepare this Tryon Marketing Plan. He stated the County hopes to have a firm hired by April 2014. He stated that the County will be the entity hiring the marketing firm. This approach is being pursued so that the County would be the entity paying the bills for this project. He asked IDA Board members if they were okay with this approach or whether they preferred to have the IDA hire the marketing firm. It was the unanimous consensus of all IDA Board members present to have Fulton County be the contracting entity for this project.

Todd Rulison asked if this work will include developing a new name for Tryon. Jim Mraz stated that that initiative will be part of a separate project known as the Regional Branding Project. He stated Fulton County has hired North Star Destination Strategies of Nashville, Tennessee to prepare a Regional Branding Project. The end result of that project will be the development of a brand/logo that will be used in marketing economic development initiatives in the Fulton/Montgomery County Region. He stated that once this brand/logo is developed, consideration will be given to developing a new name for Tryon that would fit within the brand/logo that will be developed as part of that project.

V. NEW BUSINESS:

A. 2014 Committee Appointments:

- Per the IDA’s Bylaws, the Chairman shall annually appoint members to the IDA’s Committees.
- The following is the Chairman’s list of Committee appointments for 2014.

<u>Committee</u>	<u>2013</u> <u>Appointees</u>	<u>2014</u> <u>Appointees</u>
1. Audit	1. Len House 2. Fran Reed 3. William Sullivan	1. Len House 2. Joseph Semione 3. William Sullivan
2. Governance	1. Todd Rulison 2. Joseph Gillis 3. George Bevington	1. Todd Rulison 2. Joseph Gillis 3. George Bevington
3. Finance	1. Fran Reed 2. Todd Rulison 3. William Sullivan	1. Joseph Semione 2. Todd Rulison 3. William Sullivan
4. Nominating	1. Joseph Semione 2. Len House 3. George Bevington	1. Joseph Semione 2. Len House 3. George Bevington

B. Staff Appointments:

1. The IDA’s Bylaws require that the IDA Board annually appoint:

- Executive Director
- Auditor

2. Appointment of Executive Director:

MOTION: To appoint Jim Mraz to serve as the IDA’s Executive Director for 2014 at a salary of \$18,900/year.

MADE BY: George Bevington

SECONDED: Todd Rulison

VOTE: Unanimous

3. Appointment of Auditor:

IDA DISCUSSION: Todd Rulison asked whether the IDA Board should seek cost proposals from other auditing firms. There was a brief discussion regarding having the IDA Board seek proposals at this time for audit services due to the belief that the IDA can obtain auditing services at a lower cost. After this brief discussion, it was the unanimous consensus of all IDA members present to proceed with hiring West & Company to serve as the IDA’s auditor in the preparation of the Audit of the 2013 Financial Statements, but that the IDA Board should seek competitive proposals for having this work done for 2014.

MOTION: To appoint West & Company to serve as the IDA's Auditor for 2014.

MADE BY: Joseph Semione

SECONDED: Todd Rulison

VOTE: Unanimous

C. Engagement Letter Regarding Audit of IDA's 2013 Financial Statements:

1. Engagement Letter from West & Company:

- Engagement Letter identifies West & Company's scope of work to audit the IDA's 2013 Financial Statement and for providing payroll services in 2014.
- Total Fee: \$ 9,500 Audit
\$ 500 Payroll
- These funds are included in IDA's 2014 Budget.

MOTION: To authorize the Chairman to sign the Engagement Letter with West & Company to audit the IDA's 2013 Financial Statements and provide payroll services in 2014 at a total cost of \$10,000.

MADE BY: Len House

SECONDED: Joseph Semione

VOTE: Unanimous

D. Legal Counsel Agreements:

1. General Legal Services Agreement:

- It is recommended that the IDA retain the law firm of Fitzgerald, Morris, Baker, Firth, PC to serve as IDA Counsel in 2014 and provide general legal services.
- Total Retainer: \$5,000
- These funds are included in IDA's 2014 Budget.

MOTION: To authorize the Chairman to execute an Agreement with Fitzgerald, Morris, Baker and Firth, PC to provide general legal services in 2014 at a total retainer fee of \$5,000.

MADE BY: George Bevington

SECONDED: Joseph Semione

VOTE: Unanimous

2. Legal Services Agreement for Tryon Technology Park and Incubator Center Project:

- It is recommended that the IDA retain the law firm of Fitzgerald, Morris, Baker, Firth, PC to provide legal services to the IDA in 2014 for the Tryon Technology Park and Incubator Center Project.
- Total Retainer: \$3,000
- These funds are included in IDA's 2014 Budget.

MOTION: To authorize the Chairman to execute an Agreement with Fitzgerald, Morris, Baker and Firth, PC to provide legal services in 2014 at a total retainer fee of \$3,000.

MADE BY: Todd Rulison

SECONDED: Joseph Gillis

VOTE: Unanimous

E. Financial Officer:

- It is recommended that the IDA retain Carol Ellis to perform financial services for the IDA in 2014.
- Total Fee: \$600
- These funds are included in IDA's 2014 Budget.

MOTION: To authorize the Chairman to execute an Agreement with Carol Ellis to provide financial services to the IDA in 2014 at a total fee of \$600.

MADE BY: George Bevington

SECONDED: Todd Rulison

VOTE: Unanimous

F. 2013 Performance and Measurement Report:

1. Background:

- The 2009 Public Authorities Reform Act requires public authorities to develop performance measures to assist public authorities determine how well they are carrying out their mission.
- Performance measures assist the IDA Board and management to evaluate and monitor whether the IDA's authority's policies and operating practices are in accordance with its mission.

2. Review 2013 Performance and Measurement Report:

- See Handout.

IDA DISCUSSION: Jim Mraz reviewed the Performance and Measurement Report that was attached to the Agenda. He asked IDA Board members if they had any questions. There were none.

IDA ACTION:

MOTION: To authorize and direct the Chairman to sign the 2013 Performance and Measurement Report and to direct the Executive Director to file said Report with the ABO.

MADE BY: Joseph Semione
SECONDED: Len House
VOTE: Unanimous

G. 2013 IDA Board Performance Questionnaire:

1. Background:
 - The 2009 Public Authorities Reform Act requires board members of public authorities to conduct an annual evaluation of its performance.
 - Evaluation forms were distributed to all IDA Board members on December 26, 2013.
 - Executive Director has collected the forms and tallied the results.
2. Review Summary of 2013 IDA Board Performance Questionnaire
 - See Handout.

IDA DISCUSSION: Jim Mraz reviewed the handout regarding the outcome of the 2013 IDA Board Questionnaire. He asked IDA Board members if they had any questions. There were none.

IDA ACTION:

MOTION: To authorize the Executive Director to submit the 2013 Summary of IDA Board Performance Questionnaire to the ABO.

MADE BY: Len House
SECONDED: Joseph Semione
VOTE: Unanimous

H. 2013 Assessment of the Effectiveness of Internal Financial Controls System:

1. Background:
 - The IDA's Policy 11 requires the IDA Board and management to complete an annual assessment of the effectiveness of the IDA's internal financial control system.
2. IDA's Internal Financial Control System:
 - See Handout.
3. Management's Assessment of Internal Financial Control System:
 - The Executive Director and Chief Financial Officer recommend no changes to the IDA's Internal Financial Control System.

4. Internal Financial Control System Certification:

- IDA’s Policy 11 Annual Assessment of the Effectiveness of Internal Controls requires the IDA Board to adopt a certification statement upon completion of its annual review of the IDA’s Internal Financial Control System.
- Proposed statement reads as follows:

“The IDA Board of Directors has documented and assessed the internal control structure and procedures off the Fulton County Industrial Development Agency for the year ending December 31, 2013. This assessment found the IDA’s internal controls were determined to be adequate, and to the extent that deficiencies were identified, the IDA has developed corrective action plans to reduce any corresponding risk.

IDA DISCUSSION: Jim Mraz stated that the Executive Director and Chief Financial Officer have reviewed the IDA’s Internal Financial Control System. Based upon the events of 2013, he stated that the Executive Director and Chief Financial Officer recommend no changes to the existing system. He asked IDA Board members if there were any questions or issues they had with the IDA’s Internal Financial Controls. There were none.

IDA ACTION:

MOTION: To adopt the Certification Statement presented above and to authorize and direct the Executive Director to submit acknowledge in PARIS that said Certification Statement was approved by the IDA Board.

MADE BY: Joseph Gillis
SECONDED: Todd Rulison
VOTE: Unanimous

I. IDA’s 2013 Annual Report:

- The Draft 2013 Annual Report was e-mailed to all IDA members on January 2, 2014.
- Review Draft 2013 Annual Report.

IDA DISCUSSION: Jim Mraz reviewed the form and content of the 2013 Annual Report. He asked Board members if there were any comments on the form and content of the Report. There were none.

IDA ACTION:

MOTION: To approve the IDA’s 2013 Annual Report and to authorize and direct the Executive Director to file the Report under PARIS as required by the Public Authorities Accountability Act and with the Board of Supervisors..

MADE BY: Joseph Gillis
SECONDED: George Bevington
VOTE: Unanimous

VI. OTHER BUSINESS:

A. Fire Tax Bill for IDA Properties on NYS Route 30A:

- IDA owns two (2) vacant parcels of land on the east side of NYS Route 30A.
- Both parcels are in the Town of Johnstown.
- 2014 Fire Tax bills have been received. Even though the IDA is tax exempt, it is not exempt from Fire Taxes.
- 2014 Fire Tax Bills are:
 - 174.-2-66 : \$27.94
 - 174.-2-65 : \$28.32

IDA ACTION:

MOTION: To authorize the payment of these two (2) fire tax bills.

MADE BY: Todd Rulison

SECONDED: Joseph Gillis

VOTE: Unanimous

B. 2013 PILOT Report:

1. Background:
 - Each year, the IDA monitors all PILOT Agreements it has on projects to verify that PILOT payments are being made per the PILOT Agreements.
 - Each year, the IDA sends a letter to every company it has a PILOT with asking that they fill out a PILOT Report.
 - The IDA also sends a similar letter to all local taxing jurisdictions impacted by an IDA PILOT. The information from local taxing jurisdictions is used to compare against the information received from companies.
 - The 2013 letters and reports were sent out on November 18, 2013.
2. Status Report:
 - To date, the IDA has received responses from:

Companies:

YMCA

Euphrates

Swany

CG Roxane

Nathan Littauer Hospital

CIC

Municipalities/School Districts:

City of Gloversville
Fulton County
Greater Johnstown School District
City of Johnstown

- The IDA has sent follow-up requests to:

Companies:

STAG

Municipalities/School Districts:

Fonda-Fultonville School District

3. Summary of 2013 PILOT Payments:

- See handout.

4. As of January 1, 2014, the IDA has active PILOT Agreements with the following projects:

Owner	Lessee	Address	Occupant
IDA	STAG	200 Union Ave.	Pioneer Windows
IDA	STAG	199 Enterprise	Vacant
IDA	CIC	160 Enterprise	Vacant
IDA	Euphrates	230 Enterprise	Euphrates
IDA	Swany	115 Corporate Drive	Swany
IDA	CG Roxane	1 Old Sweet Road, Johnstown	CG Roxane

C. IDA Vacancy:

1. Background:

- Fran Reed resigned from the IDA Board as of December 31, 2013.
- As a result, there is one (1) vacancy on the IDA Board.

2. Proposed New Member:

- IDA members reviewed the information submitted to it by Diana Putnam.

IDA DISCUSSION: IDA members reviewed the letter and resume from Diana Putnam. Jim Mraz stated he met with Diana Putnam to discuss her potential interest in serving on the IDA Board. Based upon the information he provided to her and the discussion, Ms. Putnam expressed an interest in joining the IDA Board.

IDA ACTION:

MOTION: To recommend to the Fulton County Board of Supervisors that Diana Putnam be appointed to the IDA Board to replace Francis Reed.

MADE BY: Todd Rulison
SECONDED: Joseph Semione
VOTE: Unanimous

VII. CLOSE MEETING:

MOTION : To close the meeting.
MADE BY : Joseph Semione
SECONDED : Todd Rulison
VOTE : Unanimous
TIME : 6:20 p.m.