

**CHEMUNG COUNTY INDUSTRIAL  
DEVELOPMENT AGENCY  
400 EAST CHURCH STREET  
ELMIRA, NEW YORK 14901  
607-733-6513**

**NOTICE OF GOVERNANCE MEETING**

**MONDAY, AUGUST 31, 2015**

**3:30 PM**

**400 EAST CHURCH STREET  
2<sup>ND</sup> FLOOR**

**CHEMUNG COUNTY INDUSTRIAL DEVELOPMENT AGENCY**

**GOVERNANCE COMMITTEE**

**AUGUST 31, 2015**

**AGENDA**

1. Approval of Minutes of May 28, 2015
2. IDA Reform Legislation
3. ABO Recommendations
4. Project Monitoring Report
5. Other Business
6. Adjournment

**Governance Committee  
Minutes of the Meeting  
August 31, 2015  
3:30 PM**

**Attendance:** Michael Hosey, George Miner, Thomas O'Mara, Thomas Santulli, Alan Winston

**ABO Conflict of Interest Policy**

G. Miner shared a recent publication of the Authority Budget Office Recommended Practice: Conflict of Interest Policy of Public Authorities. The committee discussed the recommended practices and concurred that it is in line with the practices of the Chemung County IDA. A copy of the ABO publication will be shared with the Board of Directors.

**IDA Policy Review Report**

G. Miner presented a report comparing various policies of each IDA within the Southern Tier economic development region. The following policies were compared:

- A. Local Labor Policy
- B. Property Tax Exemption (UTEP) Policies
- C. Sales Tax Exemption Policy (UTEP)
- D. Mortgage Tax Exemption Policy (UTEP)
- E. Application Fee Policy
- F. Administrative Fee Policy
- G. Recapture Policy

The Committee discussed the issue of Local Labor Policies. After much discussion, it was unanimously agreed not to consider a local labor policy but rather to continue promoting the use of local labor on a project by project basis, and to strengthen the Cost Benefit Analysis used by the board in evaluating applications for Financial Assistance, to better measure the use and impact of local labor when considering requests.

**Recapture/Clawback**

No determination was made to revise the CCIDA's Recapture policies at this time.

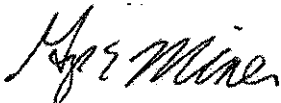
**IDA Mission Statement & Performance Measures**

G Miner presented copies of each Southern Tier IDA's Mission Statement and Performance Measures. All used the standard Mission Statement and Measures as recommended by the ABO.

G. Miner is to incorporate the Performance Measures into the Administrative Agreement between STEG and the CCIDA.

There being no further business, the meeting was adjourned at 4:35 PM.

Respectfully submitted,



George E. Miner  
Executive Director