



CITY OF UTICA

Utica Industrial Development Agency
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ROBERT M. PALMIERI
MAYOR

JOSEPH HOBIKA, SR.
CHAIRMAN

JACK SPAETH
EXECUTIVE DIRECTOR

January 5, 2016 8:30a.m.
Utica Industrial Development Agency Regular Meeting
Utica City Hall – 1 Kennedy Plaza, Utica

Members Present: Joseph Hobika, Sr, John Buffa, Emmett Martin
Excused: Vin Gilroy, John Zegarelli
Also Present: Jack Spaeth (Executive Director)
Others: Bill Maxim (NE Reg Council of Carpenters)

1) CALL MEETING TO ORDER: The meeting was called to order by Mr. Hobika, Sr. at 8:37a.m. The Finance, Governance and Audit Committees, as they consist of sitting Agency members, meet as a committee of the whole, and in doing such, meet at every meeting.

2) APPROVAL OF MINUTES: A motion was made by Mr. Buffa, seconded by Mr. Martin, to approve the minutes of the September 1, 2015 meeting. All in favor.

3A) OLD BUSINESS: Provision of PAAA documents

Mr. Spaeth, having previously provided Agency members with such, gave a brief overview of the documents required by the Authorities Budget Office pursuant to the Public Authorities Accountability Act which include:

Mission Statement	Operations and Accomplishments
By-Laws	Investment Policy
Procurement Policy	Assessment of Internal Controls
Mission and Measurement Report	

After some discussion, Mr. Martin made a motion, seconded by Mr. Buffa to approve said documents. All in favor.

4A) NEW BUSINESS: None

5) EXECUTIVE SESSION: Not entered into

MISC: Bill Maxim from the Northeast Regional Council of Carpenters addressed Agency members and asked that provisions be made to incorporate a union labor requirement into the PILOT agreement. Materials are being prepared by the Council and he asked to be placed on the next meeting agenda to discuss further.

6) ADJOURNMENT: There being no further business brought before the Agency, Mr. Buffa made a motion to adjourn, seconded by Mr. Martin and the meeting was adjourned at 8:57am.

The next regular meeting of the Utica Industrial Development Agency is scheduled for Tuesday, February 2, 2016 at 8:30am.