



CITY OF UTICA

Utica Industrial Development Agency
1 Kennedy Plaza, Utica, New York 13502
(315)792-0195 fax: (315)797-6607

ROBERT M. PALMIERI
MAYOR

VINCENT GILROY, JR.
CHAIRMAN

JACK N. SPAETH
EXECUTIVE DIRECTOR

March 23, 2022 9:00a.m.
Utica Industrial Development Agency Regular Meeting
Utica City Hall, Utica, NY – WebEx Conference Call/In-Person

Members Present: Vin Gilroy, Mark Curley, John Zegarelli, Emmett Martin

Excused: John Buffa

Also Present: Jack Spaeth (Executive Director), Linda Romano and Laura Ruberto (BSK – Agency Counsel) via WebEx

Others: Tyler Griffith (Sturges Manufacturing; Wendy Lougnot (1002 Oswego Street, LLC counsel)

1) CALL MEETING TO ORDER: The meeting was called to order by Mr. Gilroy at 9:03a.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. Zegarelli, seconded by Mr. Curley, to approve the minutes of the January 12, 2022 meeting. All in favor.

3A) OLD BUSINESS – 1002 Oswego Street, LLC

Mr. Spaeth stated that the Agency needs to consider a final authorizing resolution relating to the 1002 Oswego Street, LLC Facility, approving financial assistance in the form of sales and use tax exemptions (value estimated at \$218,750.00); mortgage recording tax exemptions (value estimated at \$18,750.00) and real property tax abatement (value estimated at \$149,769.00), which is a deviation from the Agency's Uniform Tax Exemption Policy, and authorizing the form and execution of related documents, subject to counsel review.

With some discussion, Mr. Zegarelli made a motion, seconded by Mr. Martin to approve a final authorizing resolution relating to the 1002 Oswego Street, LLC Facility, approving financial assistance in the form of sales and use tax exemptions (value estimated at \$218,750.00); mortgage recording tax exemptions (value estimated at \$18,750.00) and real property tax abatement (value estimated at \$149,769.00), which is a deviation from the Agency's Uniform Tax Exemption Policy, and authorizing the form and execution of related documents, subject to counsel review. All in favor.

3B) OLD BUSINESS – Carbone Commercial Property, LLC

Mr. Spaeth stated that the Carbone project, per the attached letter, utilized more sales tax exemption than originally allotted. The letter states that due to construction material increases, delays and change orders, the total cost of construction went over budget. Also, the doggy daycare business withdrew from being a tenant so that area was built to accommodate offices thus increased costs. The project utilized an additional \$52,613.28 of sales tax and thus the amount of their request. The project is completed and no further costs will be realized.

After little discussion, Mr. Curley made a motion, seconded by Mr. Martin to increase the value of the sales tax exemption by \$52,613.28. All in favor.

3C) OLD BUSINESS – 268 Genesee Street, LLC

Mr. Spaeth stated that the project is moving along but some of the remaining items to be finished are exterior in nature and could not be worked on during the winter months including paving, roof, signage and façade work. The request is for an extension of the STE until August 31, 2022.

After little discussion, Mr. Martin made a motion, seconded by Mr. Zegarelli to extend the timeframe of the sales tax exemption until August 31, 2022. Mr. Gilroy abstained as he is the accountant for this company.

4A) NEW BUSINESS – Sturges Manufacturing

Mr. Spaeth gave a brief description of the project and then introduced Tyler Griffith who gave more detail. The project consists of increasing building space by 10,000sf for additional manufacturing operations. Mr. Griffith mentioned that the company makes specialty products wholly made in the USA. They are breaking into the parachute business and thus the need for more room for looms. All construction will be on the Sturges campus. The company is only requesting the sales tax exemption.

After some discussion, Mr. Martin made a motion, seconded by Mr. Zegarelli to approve an inducement resolution relating to the Sturges Manufacturing Facility, granting preliminary approval for financial assistance in the form of exemptions from sales tax (value estimated at \$83,267). It is not necessary to conduct a public hearing as financial assistance is less than \$100,000. Also, the SEQR resolution relating to the Sturges Manufacturing Facility was approved. All in favor.

4B) NEW BUSINESS – ABO correspondence

Mr. Spaeth, having previously provided Agency members with the ABO letter and response, informed Agency members that Ms. Ruberto and he have discussed the deficiencies, are preparing the missing materials and they will be downloaded to the UIDA website. The response letter also requested an extension until May 15, 2022 to make the corrections. The ABO did extend to that date.

4C) NEW BUSINESS – Public Authority Accountability Act documents

Mr. Spaeth provided Agency members with the following documents for review and approval: Annual Report, Investment Policy, Procurement Policy, Investment Report, Procurement Report, Mission and Measurement Report, Operations and Accomplishments Report, Effectiveness of Internal Controls, Goals and Objectives, 2021 Audit.

After little discussion, Mr. Martin made a motion, seconded by Mr. Zegarelli to approve the documents listed above. All in Favor.

5) EXECUTIVE SESSION: not entered into

6) ADJOURNMENT: There being no further business brought before the Agency, Mr. Zegarelli made a motion to adjourn, seconded by Mr. Curley and the meeting was adjourned at 9:29am.

The next regular meeting of the Utica Industrial Development Agency is scheduled for Wednesday, April 6, 2022 at 9:00am at Utica City Hall via WebEx and in-person.