

MICHAEL P. GALIME, MAYOR
CITY OF UTICA



UTICA INDUSTRIAL DEVELOPMENT AGENCY
1 KENNEDY PLAZA
UTICA, NEW YORK 13502
PHONE: (315) 792-0195
FAX: (315) 797-6607

April 3, 2024 9:00a.m.
Utica Industrial Development Agency Regular Meeting
City Hall, Utica, NY – WebEx Conference Call/In-Person

Members Present: Vin Gilroy, John Buffa, Emmett Martin

Excused: John Zegarelli, Steve Deery

Also Present: Jack Spaeth (Executive Director)

Others:

1) CALL MEETING TO ORDER: The meeting was called to order by Mr. Gilroy at 9:06a.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 December 20, 2023 meeting. All in favor.

3A) NEW BUSINESS – None

4A) NEW BUSINESS – Governance Committee – ABO Documents

Mr. Martin made a motion, seconded by Mr. Buffa to start the Governance Committee meeting at 9:07am.

Mr. Martin made a motion, seconded by Mr. Buffa to approve the following ABO required documents: Annual, Procurement and Investment Reports, Effectiveness of Internal Controls, Mission and Measurement Report, Operations and Accomplishments and By-Laws along with the Procurement and Investment Policies. All in favor.

Mr. Buffa made a motion, seconded by Mr. Martin to end the Governance Committee meeting at 9:07am.

4B) NEW BUSINESS – Audit Committee – 2023 UIDA Audit

Mr. Buffa made a motion, seconded by Mr. Martin to start the Audit Committee meeting at 9:08am.

Mr. Buffa made a motion, seconded by Mr. Martin to approve the 2023 Audit. All in favor.

Mr. Buffa made a motion, seconded by Mr. Martin to end the Audit Committee meeting at 9:08am.

4C) NEW BUSINESS – Update on Project Review

Mr. Spaeth informed Agency members that he has been accumulating the employment data and getting responses from project operators that are below the Agency's 85% acceptance measure and will present at the May meeting.

5) EXECUTIVE SESSION:

Not entered into

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 9:08am.

The next regular meeting of the Utica Industrial Development Agency is scheduled for Wednesday, May 1, 2024 at 9:00am at City Hall via WebEx and in-person.