

**City of Syracuse Industrial Development Agency**

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Minutes

Board of Directors Meeting  
Tuesday, September 15, 2020

**Due to the declaration of a public health emergency and the social distancing requirements imposed at the Federal, State and local level, this meeting was held in accordance with Executive Order 202.1 by video/telephone conference that was made available to the public.**

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**Board Members Present:** Kathleen Murphy, Steven Thompson, Kenneth Kinsey, Rickey T. Brown and Dirk Sonneborn, all via tele/videoconference (in accordance with the Governor's Executive Order 202.1).

**Staff Present:** Judith DeLaney, Susan Katzoff, Esq., John Vavonese, Lori McRobbie, all via tele/videoconference (in accordance with the Governor's Executive Order 202.1).

**Others Present:** Jennifer Tiff, Lauryn LaBorde, Gail Montplaisir, all via tele/videoconference (in accordance with the Governor's Executive Order 202.1).

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**I. Call Meeting to Order**

Ms. Murphy called the meeting to order at 9:01 a.m.

**II. Roll Call**

Ms. Murphy acknowledged that in addition to herself, Board members Steven Thompson, Kenneth Kinsey, Rickey T. Brown and Dirk Sonneborn were present.

**III. Proof of Notice**

Ms. Murphy acknowledged that notice of the meeting had been duly and properly provided.

#### IV. Minutes

Ms. Murphy asked for a motion approving the minutes from the July 21, 2020 Board of Directors meeting. Mr. Kinsey made the motion. Mr. Sonneborn seconded the motion. **THE MOTION TO APPROVE THE MINUTES FROM THE JULY 21, 2020 BOARD OF DIRECTORS MEETING WAS UNANIMOUSLY APPROVED.**

#### V. Committee Reports

**Finance Committee:** Ms. Murphy reported the Finance Committee met on September 15, 2020. The Committee made the following recommendations to the Board of Directors: (1) to consider an additional \$133,000 be expended with respect to the Grant/Loan Program; and (2) to approve total funding for applications of up to \$308,000 (\$25,000 in loan(s) and \$283,000 in grants).

#### VI. New Business

##### Salina 1<sup>st</sup>, LLC

Ms. Katzoff reported that a request was received by Salina First to extend the Agency Agreement and increase the amount of certain financial assistance previously approved. The project involves vacant land on Salina Street that the Agency sold to Salina First. The project was originally undertaken by the Agency in November 2017. In March 2019 there was an Amended Inducement Resolution and the Company anticipated being able to close within the year. Unfortunately, COVID created delays and there were also delays caused by permitting issues with the City. She stated that the Company is hoping to close by the end of this year. An extension of the Agency Agreement to December 31, 2020 has been requested. Ms. Katzoff stated that as a result of the increased cost associated with the Brownfield clean-up program and DEC requirements regarding how they handle and dispose of some material being taken off site the Company is requesting an increase of \$47,328.96 in the amount of State and local sales and use tax exemption awarded from \$147,200 to \$194,528.96, as well as an increase of \$8,893.15 in the amount of mortgage recording tax exemption awarded from approximately \$40,443.75 to \$49,336.90. Ms. Katzoff stated that the terms and conditions of the extension and increase are outlined in the Approving Resolution.

There being no discussion Ms. Murphy asked for a motion to approve the Approving Resolution. Mr. Kinsey made the motion. Mr. Brown seconded the motion. **ALL BOARD MEMBERS PRESENT UNANIMOUSLY APPROVED A RESOLUTION APPROVING AN EXTENSION OF THE AGENCY AGREEMENT BETWEEN THE AGENCY AND THE COMPANY UNTIL DECEMBER 31, 2020 AND AN INCREASE IN THE AMOUNT OF FINANCIAL ASSISTANCE AWARDED TO THE PROJECT; AND AUTHORIZING THE EXECUTION OF CERTAIN DOCUMENTS IN CONNECTION THEREWITH.**

##### COVID-19 Disaster Emergency Grant/Loan Program

Ms. DeLaney requested the Board review and approve the Finance Committee's recommendation to approve an increase of up to \$133,000 to the previously approved \$175,000 in funds allocated to the COVID-19 Grant and Loan Program bringing the total aggregate amount of available funding for the Program up to \$308,000.

Ms. Murphy made a motion to adopt the recommendations of the Finance Committee to increase the funds allocated to the grant/loan program by an amount up to \$133,000 as discussed at the September 15<sup>th</sup> Finance Committee meeting. Mr. Kinsey made the motion. Mr. Thompson seconded the motion. **ALL BOARD MEMBERS PRESENT UNANIMOUSLY APPROVED THE MOTION TO AUTHORIZE ADDITIONAL FUNDING IN AN AMOUNT UP TO \$133,000 ALLOCATED TO THE COVID-19 DISASTER EMERGENCY GRANT/LOAN PROGRAM.**

Ms. Murphy made a motion to adopt the recommendations of the Finance Committee regarding eligible applicants and amounts recommended by staff Program. Mr. Kinsey made the motion. My Sonneborn seconded the motion. **ALL BOARD MEMBERS PRESENT UNANIMOUSLY APPROVED THE FUNDING RECOMMENDATIONS OF THE FINANCE COMMITTEE FOR THE COVID-19 DISASTER EMERGENCY GRANT/LOAN PROGRAM.**

#### **VII. Adjournment**

There being no further business to discuss Ms. Murphy asked for a motion to adjourn the meeting. Mr. Kinsey made a motion. Mr. Brown seconded the motion. **ALL BOARD MEMBERS PRESENT UNANIMOUSLY APPROVED A MOTION TO ADJOURN THE MEETING AT 9:13 AM.**