



MEETING NOTICE & MESSAGE FROM THE BOARD CHAIR

TO: AIDA Board Members
FROM: Gwen Webber-McLeod, Board Chair
DATE: October 16, 2024

Greetings AIDA Board Members,

I look forward to our meeting scheduled for September 18 from 5 to 6:30 p.m. in the 3rd-floor conference room at City Hall. As discussed, we will continue to use meetings to discuss, act, and share ideas to ensure AIDA remains an effective economic development organization for the City of Auburn. The agenda and related handouts for the meeting are attached. Here are highlights of what will happen during our meeting.

21 Allen, LLC / Bo-Mer Project

Before we start the regular meeting, we will hold a public hearing in relation to the Bo-Mer project application. During the regular meeting, we will consider the Project Authorizing Resolution. If passed, this resolution would officially award benefits to the project. A cover letter summary and Cost Benefit Analysis is included in the meeting packet.

Business Items

PILOTs have been billed, so we will review the PILOT Invoice and Disbursement report, which will be included in each meeting packet until this billing round is closed. We will also review and vote on the adoption of the 2025 budget

Board Education- Camoin Report

We will take another look at the Camoin report, including the proposed economic development structures and strategies, with an eye toward developing a clear and direct position about what AIDA wants to see moving forward and what its role is in the overall economic development ecosystem in Cayuga County.

Continued thanks for your dedication to the work of AIDA.

CC: Auburn Citizen, Rob Poyer, Jennifer Haines, Chuck Mason

Mission Statement

"To advance the job opportunities, general prosperity, sustainability and economic welfare of the people of Auburn, NY."

Strategic Priorities

- Market the benefits of doing business in Auburn and the incentives available through AIDA to eligible projects that will generate jobs and revenue for the community.
- Assist at least two (2) projects per year with AIDA benefits and/or guidance on other benefits available in the community.
- Market parcels owned by AIDA.
- Diversify deal flow.





Auburn Industrial Development Authority
 Public Hearing & Regular Board Meeting
 24 South Street, 3rd floor Training Room, Auburn, NY
 Wednesday October 23, 2024 at 5:00pm

 The public can view the meeting online at
<https://us02web.zoom.us/j/86929926878?pwd=sdMYXaE5j767KtgSixMuBwRG9lFGlr.1>

Item	Time	Presenter	Outcomes
Public Hearing: 21 Allen, LLC / Bo-Mer	5:00	Gwen Webber-McLeod, Board Chair	Receive public comments

The regular meeting will begin following the public hearing. Times are estimated.

Item	Time	Presenter	Outcomes
Welcome, Roll Call, and Minutes	5:15 – 5:20	Gwen Webber-McLeod, Board Chair	Establish Quorum Review & Approval of Minutes
Unfinished Business: • 21 Allen, LLC Resolutions (Authorizing & SEQR) • 2025 Budget	5:20-5:35	Tracy Verrier	Votes 21 Allen Resolution and 2025 Budget Adoption
Executive Session	5:35-5:45	Tracy Verrier	Proposed acquisition, sale or lease of real property.
Board Education: Review Camoin Report	5:45-6:10	Tracy Verrier	For board information only, no action needed
Bills Treasurers Report	6:10 – 6:15	Tracy Verrier Tessa Crawford, Board Treasurer	Vote to pay bills & accept Treasurers Report
New Business: • JBJ Late Fee • PILOT Invoicing • Marketing Committee Report	6:15 – 6:30	Tracy Verrier Katie MacIntyre	Vote on late fee waiver For board information only, no action needed
Board Updates Adjournment	6:30	Board of Directors	Opportunity for Board to share information and ideas relevant to the work of AIDA Vote to adjourn meeting

Upcoming meetings, events, and trainings:

- Next AIDA Board Meeting: November 20 @ 5pm
- Next Finance Committee Meeting: November 6 @ 5pm
- NYSEDC Fall IDA Academy: November 7, Crotonville Conference Center, Ossining
 - \$125/person
 - \$500 for 5
- ABO Board Member Training Webinars:
 - November 13 and November 20, 9:30-11am



2 State Street, Auburn, NY 13021
 www.takerootinauburn.org
 Where possibility takes root.



**Regular Meeting Minutes
Auburn Industrial Development Authority
Wednesday, September 18, 2024 @ 5:00pm
Remote and board attendance
2 State St., Auburn, NY**

Board Present: Gwen Webber-McLeod (Chair)
Jimmy Giannettino (Council Member)
Tessa Crawford (Treasurer & Member at Large)
Dan Lovell (Representative of Auburn School District)
William Andre (Vice-Chair & Member of Labor)
Stephanie Leone
Katie MacIntyre*
Terry Cuddy (Secretary & Council Member)

Excused: Karen Walter

Staff & Guests: Rob Poyer, Hancock Estabrook
Tracy Verrier, MRB Group
Tom Herbert, Bo-Mer

**Remote attendance*

REGULAR MEETING

Ms. Webber-McLeod called the meeting to order at 5:02pm and a roll call was taken.

MEETING MINUTES:

The minutes of the August regular meeting and September financial committee meeting were reviewed. A motion to approve the minutes was made by Mr. Giannettino, seconded by Mr. Lovell. All present voted in favor, motion carried.

BILLS AND COMMUNICATION:

Ms. Verrier reviewed the bills.

NEW BUSINESS:

21 Allen Application

Mr. Herbert presented the project application, explaining that Bo-Mer is outgrowing their current 64,000 square foot facility on Pulaski. They had previously been considering adding 20,000 to 30,000 square feet onto that facility, but they instead decided to purchase the 35,000 square foot building at 21 Allen Street in the Auburn Tech Park. The building has 35-foot ceilings, which is what they wanted but are very expensive to build. Mr. Herbert explained that the EarthPlatner business is growing, but municipalities are asking for larger planters. The ceiling height will allow them to accommodate the equipment they need to meet this demand and expand that business line. So they will move the EarthPlatner operations to Allen Street and continue the rest of their business at the Pulaski Street facility. However, Mr. Herbert noted that the building is in

poor shape and will need significant upgrades, like a sprinkler system and utility upgrades, to satisfy the needs of their growing company. He noted that this is a substantial growth opportunity for Bo-Mer, and they hope to close on the building at the end of this month so that they can get gas into the facility because the manufacturing area is not heated. Building the expansion to the existing facility would have taken about 18 months to get up and running. This building allows them to potentially be up in running in Q1 2025. The AIDA incentives will allow them to do the full buildout and equipping in one phase. Without the incentives they would have to upgrade the facility over time as the business has the funds available. This would delay the full growth opportunity and hiring.

Mr. Giannettino disclosed that Bo-Mer’s controller is his cousin, but that the relationship does not present a conflict of interest.

RESOLUTION OF THE AUBURN INDUSTRIAL DEVELOPMENT AUTHORITY
 (i) ACCEPTING THE APPLICATION OF 21 ALLEN STREET, LLC WITH
 RESPECT TO A CERTAIN PROJECT; (ii) AUTHORIZING A PUBLIC HEARING
 WITH RESPECT TO THE PROJECT; AND (iii) DESCRIBING THE FORMS OF
 FINANCIAL ASSISTANCE BEING CONTEMPLATED BY THE AUTHORITY.

Mr. Giannettino motioned to approve the initial project resolution. Mr. Cuddy seconded the motion. The resolution was put to a roll call vote, which resulted as follows:

	Yea	Nay	Absent	Abstain
Gwendolyn Webber-McLeod, Chair	X			
William Andre, Vice Chair	X			
Terry Cuddy, Secretary	X			
James Giannettino	X			
Katie McIntyre	X			
Daniel Lovell	X			
Tessa Crawford	X			
Stephanie Leone	X			
Karen Walter			X	

The Resolution was thereupon duly adopted.

BOARD EDUCATION: HOUSING

Ms. Verrier reviewed the application document and process. Items of note include:

- Before an application is completed, Ms. Verrier uses the project budget and anticipated change in assessment to run two scenarios for the project: one if the project applies for a PILOT and a second if they utilize a 485b – a similar as of right property tax abatement program – with AIDA’s sales tax exemption. This assessment considers benefits and fees associated with the programs so that the project owners can understand the net benefit and choose the right path.

- The applicant has to be the property owner. It is common for companies to have a separate property holding company, and that company needs to be the applicant. In that case, the operating business would be shown in the application as a lessee.
- The application asks about other facilities in NY and how the project will impact those locations. This is because if the project will relocate jobs from another part of the state, AIDA is required to notify that municipality.
- The application covers the project budget, job creation, and various aspects of the development process.
- The application also includes the monitoring policy and local labor policy.
- The application includes a hold harmless clause, which indemnifies AIDA from damages related to the project (e.g. if an environmental condition is discovered at the project site, AIDA can't be held liable for that).

CCDC LETTER:

Ms. Webber-McLeod noted that she is seeking approval to send the letter as presented in the meeting packet. Ms. Webber-McLeod explained that CCDC has invited AIDA to assign a representative to the executive director search committee, and CCDC has decided to engage an executive search firm who will work with the search committee.

Mr. Cuddy asked about whether or not CCDC will provide AIDA a seat on the board. Ms. Webber-McLeod explained that CCDC is shifting that conversation to the legislature. Ms. Webber-McLeod will send the letter to Legislative Chair Aileen McNabb-Coleman and have a follow-up conversation with her. The board expressed consensus to send the letter.

BILLS & TREASURER'S REPORT:

Mr. Lovell motioned to pay the bills as presented and approve the treasurer's report, seconded by Ms. Leone. All present voted in favor, motion carried.

2025 BUDGET:

Ms. Crawford reviewed the draft 2025 budget lines and asked for feedback from the board. The board had no feedback at this time. Ms. Crawford noted that the budget will be on the agenda for adoption in October.

BANK ACCOUNTS

Ms. Verrier provided the board with an overview of the situation with Generations Bank, which was issued a Formal Agreement by the OCC. She explained her understanding of the situation and suggested that the board monitor the required strategic planning process. However, they could also choose to make different banking decisions if they wanted. She felt it was important for them to be aware given their responsibilities. The board agreed to monitor the situation.

GOVERNANCE COMMITTEE REPORT

Mr. Cuddy provided an overview of the governance committee meeting and their review of the board self-evaluations. He explained the suggestions that were provided by the board, which are on the last page of the compiled results.

Mr. Cuddy noted that the governance committee would have liked to see more board members respond. Only half the board returned the evaluations. Next time they'd like to have full participation. The annual evaluation will be passed out in December and the governance committee plans to bring this new evaluation back in June 2025 as a true mid-year evaluation.

Mr. Cuddy explained that the committee also talked about reviewing the charter. Nothing in particular needed to change, and the bylaws have been updated recently.

Ms. Webber-McLeod noted that she attended the meeting and explained that there are some good recommendations for the marketing committee from the governance committee discussion. As the chair, the evaluation also provides her with good feedback on how the board should be conducting business. It is a continuous improvement tool.

UNFINISHED BUSINESS

Updates

Ms. Verrier explained that Ms. Jenny Haines pitched the residential properties to Ms. Jackie Reilley (TJ Reilley Construction) who is looking to build some houses on Bradley Street on some lots that a partner owns. Hopefully Ms. Reilley will look at those properties and expand her vision.

Ms. Verrier noted that Mr. Steve Baier said he had only received two inquiries so far. The first was from a neighbor of the properties, and the second was from a real estate agent. The agent has a client interested in the Bradley Street properties but is looking to put up a workshop. The city doesn't allow this per zoning laws. Mr. Baier suggested to the agent that they contact codes to see if a use variance or another remedy could be sought. Mr. Baier has not yet heard back from the agent.

Ms. Verrier explained that Mr. Baier has posted the properties on the MLS, which reaches the largest audience. The properties are also marketed on Mr. Baier's company website. Right now, the activity on these properties aligns with many other lots for sale within the city. Lots move slowly and the local market as a whole has slowed ahead of the upcoming election.

Mr. Giannettino asked for an update on Builder's Choice. Ms. Verrier noted that they have not submitted a site plan application yet.

BOARD UPDATES

There were no board updates.

CLOSING

Motion to adjourn the meeting by Mr. Cuddy, seconded by Mr. Lovell. All present voted in favor, motion carried.

The meeting adjourned at 6:21pm.

October 16, 2024

21 Allen, LLC / Bo-Mer Application Overview

About the Project

Bo-Mer has acquired and will renovate the building located at 21 Allen Street in the Auburn Technology Park (approx. 33,000 sq feet on 3.03 acres). The building will be used for the manufacturing of their EarthPlanter line of products, which is the fastest growing segment of their business. Bo-Mer has been in business locally since 2001 and will continue to operate at their 13 Pulaski Street location as well.

The renovation will include upgrades to electrical, gas, and water services; installation of a sprinkler system; installation of a full HVAC system; phone/network upgrades; installation of compressed air and vacuum systems; and general building and site repairs. Roughly 50% of the square footage will be used for manufacturing, 40% for storage, and 10% for office.

Total Project Cost - \$3,044,334

Current # of Jobs – 65

Job creation from project – 9 over 3 years

Wages for new jobs –

- 7 jobs - \$36-60k annually, plus \$12k fringe
- 1 job - \$44-70k annually, plus \$12k fringe
- 1 job - \$42-80k annually, plus \$12k fringe

Local Labor Utilization – Requesting waiver to allow for 30% Cayuga County, 60% Regional, and 10% NYS labor. The applicant reports a lack of local labor available to complete the project (i.e. sprinkler system and support structures).

Cost Benefit Analysis

Total Estimated Abatements - \$247,469.99

Estimated New Tax to Jurisdictions - \$85,050.08

Increase in total payroll over 3 years - \$388,000 (9.6%)

Other Benefits – Activation of a vacant building, indirect sales from payroll estimated to be \$392,681 annually (Lightcast).



Project Description:

Acquisition, renovation, and equipping of the existing building at 21 Allen Street in the Tech Park. The revamped facility will be used primarily for manufacturing and warehousing related to Bo-Mer's EarthPlanter line of products.

Project Budget:

Land Aquisition	\$923,600
Building Construction/ Renovation	\$1,108,334
Site Work	\$120,500
Soft Costs (Arch., Legal, Eng.)	\$43,900
FF&E	\$848,000
TOTAL	\$3,044,334

AIDA Abatements & Incentives		Total Benefits	
Property Tax Abatements (485a, no PILOT)		Additional Property Tax (estimated)	
City	\$32,835.46	City	\$27,245.90
School	\$46,974.00	School	\$38,977.65
County	\$21,175.17	County	\$17,570.53
TOTAL	\$100,984.63	TOTAL	\$83,794.08
Sales & Use Tax Exemption (maximum)		Additional Sales Tax Collected (estimated)	
Estimated taxable costs	\$1,831,067	Est. 2024 sales tax (pre)	\$13,520
Local Sales Tax	\$73,243	Est. 2027 sales tax (post)	\$14,776
State Sales Tax	\$73,243	Growth in sales tax revenue	\$1,256
TOTAL	\$146,485	Additional payroll (estimated)	
Mortgage Recording Tax Exemption (estimated)		Anticipated job creation	9
Mortgage amount	\$0	Anticipated payroll increase	\$388,000
Mortgage Recording Tax	\$0	Net Benefits	
TOTAL	\$0	Tax revenue to jurisdictions	(\$162,420)
TOTAL ABATEMENT		Job Creation	9
Property Tax	\$100,984.63	Payroll	\$388,000
Sales & Use Tax	\$146,485		
Mortgage Recording Tax	\$0		
TOTAL	\$247,469.99		

Qualitative: The proposed project activates an underutilized building and brings more economic activity to the Tech Park. Additional payroll of \$388,000 is estimated to generate an additional \$392,681 of indirect sales annually (Lightcast).

AUBURN INDUSTRIAL DEVELOPMENT AUTHORITY APPLICATION FOR FINANCIAL ASSISTANCE

Form Adopted: July 20, 2016

IMPORTANT NOTICE: The answers to the questions contained in this Application are necessary to determine the Applicant's eligibility for financing, tax exemptions and other assistance from the Auburn Industrial Development Authority (the "Authority"). These answers will also be used in the financial preparation of legal documents for this transaction. Accordingly, all questions should be answered accurately and completely by an officer or other employee of this Applicant who is thoroughly familiar with the business and affairs of your firm and who is also thoroughly familiar with the proposed project. This application is subject to acceptance by the Authority.

Instructions

1. The Authority will not approve any application unless, in the judgment of the Authority, this Application contains sufficient information upon which to base a decision whether to approve or tentatively approve the project contemplated herein (the "Project").
2. Fill in all blanks, using "none" or "not applicable" or "N/A" where the question is not appropriate to the Project.
3. If an estimate is given as the answer to a question, put "(est)" after the figure or answer which is estimated.
4. If more space is needed to answer any specific question, attach a separate sheet.
5. When completed, return two (2) signed copies of this application to the Authority at 2 State Street, Auburn, New York 13021.
6. A completed Environmental Assessment Form (EAF) concerning the Project must be submitted with the Application. A Short Form EAF should be provided by staff with this Application. Depending on the nature of the Project, the Authority may require a Long Form EAF.
7. Please note that Article 6 of the New York Public Officers Law provides that all records in the possession of the Authority (with certain limited exceptions) are open to public inspection and copying. If the Applicant feels that there are elements of the Project which are in the nature of trade secrets or information, the nature of which is such that if disclosed to the public or otherwise widely disseminated would cause substantial injury to the Applicant's competitive position, the Applicant may identify such elements in writing and request that such elements be kept confidential in accordance with Article 6 of the Public Officers Law.
8. The Applicant will be required to pay to the Authority all actual costs incurred in connection with this application and the Project, including fees and expenses of the Authority's legal counsel.
9. The Authority has established an administrative fee to be paid by the Applicant upon successful conclusion of the sale of the bonds or the leaseback transaction, as applicable, said fee being intended to cover the indirect expenses incurred by the Authority in administering the Project. The administrative fees are outlined in Section I of this application or such other amount as is agreed to by the Authority on a case-by-case basis. Unless the Authority agrees in writing to the contrary, the administrative fee is required to be paid at or prior to the issuance of bonds or the granting of any financial assistance, as applicable.
10. The Authority has established an application fee of five hundred and 00/100 dollars (\$500) to cover the anticipated costs of the Authority in processing this application. A check or money order made payable to the Authority must accompany each application. This application will not be accepted by the Authority unless accompanied by the application fee.

I. Authority Administrative Fee Policy

The Auburn Industrial Development Authority (the "**Authority**") shall calculate Project administrative fees as follows:

For Projects with a Total Project Cost in excess of \$750,000:

- (i) Bond transactions shall incur a fee of 0.75% of the aggregate principal amount of the bonds issued with respect to the Project ("**Bond Fees**"). Legal fees shall be paid in addition to the Bond Fees and such other fees as is agreed to by the Authority Board on a case-by-case basis.
- (ii) Leaseback transactions shall incur a fee of 1% of the Total Project Costs ("**Leaseback Fees**"). Legal fees shall be paid in addition to the Leaseback Fees and such other fees as is agreed to by the Authority Board on a case-by-case basis.
- (iii) Due to the Authority's interest in promoting and contributing to public benefit, in the sole discretion of the Authority's Board, Leaseback Fees shall not exceed ten percent (10%) of the total benefit approved for the Project.

For Projects with a Total Project Cost between \$100,000 and \$750,000:

- (i) Application for Sales & Use Tax Exemption only shall incur a fee of \$500 and a flat rate legal fee of \$2,500.
- (ii) Application for exemption of Mortgage Recording Tax only shall incur a fee of \$500 and a flat rate legal fee of \$2,500.
- (iii) Application for both (i) and (ii) shall be a fee of \$1000 and a flat rate legal fee of \$3,000.

For purposes of this Policy, Total Project Costs shall be based upon the information in Article III, Section 9 of this Application for Financial Assistance.

II. Applicant Information

Company Name: **21 Allen, LLC (lessee Bo-Mer Plastics LLC)**

Address 1: 13 Pulaski Street

Address 2:

City/State/ZIP: Auburn NY 13021

Contact Person: Brian Colella Title: Controller

Contact 315-252-7216 Contact Fax: 315-252-7450

Telephone:

Contact Email: bcolella@bo-mer.com

Attorney: David Holstein

Firm: Bosquet and Holstein

Phone: 315-701-6423

Email: dholstein@bhlawpllc.com

Accountant: Bill Kriesel
Phone: 315-472-6221

Firm: Bowers
Email: wtk@bcpllc.com

Business Type: Privately Held Corporation
If other, describe: LLC

If a corporation, date of establishment? TBD

If a corporation, incorporated in NY
which state?

Principal Officers, Partners or Shareholders with 15% or greater interest in Applicant organization:

Name	Mailing Address	Telephone #	Percentage Ownership
Thomas Herbert	13 Pulaski Street, Auburn	315-252-7216	100

Attach additional sheets if necessary.

III. Project Information

1. Provide a narrative description of your project. Include major elements such as new construction, acquisition of existing building, acquisition of equipment, and proposed product lines. Also, indicate square feet by usage (e.g., office, laboratory, manufacturing), type construction, etc. In the case of pollution control project, also indicate the type of pollutants to be treated or removed and the type of process to be employed. *Attach additional sheets if necessary.*

Purchase and renovate a building to be used for expanded manufacturing space. This project will include upgraded electrical, gas and water service throughout; sprinkler system installation; add or replace heating/cooling systems; phone and network upgrades; installation of compressed air and vacuum systems; and general building and site repairs. Approximate square footage of building is 33,000 with land at 3.03 acres. Roughly 50% of the square footage will be used for manufacturing, 40% for storage of raw and finished product, and 10% as office space.

a. Location of project:

b. Address, including the City, Town, or Village:

Street Address: 21 Allen Street

City/State/ZIP: Auburn, NY 13021

Tax Map ID (if 108.81-1-6
available):

Zoning of Project Site: Industrial

Zoning Change Needed?: No

- c. Attach map showing the general location of the project.
- d. If this project will result in closing or relocating from an existing facility, is the move necessary in order to remain competitive? N/A
- e. Describe existing improvements, if any: existing building structure

2. Project User:

- a. Will the Applicant be the User of the facility that is the subject of the proposed Project?
Yes

- b. If no, please submit the following information about the user:

Company Name: **Bo-Mer Plastics, LLC**

Address 1: 13 Pulaski St

Address 2:

City/State/ZIP: Auburn NY 13021

Contact Person: Brian Colella Title: Controller

Contact 315-252-7216 Contact 315-252-7450

Telephone: Fax:

Contact Email: bcolella@bo-mer.com

Business Type: Privately Held Corporation

If other, describe: LLC

If a corporation, date of 11/2001
establishment?

If a corporation, incorporated in which NY
state?

- c. Select the type of operations of all end users at the project site (check all that apply):

- Industrial
- Warehousing
- Back Office
- Commercial
- Retail
- Housing
- Mixed Use
- Facility for Aging
- Civic Facility
- Other

- d. Does the Project include facilities or property that are used in making retail sales of goods or services to customers who personally visit such facilities? No
- If yes, what percentage of the cost of the Project will be expended on such facilities or property used in making retail sales of goods or services to customers who personally visit such facilities?
 - If more than 33.33%, please check all that apply from the following list:
 - The Project will be operated by a not-for-profit corporation.
 - The Project is likely to attract a significant number of visitors from outside of the economic development region (defined as the counties of Cayuga, Onondaga, Madison, Cortland, and Oswego).
 - The Project occupant, if not for the proposed financial assistance from the Authority, would locate the Project and related jobs outside of New York State.
 - The predominant purpose of the Project is to make available goods or services which would not, but for the Project, be reasonably accessible to the residents of the City, Town or Village within which the Project will be located due to a lack of accessible retail trade facilities offering such goods or services.
 - The Project will be located in an area designated as an Empire Zone pursuant to Article 18-B of the General Municipal Law.
 - The Project will be located in a census tract, or census tract contiguous thereto, which, according to the most recent census data has (a) a poverty rate of at least 20% or at least 20% of households receiving public assistance for the year in which the data relates, **and** (b) an unemployment rate of at least 1.25 times the statewide unemployment rate for the year to which the data relates.

3. Utilities on Site:

- | | | |
|------------------------|-----------|---|
| a) Water Supply | Municipal | Describe source / supplier: City of Auburn |
| b) Sewer | Municipal | Describe other: City of Auburn |
| c) Electricity Utility | NYSEG | Describe other: |
| d) Gas Utility | NYSEG | Describe other: |

4. Attach copies of preliminary plans or sketches of proposed construction, site plans or floor plans of existing facility.

5. Who presently is legal owner of the project building or site described in # 2 above? 21 Allen, LLC has negotiated a purchase offer on the property and intends to close before year end.

6. Is there an existing or proposed lease for the project? No. If yes, attach a copy of the lease.

7. Existing Facilities within New York State:

- a. Are other facilities owned, leased or used by the Owner or User (or any related entity/person) within the State? Yes
- b. If there are other facilities within the state, is it expected that any of these other facilities will close or be subject to reduced activity as a result of the proposed Project? No
- c. If yes, is the Project reasonably necessary to discourage the Owner or User from removing activities in the State to a location outside of the State? N/A If yes, please explain.

Note: The Authority is required to notify the chief executive officer of the municipality from which your facility is being relocated or abandoned. This notification will be sent prior to the Authority's conduct of required public hearing(s).

CERTIFICATION: Based upon the answers provided within question 8 above, the Company hereby certifies to the Authority that the undertaking of the proposed project and provision of financial assistance to the Company by the Authority will not violate Section 2306 of the New York Public Authorities Law.

1. Project Costs (Estimates):

Category	Amount
Land/Building acquisition	\$923,600
Building Construction/Renovation	\$1,108,334
Site Work	\$120,500
Machinery & Equipment	\$848,000
Furniture & Fixtures	
Soft Costs (Architect, Legal and Engineering)	\$43,900
Financial Charges (loan or bond fees and interest)	
Authority Fee	
Other (Describe:)	
Other (Describe:)	
Total Project Cost:	\$3,044,334

2. Sources of Funds for Project Costs:

Source	Amount
Bank Financing:	
Equity (excluding equity attributed to grants/tax credits):	\$2,435,467
Tax Exempt Bond Issuance:	
Taxable Bond Issuance:	
Public Sources (total pf all state and federal grants and tax credits):	\$608,867
Identify each state and federal grant/credit:	
NYS ESD	\$608,867
Total Sources of Funds for Project Costs:	\$3,044,334

10. Have any of the above costs been paid or incurred as of the date of this Application? No If yes, describe particulars.

IV. Permitting and Environmental Requirements

1. Does the project require local planning or permitting approvals? No
2. Will a site plan application be filed? No
3. Has another entity been designated as lead agent under the State Environmental Quality Review Act (“SEQRA”)? No
 - a. If yes, attach copy of Negative Declaration if completed, or a copy of submitted Environmental Assessment Form if Negative Declaration has not yet been issued.
 - b. If no, attach a completed Environmental Assessment Form.

V. Employment and Payroll Projections

1. Job Creation:
 - a. Anticipated construction jobs created by the Project:10
Anticipated Dates of Construction: October 2024 – March 2025
 - b. Permanent Full Time Equivalent (FTE)* Jobs to be Created and Retained by the Project

Column A: Insert the job titles or types that exist within the company at the time of application, as well as any job titles that will be established as a result of the Project.

Column B: Indicate the average wage for each listed job title/type in terms of annualized wages.

Column C: Indicate the wage range for each listed job title/type in terms of annualized wages.

Column D: Indicate the average amount of fringe benefits for each listed job title/type.

Column E: For each listed job title insert the number of FTEs that exist at the time of application.

Column F: Insert the number of FTE jobs to be created during year one of the Project for each listed job title.

Column G: Insert the number of FTE jobs to be created during year two of the Project for each listed job title.

Column H: Insert the number of FTE jobs to be created during year three of the Project for each listed job title.

(A) Job Title/Type	(B) Average Annual Wages	(C) Annual Wage Range	(D) Average Fringe Benefits	(E) Current Number of FTEs	F) Jobs Created: Year One	(G) Jobs Created: Year Two	(H) Jobs Created: Year Three
Production	\$40,000	\$36k - \$60k	\$12k	39	3	2	2
Quality Tech.	\$56,000	\$44k - \$70k	\$12k	3			1
Maintenance Tech.	\$52,000	\$42k - \$80k	\$12k	4		1	
Shipping/Receiving	\$44,000	\$42k – \$60k	\$12k	2			
Engineering	\$70,000	\$60k- \$130k	\$12k	3			
Toolmaker	\$65,000	\$60k - \$80k	\$12k	3			
Management	\$70,000	\$50k- \$120k	\$12k	6			
Office Support	\$46,000	\$42k - \$62k	\$12k	2			
Sales/Marketing	\$70,000	\$60k- \$130k	\$12k	3			
TOTALS:				65	3	3	3

*Definition of Full Time Equivalent (FTE) Job: For the purposes of this application, any employee working 30 hours or more per week is considered 1 FTE. Any employee working fewer than 30 hours per

week is counted as a proportion of an FTE equal to the number of hours worked per week divided by 30. For example, an employee working 20 hours per week equals .67 FTE (20 divided by 30). Please contact Authority Staff if you have questions about calculating FTE. **[NEEDS TO MATCH WITH RECAPTURE POLICY]**

1. What percentage of jobs to be created are estimated to be filled by residents of the Labor Market Area, defined by the Authority as the Counties of Cayuga, Cortland, Onondaga, Ontario, Oswego, Seneca, Tompkins, and Wayne? 100%

2. Payroll Projections:

- a. Current Annual Payroll: \$4,016,000
- b. First Year After Completion of Project: \$4,136,000
- c. Second Year After Completion of Project: \$4,268,000
- d. Third Year After Completion of Project: \$4,404,000

II. Estimate of Potential Benefits

1. Please indicate the type(s) of Financial Assistance sought for the Project:

Yes	Sales and Usage Tax Exemption
No	Mortgage Tax Exemption
Yes	Real Property Tax Abatement (PILOT Agreement)
No	Issuance by the Authority of Industrial Development Revenue Bonds

2. Estimated Project Benefits

Note to Applicant: AIDA staff will work with applicants to identify potential IDA benefits upon receipt of a completed draft application, using the information contained in the draft application and discussions with the applicant. Therefore, please do not complete this section or sign and certify application until AIDA staff has reviewed a draft application and assisted in the calculation of estimated benefits.

A. Sales and Use Tax Exemption

a. Amount of Project Cost Subject to Tax:	\$1,831,067
Applicable sales and use tax rate:	x .08
b. Financial benefit if fully exempt:	\$146,485.38

B. Mortgage Recording Tax Exemption

a. Projected amount of Mortgage:	\$
Mortgage recording tax rate:	x .0075
b. Financial benefit if fully tax exempt:	\$

C. Payment of Lieu of Taxes (PILOT) *

a. Investment in real property	\$1,228,834
b. Equalization rate	

c. Current, pre-project assessment \$523,400
d. Probable post-project assessed value \$1,000,000

e. PILOT Schedule

Year	f. Abatement on Added Value	g. Abated Taxable Value	h. Total Tax Rate	i. PILOT Payment	j. Full Taxes	k. Net Exemption
<i>Calc.</i>		$c + [(d-c) \times f]$		$(g/1000) \times h$	$(d/1000) \times h$	$j - i$
1	100%	\$523,400	36.055286	\$18,871.34	\$36,055.29	\$67,676.27
2	90%	\$571,060	36.415838	\$20,795.63	\$36,415.84	\$83,296.48
3	80%	\$622,720	36.779997	\$22,903.64	\$37,515.60	\$97,908.43
4	70%	\$672,380	37.147796	\$24,977.44	\$37,890.75	\$110,821.75
5	60%	\$722,040	37.519276	\$27,090.42	\$38,269.66	\$122,000.99
6	50%	\$771,700	37.894468	\$29,243.16	\$38,652.36	\$131,410.19
7	40%	\$833,600	38.273412	\$31,904.72	\$39,819.66	\$139,325.13
8	30%	\$885,300	38.656147	\$34,222.29	\$40,217.86	\$145,320.70
9	20%	\$937,000	39.429270	\$36,945.23	\$41,022.21	\$149,397.69
10	10%	\$988,700	40.217855	\$39,763.39	\$41,842.66	\$151,476.95

i. Total PILOT Net Exemption: \$151,476.95

D. Interest Exemption – Bond transactions only

a. Total Estimated Interest Expense Assuming Taxable Interest: \$
b. Total Estimated Interest Expense Assuming Tax-exempt Interest Rate: \$
c. Interest Exemption (a - b): \$

E. Total Estimated Exemptions

a. Sales & Use Tax Exemption \$146,485.38
b. Mortgage Recording Tax Exemption \$
c. PILOT Real Property Net Exemption \$100,984.63
d. Interest Exemption from Bond Issuance \$
e. TOTAL EXEMPTION \$247,470.01

3. Is it likely that the Project would be undertaken without the provision of the above financial assistance? Yes, but likely a scaled-back plan over an extended time period. If yes, describe how the Project would be impacted if these benefits were not provided. We are seeking IDA incentives because the renovations required to bring this new building up to code and provide the utilities required for our manufacturing operation are expected to far exceed our original estimates and our ability to self-fund the project in a timely manner. We have moved forward with the purchase of the building since another party was quite interested, thus we wanted to avoid a bidding war. We would like to set the wheels in motion to provide the necessary resources (water for sprinklers, natural gas, and electricity required for heating and processing equipment), and improving the overall aesthetics of this location prior to the upcoming winter months. The bones of this building are good,

however, it has lacked necessary maintenance for years and needs full-scale improvements to bring it from a warehousing building to a completely employable, manufacturing facility. If we can secure these incentives, our goal would be to have production up and running during the first quarter of 2025 rather than 2-3 years out.

VII. Supplemental Materials

1. Map showing project location included
2. Preliminary plans or sketches of proposed construction N/A
3. Copies of two most recent annual financial statements and unaudited year to date financial statements included
4. Copy of most recent Annual Report (for established businesses) or Business Plan (for new businesses) unavailable
5. Sales and income projections for next three years included
6. Environmental Assessment Form of Negative Declaration TBD
7. \$500 application fee included
8. Other attachments (please specify):
 - a.
 - b.
 - c.
 - d.
 - e.
 - f.
 - g.

VIII. Application Submission

Once the application has been reviewed by Authority staff and Section VI has been completed, please sign, certify and submit the completed application along with Supplemental Materials to:

AUBURN INDUSTRIAL DEVELOPMENT AUTHORITY

2 State Street

Auburn, NY 13021

Email Applications (scanned PDFs) may be sent to: tracy.verrier@mrbgroup.com

Telephone: (315) 362-1088

Administrative fees in the amount outlined in Section I will be collected at the time of closing.

Representations by the Applicant

The Applicant understands and agrees with the Authority as follows:

- A. Job Listings:** In accordance with Section 2329 of the New York Public Authorities Law, the applicant understands and agrees that, if the Project receives any Financial Assistance from the Authority, except as otherwise provided by collective bargaining agreements, new employment opportunities created as a result of the Project will be listed with the New York State Department of Labor Community Services Division (the “DOL”) and with the administrative entity (collectively with the DOL, the “JTPA Entities”) of the service delivery area created by the federal job training partnership act (Public Law 97-300) (“JTPA”) in which the Project is located.
- B. First Consideration for Employment:** In accordance with Section 2329 of the New York Public Authorities Law, the applicant understands and agrees that, if the Project receives any Financial Assistance from the Authority, except as otherwise provided by collective bargaining agreements, where practicable, the applicant will first consider persons eligible to participate in JTPA programs who shall be referred by the JTPA Entities for new employment opportunities created as a result of the Project.
- C. Annual Sales Tax Filings:** In accordance with Section 2326(3) of the New York General Municipal Law, the applicant understands and agrees that, if the Project receives any sales tax exemptions as part of the Financial Assistance from the Authority, the applicant agrees to file, or cause to be filed, with the New York State Department of Taxation and Finance, the annual form prescribed by the Department of Taxation and Finance, describing the value of all sales tax exemptions claimed by the applicant and all consultants or subcontractors retained by the applicant.
- D. Annual Employment Reports:** The applicant understands and agrees that, if the Project receives any Financial Assistance from the Authority, the applicant agrees to file, or cause to be filed, with the Authority, on an annual basis, reports regarding the number of people employed at the project site.
- E. Absence of Conflicts of Interest:** The applicant has received from the Authority a list of the members, officers, employees and Counsel of the Authority. No member, officer, employee, or Counsel of the Authority has an interest, whether direct or indirect, in any transaction contemplated by this Application, except as hereinafter described:

**HOLD HARMLESS AGREEMENT AND APPLICATION DISCLAIMER
CERTIFICATION PURSUANT TO NEW YORK STATE
FREEDOM OF INFORMATION LAW (“FOIL”)**

Applicant hereby releases the AUBURN INDUSTRIAL DEVELOPMENT AUTHORITY and the members, officers, servants, agents and employees thereof (the "Authority") from, agrees that the Authority shall not be liable for and agrees to indemnify, defend and hold the Authority harmless from and against any and all liability arising from or expense incurred by (A) the Authority's examination and processing of, and action pursuant to or upon, the attached Application, regardless of whether or not the Application or the Project described therein or the tax exemptions and other assistance requested therein are favorably acted upon by the Authority, (B) the Authority's acquisition, construction and/or installation of the Project described therein and (C) any further action taken by the Authority with respect to the Project; including without limiting the generality of the foregoing, all causes of action and attorneys' fees and any other expenses incurred in defending any suits or actions which may arise as a result of any of the foregoing. If, for any reason, the Applicant fails to conclude or consummate necessary negotiations, or fails, within a reasonable or specified period of time, to take reasonable, proper or requested action, or withdraws, abandons, cancels or neglects the Application, or if the Authority or the Applicant are unable to reach final agreement with the respect to the Project, then, and in the event, upon presentation of an invoice itemizing the same, the Applicant shall pay to the Authority, its agents or assigns, all costs incurred by the Authority in the processing of the Application, including attorneys' fees, if any.

Through submission of this Application for Financial Assistance (this “Application”), the Company acknowledges that the Authority, as a public benefit corporation, is subject to the New York State Freedom of Information Law (“FOIL”) and Open Meetings Law (“OML”), as codified pursuant to the Public Officers Law (“POL”) of the State of New York (the “State”). Accordingly, unless portions hereof are otherwise protected in accordance with this Certification, this Application, including all Company-specific information contained herein, is subject to public disclosure in accordance with applicable provisions of the POL, Title 15 of Article 8 of the Public Authorities Law ("PAL"), Article 18-A of the General Municipal Law (“GML”) (to the extent applicable) and the Public Authorities Accountability Act of 2005, as codified within the PAL. Specifically, this Application may be disclosed by the Authority to any member of the public pursuant to a properly submitted request under FOIL and the Authority is further required to affirmatively disclose certain provisions contained herein pursuant to the GML and PAL, including the identification of the Company, general project description, location proposed capital investment and job estimates.

Notwithstanding the foregoing, the Company, pursuant to this Certification, may formally request that the Authority consider certain information contained within this Application and other applicable supporting materials proprietary information and “trade secrets”, as defined within POL Section 87(2)(d). To the extent that any such information should qualify as trade secrets, the Company hereby requests that the Authority redact same in the event that formal disclosure is requested by any party pursuant to FOIL. Application Sections or information requested by Company for Redaction*:

(* - Please indicate specific sections within Application that the Company seeks to qualify as “trade secrets”. Additional correspondence or supporting information may be attached hereto. Please also note that notwithstanding the Company’s request, the Authority shall make an independent determination of the extent to which any information contained herein may be considered as such)

In the event that the Authority is served with or receives any subpoena, request for production, discovery request, or information request in any forum that calls for the disclosure of the Application, in entirety, specifically including but not limited to any demand or request for production or review of Company-designated trade secrets, the Authority agrees to notify the Company as promptly as is reasonably possible, and to utilize its best efforts to: oppose or decline any such request; preserve the confidentiality and non-disclosure of such requested confidential material; and maintain such information and prevent inadvertent disclosure in responding to any such discovery or information request. The Company understands and agrees that all reasonable costs, including attorney’s fees, associated with any such formal undertaking by the Authority to protect the trade secrets from disclosure shall be reimbursed by the Company to the Authority.

The undersigned officer of the applicant deponent acknowledges and agrees that the applicant shall be and is responsible for all costs incurred by the Authority and legal counsel for the Authority, whether or not the Application, the proposed project it describes, the attendant negotiations, or the issue of bonds or other transaction or agreement are ultimately ever carried to successful conclusion and agrees that the Authority shall not be liable for and agrees to indemnify, defend and hold the Authority harmless from and against any and all liability arising from or expense incurred by (A) the Authority’s examination and processing of, and action pursuant to or upon, the Application, regardless of whether or not the Application or the proposed project described herein or the tax exemptions and other assistance requested herein are favorably acted upon by the Authority, (B) the Authority’s acquisition, construction and/or installation of the proposed project described herein and (C) any further action taken by the Authority with respect to the proposed project; including without limiting the generality of the foregoing, all causes of action and attorney’s fees and any other expenses incurred in defending any suits or actions which may arise as a result of any of the foregoing.

By executing and submitting this Application, the applicant covenants and agrees to pay the following fees to the Authority, the same to be paid at the times indicated:

- (a) The sum of **\$500** as a non-refundable application fee, to be paid upon submission of the Application;
- (b) An Administrative Fee amounts to be determined using the schedule in Section I on page 2 hereof for all other projects for which the Authority provides financial assistance, to be paid at transaction closing;
- (c) An amount to be determined by Authority Staff payable to the Authority’s bond/transaction counsel for the preparation and review of the inducement resolution, the environmental compliance resolution, TEFRA hearing proceedings and the tax questionnaire assuming no further activity occurs after the completion of the inducement proceedings, to be paid within ten (10) business days of the receipt of bond/transaction counsel’s invoice;

- (d) All fees, costs and expenses incurred by the Authority for (1) legal services, including but not limited to those provided by the Authority's general counsel or bond/transaction counsel, and (2) other consultants retained by the Authority in connection with the proposed project; with all such charges to be paid by the applicant at the closing or, if the closing does not occur, within ten (10) business days of receipt of the Authority's invoices therefore please note that the applicant is entitled to receive a written estimate of fees and costs of the Authority's bond/transaction counsel;
- (e) The cost incurred by the Authority and paid by the applicant, including bond/transaction counsel and the Authority's general counsel's fees and the processing fees, may be considered as a costs of the project and included in the financing of costs of the proposed project, except as limited by the applicable provisions of the Internal Revenue Code with respect to tax-exempt bond financing.

The applicant further covenants and agrees that the applicant is liable for payment to the Authority of all charges referred to above, as well as all other actual costs and expenses incurred by the Authority in handling the application and pursuing the proposed project notwithstanding the occurrence of any of the following:

- (a) The applicant's withdrawal, abandonment, cancellation or failure to pursue the Application;
- (b) The inability of the Authority or the applicant to procure the services of one or more financial institutions to provide financing for the proposed project;
- (c) The applicant's failure, for whatever reason, to undertake and/or successfully complete the proposed project; or
- (d) The Authority's failure, for whatever reason, to issue tax-exempt revenue bonds in lieu of conventional financing.


The applicant and the individual executing this Application on behalf of applicant acknowledge that the Authority and its counsel will rely on the representations made in this Application when acting hereon and hereby represents that the statements made herein do not contain any untrue statement of a material fact and do not omit to state a material fact necessary to make the statements contained herein not misleading.

Company Acknowledgment and Certification:

The undersigned, being a duly authorized representative of the Company, hereby and on behalf of the Company, certifies to the best of his or her knowledge and under the penalty of perjury that all of the information provided by the Company within this Application for Financial Assistance is true, accurate and complete.

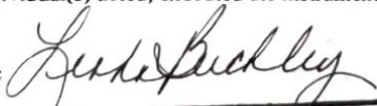
The Company, on behalf of itself and all owners, occupants and/or operators receiving or that will receive financial assistance from the Authority (collectively, the "Recipients") hereby certifies that the Recipients are in substantial compliance with applicable local, state and federal tax, worker protection and environmental laws, rules and regulations.

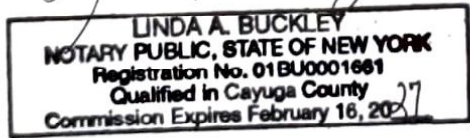
The Company, on behalf of itself and all Recipients, hereby further acknowledges that the submission of any knowingly false or knowingly misleading information herein or within any agreement with the Authority may lead to the immediate termination of any financial assistance and the reimbursement of an amount equal to all or part of any tax exemptions claimed by reason of the Authority's involvement in the project, including all costs of the agency relating to same. The Company has reviewed and accepts the terms of the Authority's Project Recapture and Termination Policy.

By: 
Name: Thomas R. Herbert
Title: Sole Member

State of New York)
County of Cayuga) ss.:

On the 11th day of September in the year 2024, before me, the undersigned, personally appeared Thomas R. Herbert, personally known to me or proved to me on the basis of satisfactory evidence to be the individual(s) whose name(s) is (are) subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their capacity(ies), and that by his/her/their signatures on the instrument, the individual(s), or the person upon behalf of which the individual(s) acted, executed the instrument.

Notary Public 



Appendix 2:

LOCAL LABOR POLICY AGREEMENT
Auburn Industrial Development Authority
Adopted: September 16, 2020

Project Applicants, as a condition to receiving Financial Assistance (including sales tax exemption, mortgage recording tax exemption, real property tax abatement, and/or bond proceeds) from the Auburn Industrial Development Authority (the “Authority”) will be required to use local labor for 100% of the construction of new, expanded, or renovated facilities. Local labor is defined as an individual that resides within the Cayuga County, an adjacent county, or New York State as stated in the percentages below:

- 65% of all project employees of the general contractor, subcontractor, or subcontractor to the subcontractor (collectively, the “Workers”) must reside within Cayuga County, including the City of Auburn.
- An additional 20% of Workers must reside in Cayuga County or an adjacent county (Oswego, Onondaga, Ontario, Cortland, Tompkins, Seneca, or Wayne).
- An additional 15% of Workers must reside within Cayuga County, an adjacent county, or New York State.

The Authority may determine on a case-by-case basis to waive all or a portion of the local labor policy for a project or a portion of a project where consideration of warranty issues, necessity of specialized skills, cost differentials of at least 10% between local and non-local services, documented lack of Workers meeting the local labor requirement, or other compelling circumstances exist.

In consideration of the extension of Financial Assistance by the Authority, _____ (Applicant) understands the Local Labor Policy and agrees to submit a Local Labor Utilization Report Form (attached) to the Authority every 90 days after authorization of the Financial Assistance, and/or at the completion of the construction portion of _____ (the Project). The Applicant further understands any request for a waiver to this policy must be submitted in writing using the Local Labor Policy Waiver Request form (attached) and approved by the Authority prior to hiring any Workers that do not satisfy the local labor requirements laid out above. If Financial Assistance has already been approved, the Applicant must submit documentation of a good faith effort to procure local labor with the Waiver Request Form. A “good faith effort” means that the Applicant has submitted bids, requests for proposals, or other procurement documents to local contractors and suppliers on the same terms and at the same time as submitted non-local contractors and suppliers. Evidence of the Applicants “good faith effort” shall include, without limitation documentation of the companies receiving bid documents, information regarding their proposal or decision not to bid, and/or a list of companies and unions contacted in an effort to identify local firms and workers for the Project. The Applicant further understands that if the required forms are not submitted to the Authority, then the Authority shall have the right to immediately terminate any and all Financial Assistance being provided to the Project.

An extensive list of local resources, labor unions, contractors is available on the Authority’s website, <https://takerootinauburn.org/potential-applicants/>.

Auburn Industrial Development Authority Local Labor Policy Certification

I agree to the conditions of this agreement and certify all information provided regarding the construction and employment activities for the Project as of _____ (date).

Applicant: _____

Representative for Contract Bids/Awards: _____

Vendor Address: _____

City: _____ State: _____ Zip Code: _____

Email: _____

Project Address: _____

Authorized Representative: _____

Title: _____

Signature: _____

Sworn to before me this
_____ day of _____, 20____.

(Notary Public)

Local Labor Policy Waiver Request

Applicant: Bo-Mer Plastics LLC

Project Address: 21 Allen Street, Auburn, NY 13021

Describe the portion(s) of the project for which you would like the Local Labor requirements waived:

We are requesting an adjustment to the local labor schedule to 30% Cayuga County, 60% Regional, and 10% NYS because we do not have local contractors necessary to complete this project (i.e. sprinkler system and supporting structures). We will do our best to stay local as we have in the past.

Reason for waiver request:

- Warranty requirements- Attach supporting documentation
- Necessity of specialized skills- Attach description of need and documentation of unavailability of Workers with needed skills
- Cost differential of at least 10%- Attach supporting quotes, including at least two using local labor
- Unavailability of Workers meeting local labor requirement- Attach supporting documentation
- Other compelling circumstances- Attach description of circumstances

If for a reason other than warranty requirements, attach a list and/or other documentation of efforts made to identify Workers meeting the Local Labor Policy Requirements.

I Tom Herbert (Authorized Representative) hereby request a waiver from the Authority’s Local Labor Policy for the above mentioned portions of Bo-Mer Plastics Expansion (the project). I understand that the submission of this form does not guarantee a waiver from the Authority and that hiring Workers that do not meet the Local Labor requirements prior to receiving written approval of this Waiver from the Authority could disqualify the project from receiving financial assistance from the Authority and/or could cause the Authority to terminate existing financial assistance.

Authorized Company Representative: Thomas R. Herbert

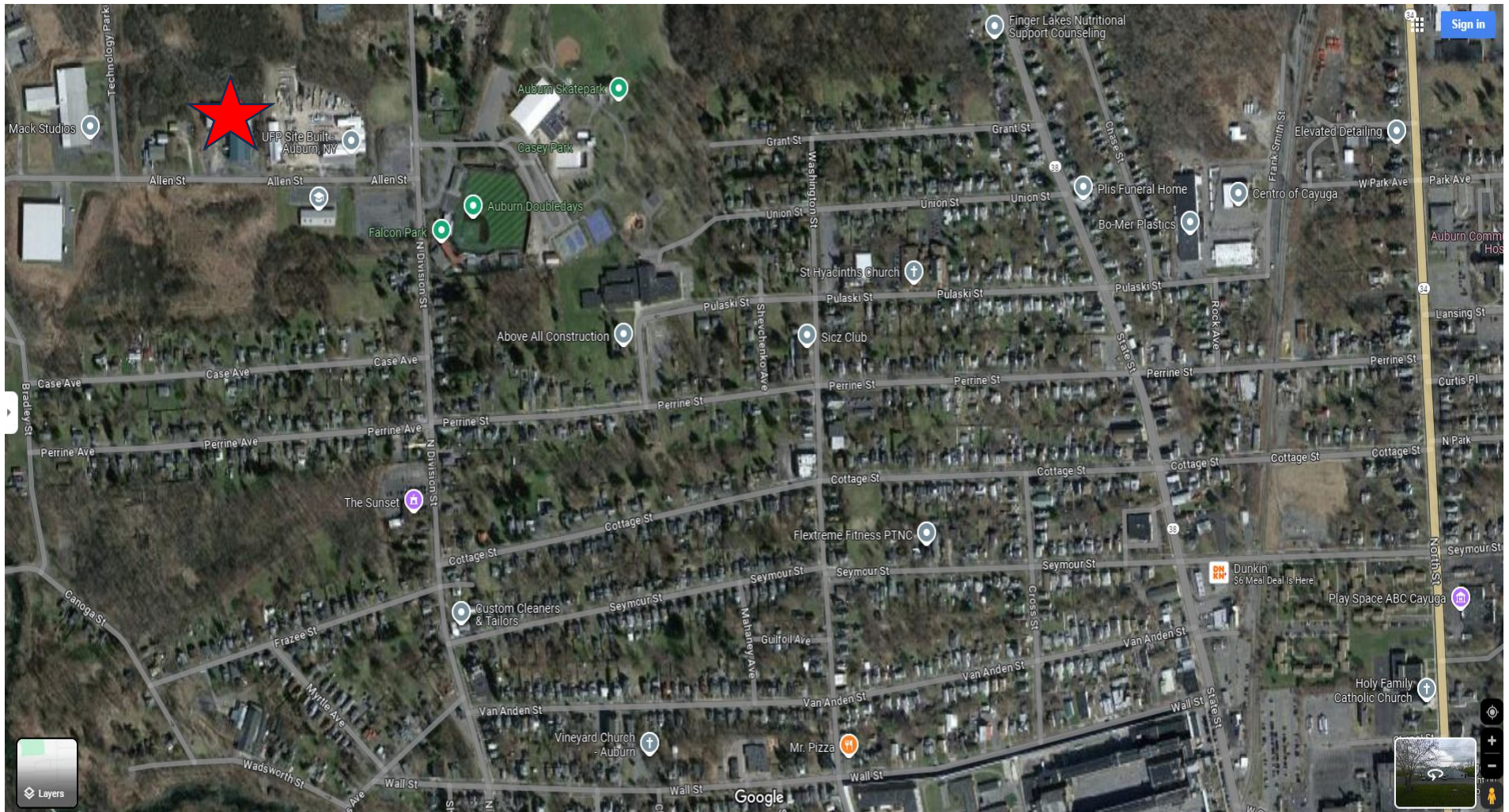
Signature: _____

Date: 9/05/2024

Auburn Industrial Development Authority

Application for Financial Assistance

VII. Supplemental Materials, Item 1. Map showing project location (21 Allen Street)



Short Environmental Assessment Form

Part 1 - Project Information

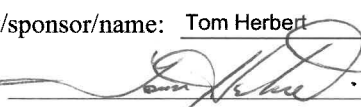
Instructions for Completing

Part 1 – Project Information. The applicant or project sponsor is responsible for the completion of Part 1. Responses become part of the application for approval or funding, are subject to public review, and may be subject to further verification. Complete Part 1 based on information currently available. If additional research or investigation would be needed to fully respond to any item, please answer as thoroughly as possible based on current information.

Complete all items in Part 1. You may also provide any additional information which you believe will be needed by or useful to the lead agency; attach additional pages as necessary to supplement any item.

Part 1 – Project and Sponsor Information			
Name of Action or Project: Bo-Mer Plastics Expansion			
Project Location (describe, and attach a location map): 21 Allen Street, Auburn, NY 13021			
Brief Description of Proposed Action: Purchase and renovate the building at 21 Allen Street, Auburn to be used for expanded manufacturing space. This project will include upgraded electrical, gas and water service throughout; sprinkler system installation; add or replace heating/cooling systems; phone and network upgrades; installation of compressed air and vacuum systems; and general building and site repairs.			
Name of Applicant or Sponsor: 21 Allen, LLC (lease Bo-Mer Plastics, LLC)		Telephone: 315-252-7216 E-Mail: bcolella@bo-mer.com	
Address: 13 Pulaski Street			
City/PO: Auburn		State: NY	Zip Code: 13021
1. Does the proposed action only involve the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation? If Yes, attach a narrative description of the intent of the proposed action and the environmental resources that may be affected in the municipality and proceed to Part 2. If no, continue to question 2.			NO <input type="checkbox"/>
2. Does the proposed action require a permit, approval or funding from any other government Agency? If Yes, list agency(s) name and permit or approval:			YES <input type="checkbox"/>
3. a. Total acreage of the site of the proposed action? _____ 3.03 acres b. Total acreage to be physically disturbed? _____ 2 acres c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor? _____ 3.03 acres			
4. Check all land uses that occur on, are adjoining or near the proposed action:			
5. <input type="checkbox"/> Urban <input type="checkbox"/> Rural (non-agriculture) <input checked="" type="checkbox"/> Industrial <input checked="" type="checkbox"/> Commercial <input checked="" type="checkbox"/> Residential (suburban) <input type="checkbox"/> Forest <input type="checkbox"/> Agriculture <input type="checkbox"/> Aquatic <input type="checkbox"/> Other(Specify): <input type="checkbox"/> Parkland			

	NO	YES	N/A
5. Is the proposed action, a. A permitted use under the zoning regulations? b. Consistent with the adopted comprehensive plan?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6. Is the proposed action consistent with the predominant character of the existing built or natural landscape?	NO	YES	
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
7. Is the site of the proposed action located in, or does it adjoin, a state listed Critical Environmental Area? If Yes, identify: _____	NO	YES	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
8. a. Will the proposed action result in a substantial increase in traffic above present levels? b. Are public transportation services available at or near the site of the proposed action? c. Are any pedestrian accommodations or bicycle routes available on or near the site of the proposed action?	NO	YES	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
9. Does the proposed action meet or exceed the state energy code requirements? If the proposed action will exceed requirements, describe design features and technologies: N/A...no new construction, no addition, not altering 50% or more of the building	NO	YES	
	<input type="checkbox"/>	<input type="checkbox"/>	
10. Will the proposed action connect to an existing public/private water supply? If No, describe method for providing potable water: _____	NO	YES	
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
11. Will the proposed action connect to existing wastewater utilities? If No, describe method for providing wastewater treatment: _____	NO	YES	
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
12. a. Does the project site contain, or is it substantially contiguous to, a building, archaeological site, or district which is listed on the National or State Register of Historic Places, or that has been determined by the Commissioner of the NYS Office of Parks, Recreation and Historic Preservation to be eligible for listing on the State Register of Historic Places? b. Is the project site, or any portion of it, located in or adjacent to an area designated as sensitive for archaeological sites on the NY State Historic Preservation Office (SHPO) archaeological site inventory?	NO	YES	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
13. a. Does any portion of the site of the proposed action, or lands adjoining the proposed action, contain wetlands or other waterbodies regulated by a federal, state or local agency? b. Would the proposed action physically alter, or encroach into, any existing wetland or waterbody? If Yes, identify the wetland or waterbody and extent of alterations in square feet or acres: _____	NO	YES	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

14. Identify the typical habitat types that occur on, or are likely to be found on the project site. Check all that apply:		
<input type="checkbox"/> Shoreline <input type="checkbox"/> Forest <input type="checkbox"/> Agricultural/grasslands <input type="checkbox"/> Early mid-successional <input type="checkbox"/> Wetland <input type="checkbox"/> Urban <input type="checkbox"/> Suburban		
15. Does the site of the proposed action contain any species of animal, or associated habitats, listed by the State or Federal government as threatened or endangered?	NO	YES
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
16. Is the project site located in the 100-year flood plan?	NO	YES
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
17. Will the proposed action create storm water discharge, either from point or non-point sources?	NO	YES
If Yes,	<input checked="" type="checkbox"/>	<input type="checkbox"/>
a. Will storm water discharges flow to adjacent properties?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b. Will storm water discharges be directed to established conveyance systems (runoff and storm drains)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
If Yes, briefly describe: _____ _____		
18. Does the proposed action include construction or other activities that would result in the impoundment of water or other liquids (e.g., retention pond, waste lagoon, dam)?	NO	YES
If Yes, explain the purpose and size of the impoundment: _____ _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>
19. Has the site of the proposed action or an adjoining property been the location of an active or closed solid waste management facility?	NO	YES
If Yes, describe: _____ _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>
20. Has the site of the proposed action or an adjoining property been the subject of remediation (ongoing or completed) for hazardous waste?	NO	YES
If Yes, describe: _____	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Site name: Auburn Landfill; Site Code: 706001; Program: State Superfund Program. In 1989, following completion of a site investigation, the dump was capped in accordance with the Department's Part 360 landfill closure requirements. Monitoring ongoing.		
I CERTIFY THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE		
Applicant/sponsor/name: Tom Herbert	Date: 9/11/2024	
Signature: 	Title: CEO	

Sources: Esri, HERE, Garmin, USGS, Intermap, INCREMENTAL, AIRC, Esri, Japan, METI, Esri, China (Hong Kong), Esri, Korea, Esri, Thailand, NGCC, (c) OpenStreetMap contributors, and the GIS User Community

Disclaimer: The EAF Mapper is a screening tool intended to assist project sponsors and reviewing agencies in preparing an environmental assessment form (EAF). Not all questions asked in the EAF are answered by the EAF Mapper. Additional information on any EAF question can be obtained by consulting the EAF Workbooks. Although the EAF Mapper provides the most up-to-date digital data available to DEC, you may also need to contact local or other data sources in order to obtain data not provided by the Mapper. Digital data is not a substitute for agency determinations.

Sources: Esri, HERE, Garmin, USGS, Intermap, INCREMENTAL, AIRC, Esri, Japan, METI, Esri, China (Hong Kong), Esri, Korea, Esri, Thailand, NGCC, (c) OpenStreetMap contributors, and the GIS User Community

Part 1 / Question 7 [Critical Environmental Area]	No
Part 1 / Question 12a [National or State Register of Historic Places or State Eligible Sites]	No
Part 1 / Question 12b [Archeological Sites]	No
Part 1 / Question 13a [Wetlands or Other Regulated Waterbodies]	No
Part 1 / Question 15 [Threatened or Endangered Animal]	No
Part 1 / Question 16 [100 Year Flood Plain]	No
Part 1 / Question 20 [Remediation Site]	Yes

Short Environmental Assessment Form Part 3 Determination of Significance

For every question in Part 2 that was answered “moderate to large impact may occur”, or if there is a need to explain why a particular element of the proposed action may or will not result in a significant adverse environmental impact, please complete Part 3. Part 3 should, in sufficient detail, identify the impact, including any measures or design elements that have been included by the project sponsor to avoid or reduce impacts. Part 3 should also explain how the lead agency determined that the impact may or will not be significant. Each potential impact should be assessed considering its setting, probability of occurring, duration, irreversibility, geographic scope and magnitude. Also consider the potential for short-term, long-term and cumulative impacts.

The proposed project would reactivate an existing building for a similar purpose. The building has been underutilized in recent years, so will return the facility to a more normal/expected level of utility and roadway usage for a facility within an industrial park. The use is a good fit for the surrounding character of the Tech Park. There are no known threats to environmental or historic assets related to this project.

- Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action may result in one or more potentially large or significant adverse impacts and an environmental impact statement is required.
- Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action will not result in any significant adverse environmental impacts.

Auburn Industrial Development Authority

October 16, 2024

Name of Lead Agency

Date

Gwen Webber-McLeod

Chair

Print or Type Name of Responsible Officer in Lead Agency

Title of Responsible Officer

Signature of Responsible Officer in Lead Agency

Signature of Preparer (if different from Responsible Officer)

RESOLUTION

(21 Allen Street, LLC Project)

A regular meeting of the Auburn Industrial Development Authority was convened at Memorial City Hall, 24 South Street, Auburn, New York on October 23, 2024 at 5:00 p.m.

The following resolution was duly offered and seconded, to wit:

RESOLUTION NO. 2024-10-1

**RESOLUTION OF THE AUBURN INDUSTRIAL DEVELOPMENT
AUTHORITY (THE "AUTHORITY") CLASSIFYING THE 21
ALLEN STREET, LLC PROJECT (AS MORE FULLY
DESCRIBED BELOW) AS A TYPE II ACTION UNDER THE
SEQR ACT**

WHEREAS, the Auburn Industrial Development Authority (the "**Authority**") is authorized and empowered by the provisions of the Auburn Industrial Development Authority Act, Chapter 915 of the 1969 Laws of New York constituting Title 15 of Article 8 of the Public Authorities Law, Chapter 43-A of the Consolidated Laws of New York, as amended (the "**Act**"), to promote, develop, encourage and assist in the acquiring, constructing, reconstructing, improving, maintaining, equipping and furnishing of industrial, manufacturing, warehousing, commercial and research facilities, and facilities for use by a federal agency or medical facility, among others, and thereby to advance the job opportunities, health, general prosperity and economic welfare of the people of the City of Auburn and improve their medical care and standard of living; and

WHEREAS, 21 Allen Street, LLC (the "**Company**") has requested the Authority's assistance with a certain project (the "**Project**") consisting of (i) the acquisition of an approximately 3.03 acre parcel of land located at 21 Allen Street in the City of Auburn, New York identified as Tax Map No. 108.81-1-6 (the "**Land**") improved by an approximately 33,000 square foot building and related site improvements (collectively, the "**Existing Improvements**"), (ii) the construction or reconstruction of the Existing Improvements for use by the Company or its affiliates as a manufacturing, warehousing and office facility (the "**New Improvements**" and, together with the Existing Improvements, the "**Improvements**"), and (iii) the installation in and around the Improvements of equipment for use by the Company or its affiliates as a manufacturing, warehousing and office facility (the "**Equipment**" and, together with the Land and the Improvements, the "**Project Facility**"); and

WHEREAS, the Authority has reviewed Article 8 of the Environmental Conservation Law, Chapter 43-B of the Consolidated Laws of New York, as amended ("**SEQRA**") and the Regulations adopted pursuant thereto by the Department of Environmental Conservation of the State of New York (the "**Regulations**"); and

WHEREAS, the Project does not appear to constitute a Type I Action pursuant to 6 NYCRR §617.4; and

WHEREAS, the Project appears to be a Type II Action pursuant to 6 NYCRR § 617.5(c); and

WHEREAS, pursuant to 6 NYCRR § 617.5(c)(1), actions that involve “maintenance or repair involving no substantial change in an existing structure or facility” are Type II Actions; and

WHEREAS, pursuant to 6 NYCRR § 617.5(c)(2), actions that involve “replacement, rehabilitation or reconstruction of a structure or facility, in-kind, on the same site . . .” are Type II Actions; and

WHEREAS, pursuant to the SEQRA regulations at 6 NYCRR §§ 617.5(a) and 617.6(a)(i), Type II actions have been determined not to have a significant impact on the environment and are not subject to review under SEQRA; and

WHEREAS, the Authority now desires to make its SEQRA classification for the Project pursuant to the SEQRA regulations at 6 NYCRR § 617.6(a).

NOW, THEREFORE, BE IT RESOLVED BY THE MEMBERS OF THE AUBURN INDUSTRIAL DEVELOPMENT AUTHORITY AS FOLLOWS:

1. Based upon a thorough review of the SEQRA regulations at 6 NYCRR Part 617 and based further on the Authority’s knowledge of the 2020 Project and such further investigation of the Project and its environmental effects as the Authority has deemed appropriate, the Authority finds that:
 - a. the Project constitutes a SEQRA Type II action pursuant to 6 NYCRR § 617.5(c);
 - b. the Project will not have a significant impact on the environment; and
 - c. the Project is not subject to further SEQRA review.
2. This resolution shall take effect immediately.

Upon motion duly made and seconded, the question of the adoption of the foregoing Resolution was duly put to a vote, which resulted as follows:

	<u>Yea</u>	<u>Nay</u>	<u>Absent</u>	<u>Abstain</u>
Gwendolyn Webber-Mcleod, Chair				
James Giannettino, Member				
William Andre, Member				
Terry Cuddy, Member				
Katie MacIntyre, Member				
Tessa Crawford, Member				
Daniel Lovell, Member				
Karen Walter, Member				
Stephanie Leone, Member				

This Resolution was thereupon duly adopted.
STATE OF NEW YORK)
COUNTY OF CAYUGA) SS:

I, the undersigned Secretary of the Auburn Industrial Development Authority, DO HEREBY CERTIFY:

That I have compared the annexed extract of minutes of the meeting of the Auburn Industrial Development Authority (the "**Authority**"), including the resolution contained therein, held on October 23, 2024, with the original thereof on file in my office, and that the same is a true and correct copy of the proceedings of the Authority and of such resolution set forth therein and of the whole of said original insofar as the same related to the subject matters therein referred to.

I FURTHER CERTIFY, that all members of said Authority had due notice of said meeting, that the meeting was in all respects duly held and that, pursuant to Article 7 of the Public Officers Law (Open Meetings Law), said meeting was open to the general public, and that public notice of the time and place of said meeting was duly given in accordance with such Article 7.

I FURTHER CERTIFY, that there was a quorum of the members of the Authority present throughout said meeting.

I FURTHER CERTIFY, that as of the date hereof, the attached resolution is in full force and effect and has not been amended, repealed or modified.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of said Authority this ____ day of October 2024.

(Assistant) Secretary

[SEAL]

CLOSING RESOLUTION
(21 Allen Street, LLC Project)

A regular meeting of Auburn Industrial Development Authority was convened at Memorial City Hall, 24 South Street, in the City of Auburn on October 23, 2024 at 5:00 p.m.

The following resolution was duly offered and seconded, to wit:

RESOLUTION NO. 2024-10-2

RESOLUTION APPROVING THE GRANT OF FINANCIAL ASSISTANCE AND THE EXECUTION BY THE AUBURN INDUSTRIAL DEVELOPMENT AUTHORITY OF AN AGENT AGREEMENT, LEASE AGREEMENT, LEASEBACK AGREEMENT, PILOT AGREEMENT, AND RELATED DOCUMENTS WITH RESPECT TO THE 21 ALLEN STREET, LLC PROJECT

WHEREAS, the Auburn Industrial Development Authority (the "**Authority**") is authorized and empowered by the provisions of the Auburn Industrial Development Authority Act, Chapter 915 of the 1969 Laws of New York constituting Title 15 of Article 8 of the Public Authorities Law, Chapter 43-A of the Consolidated Laws of New York, as amended (the "**Act**"), to promote, develop, encourage and assist in the acquiring, constructing, reconstructing, improving, maintaining, equipping and furnishing of industrial, manufacturing, warehousing, commercial and research facilities, and facilities for use by a federal agency or medical facility, among others, and thereby to advance the job opportunities, health, general prosperity and economic welfare of the people of the City of Auburn and improve their medical care and standard of living; and

WHEREAS, 21 Allen Street, LLC (the "**Company**") has requested the Authority's assistance with a certain project (the "**Project**") consisting of (i) the acquisition of an approximately 3.03 acre parcel of land located at 21 Allen Street in the City of Auburn, New York identified as Tax Map No. 108.81-1-6 (the "**Land**") improved by an approximately 33,000 square foot building and related site improvements (collectively, the "**Existing Improvements**"), (ii) the construction or reconstruction of the Existing Improvements for use by the Company or its affiliates as a manufacturing, warehousing and office facility (the "**New Improvements**" and, together with the Existing Improvements, the "**Improvements**"), and (iii) the installation in and around the Improvements of equipment for use by the Company or its affiliates as a manufacturing, warehousing and office facility (the "**Equipment**" and, together with the Land and the Improvements, the "**Project Facility**"); and

WHEREAS, the Authority desires to encourage the Company to preserve and advance the job opportunities, health, general prosperity and economic welfare of the people of the City of Auburn, New York by undertaking the Project in the City of Auburn, New York; and

WHEREAS, pursuant to Section 2307 of the Act, the Authority held a public hearing with respect to the Project on October 19, 2024; and

WHEREAS, the Authority will appoint the Company as its true and lawful agent to undertake and complete the Project pursuant to the terms of an Agent Agreement by and between the Authority and the Company (the "**Agent Agreement**"); and

WHEREAS, the Authority will acquire a leasehold interest in the Facility pursuant to the terms of a Lease Agreement by and between the Authority and the Company (the "**Lease Agreement**"); and

WHEREAS, the Company has requested the Authority to enter into a Leaseback Agreement whereby the Company will lease the Facility from the Authority on the terms and conditions set forth therein (the "**Leaseback Agreement**"); and

WHEREAS, the Company has requested the Authority to enter into a PILOT Agreement requiring the Company to make payments in lieu of taxes with respect to the Facility (the "**PILOT Agreement**"); and

WHEREAS, as a condition to the grant of financial assistance, the Company will enter into an Environmental Compliance and Indemnification Agreement (the "**Environmental Agreement**") and Local Labor Agreement (the "**Labor Agreement**") in favor of the Authority; and

WHEREAS, the Authority, by separate Resolution, has made its review and findings pursuant to the State Environmental Quality Review Act; and

WHEREAS, the execution of the Agent Agreement, the Lease Agreement, the Leaseback Agreement, the PILOT Agreement, the Environmental Agreement and the Labor Agreement will help to improve the Project and enhance opportunities for the citizens of the City of Auburn.

NOW, THEREFORE, BE IT RESOLVED BY THE MEMBERS OF THE AUBURN INDUSTRIAL DEVELOPMENT AUTHORITY AS FOLLOWS:

Section 1. The Company has presented an application in a form acceptable to the Authority. Based upon the representations made by the Company to the Authority in the Company's application, the Authority hereby finds and determines that:

(A) By virtue of the Act, the Authority has been vested with all powers necessary and convenient to carry out and effectuate the purposes and provisions of the Act and to exercise all powers granted to it under the Act;

(B) The Authority has the authority to take the actions contemplated herein under the Act;

(C) The action to be taken by the Authority will further the purposes of the Authority under the Act by increasing employment opportunities in the City of Auburn, preventing economic deterioration and otherwise furthering the purposes of the Authority as set forth in the Act; and

(D) The Project will not result in the removal of a civic, commercial, industrial, or manufacturing plant of the Company or any other proposed occupant of the Facility from one area of the State of New York (the "**State**") to another area of the State or result in the abandonment of one or more plants or facilities of the Company or any other proposed occupant of the Facility located within the State; and the Authority hereby finds that, based on the Company's application, to the extent occupants are relocating from one plant or facility to another, the Project is reasonably necessary to discourage the Facility occupants from removing such other plant or facility to a location outside the State and/or is reasonably necessary to preserve the competitive position of the Facility occupants in their respective industries.

Section 2. The Authority hereby approves financial assistance for the Project including (A) an exemption from all state and local sales and use taxes with respect to the qualifying personal property included in or incorporated into the Facility or used in the acquisition, construction, renovation and equipping of the Facility, which exemption shall not exceed the sum of One Hundred Twenty-Four Thousand One Hundred Sixty Dollars and 00/100 (\$124,160.00); and (B) a partial abatement or exemption from real property taxes levied against the Facility pursuant to the PILOT Agreement.

Section 3. The Authority hereby appoints the Company as its true and lawful agent to (A) acquire, construct and equip the Project Facility; (B) to make, execute, acknowledge and deliver any contracts, orders, receipts, writings, instructions, as the agent for the Authority, with the authority to delegate such agency, in whole or in part, to agents, subagents, contractors, and subcontractors, and to such other parties as the Company reasonable designates; and (C) to do all other things that may be requisite and proper for completing the Project, with the same powers and validity vested in the Authority; provided, however, that the agency shall expire on November 1, 2026, unless extended by the Authority.

Section 4. The Authority may, pursuant to Section 2326-a of the Act, recover or recapture from the Company, its agents, subagents, contractors, subcontractors, or any other party authorized to make purchases for the benefit of the Project (each a "**Company Party**" and, collectively, the "**Company Parties**"), any sales and use tax exemption benefits obtained or purported to be obtained by the Company Parties if it is determined that any or all of the following have occurred: (A) any Company Party is not entitled to sales and use tax exemption benefits; (B) the sales and use tax exemption benefits are in excess of the amounts authorized to be taken by any Company Party; (C) the sales and use tax exemption benefits are for property or services not authorized by the Authority as part of the Project; (D) the Company has made a material false statement in its application for financial assistance; and (E) the sales and use tax exemption benefits are taken in cases where a Company Party fails to comply with a material term or condition to use property or services in the manner approved by the Authority in connection with the Project (each a "**Recapture Event**").

As a condition precedent to receiving the financial assistance set forth in Section 2, above, the Company must, upon the Authority's determination that a Recapture Event has occurred, (A) cooperate with the Authority in its efforts to recapture any sales and use tax benefits; and (B) pay over to the Authority, on demand, any amounts required to be recaptured.

Section 5. The Chair and Vice Chair of the Authority and are hereby authorized individually or jointly, on behalf of the Authority, to execute and deliver the Agent Agreement, Lease Agreement (and Memorandum thereof), Leaseback Agreement (and Memorandums thereof), PILOT Agreement, Environmental Agreement, Labor Agreement and related documents (collectively, the "**Authority Documents**") in such form as shall be reasonably approved by the Chair and/or Vice Chair upon execution, with the advice of counsel.

Section 6. The Chair and Vice Chair the Authority and are hereby authorized individually or jointly, on behalf of the Authority, to execute and deliver the Authority Documents and any such other documents and agreements as may be necessary to carry out the intent of these resolutions; and, where appropriate, the Secretary or Assistant Secretary of the Authority is hereby authorized to affix the seal of the Authority to the Authority Documents and to attest the same, all with such changes, variations, omissions and insertions as the Chair and/or Vice Chair of the Authority shall approve, the execution thereof by the Chair and/or Vice Chair of the Authority to constitute conclusive evidence of such approval; provided in all events recourse against the Authority is limited to the Authority's interest in the Project Facility.

Section 7. The officers, employees and agents of the Authority are hereby authorized and directed for and in the name and on behalf of the Authority to do all acts and things required and to execute and deliver all such certificates, instruments and documents, to pay all such fees, charges and expenses and to do all such further acts and things as may be necessary or, in the opinion of the officer, employee or agent acting, desirable and proper to effect the purposes of the foregoing resolutions and to cause compliance by the Authority with all of the terms, covenants and provisions of the documents executed for and on behalf of the Authority.

Section 8. These Resolutions shall take effect immediately.

The question of the adoption of the foregoing Resolution was duly put to a vote which resulted as follows:

<u>Yea</u>	<u>Nay</u>	<u>Absent</u>	<u>Abstain</u>
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Gwendolyn Webber-McLeod, Chair
William Andre, Member
James Giannettino, Jr., Member
Terry Cuddy, Member
Tessa Crawford, Member
Katie MacIntyre, Member
Daniel Lovell, Member
Karen Walter, Member
Stephanie Leone, Member

This Resolution was thereupon duly adopted.

STATE OF NEW YORK)
COUNTY OF CAYUGA) SS:

I, the undersigned Assistant Secretary of the Auburn Industrial Development Authority, DOES HEREBY CERTIFY:

That I have compared the annexed extract of minutes of the meeting of the Auburn Industrial Development Authority (the "**Authority**"), including the resolution contained therein, held on October 23, 2024, with the original thereof on file in my office, and that the same is a true and correct copy of the proceedings of the Authority and of such resolution set forth therein and of the whole of said original insofar as the same related to the subject matters therein referred to.

I FURTHER CERTIFY, that all members of said Authority had due notice of said meeting, that the meeting was in all respects duly held and that, pursuant to Article 7 of the Public Officers Law (Open Meetings Law), said meeting was open to the general public, and that public notice of the time and place of said meeting was duly given in accordance with such Article 7.

I FURTHER CERTIFY, that there was a quorum of the members of the Authority present throughout said meeting.

I FURTHER CERTIFY, that as of the date hereof, the attached resolution is in full force and effect and has not been amended, repealed or modified.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of said Authority this ____ day of October 2024.

(Assistant) Secretary

[SEAL]

AUBURN INDUSTRIAL DEVELOPMENT AGENCY 2025 BUDGET

Draft for Adoption October 23, 2024

	YTD 8/28/24	2024 Budget	2025 Budget
INCOME			
Land	\$0.00	\$10,000.00	\$0.00
Admin. Fees	\$500.00	\$20,000.00	\$75,000.00
Miscellaneous	\$0.00	\$0.00	\$0.00
Interest Income	\$1,583.59	\$6,000.00	\$5,500.00
TOTAL INCOME	\$2,083.59	\$36,000.00	\$80,500.00
EXPENSE			
Dues	\$0.00	\$1,500.00	\$1,175.00
Legal Fees	\$0.00	\$0.00	\$150.00
Office Supplies	\$93.98	\$500.00	\$1,500.00
Professional Svs	\$9,950.00	\$11,000.00	\$12,000.00
Travel & Meetings	\$400.00	\$1,500.00	\$1,000.00
Contract Services	\$22,130.40	\$41,000.00	\$52,000.00
Marketing	\$1,798.71	\$7,500.00	\$7,500.00
TOTAL EXPENSE	\$34,373.09	\$63,000.00	\$75,325.00
NET INCOME	(\$32,289.50)	(\$27,000.00)	\$5,175.00

AUBURN INDUSTRIAL DEVELOPMENT AGENCY 2025 BUDGET

Draft for Adoption October 23, 2024

PARIS Format

	Last Year (Actual) 2023	Current Year (Estimated) 2024	Next Year (Proposed) 2025	Estimated Budget 2026	Estimated Budget 2027	Estimated Budget 2028
REVENUES & FINANCE SOURCES						
Operating Revenues:						
Charges for Service		\$ 25,747	\$ 75,000	\$ 76,500	\$ 78,030	\$ 79,591
Rent & Financing Income						
Other Operating Rev						
Nonoperating Revenues:						
Investment Earnings	\$ 1,887	\$ 3,800	\$ 5,500	\$ 5,610	\$ 5,722	\$ 5,837
State subsidies / grants						
Federal Suidies / grants						
Municipal Subsidies / grants						
Public Authority Subsidies						
Other Nonoperating Revenues						
Proceeds from the Issuance of Debt:						
Total Assets, Rev. & Fin. Sources:	\$ 1,887	\$ 29,547	\$ 80,500	\$ 82,110	\$ 83,752	\$ 85,427
EXPENDITURES						
Operating Expenditures:						
Salaries & Wages						
Other employee benefits						
Professional Services Contracts	\$ 28,702	\$ 50,000	\$ 64,000	\$ 65,280	\$ 66,586	\$ 67,917
Supplies and Materials		\$ 485	\$ 1,500	\$ 1,530	\$ 1,561	\$ 1,592
Other operating expenditures	\$ 13,903	\$ 2,275	\$ 9,825	\$ 10,022	\$ 10,222	\$ 10,426
Nonoperating Expenditures:						
Payment of Principal on Bonds and financing arrangements:						
Interest and other fin. Charges	\$ 32,986					
Subsidies to other pub. auth.						
Capital Asset Outlay						
Grants and Donations						
Other Nonoperating Expend.						
Total Expenditures:	\$ 75,591	\$ 52,760	\$ 75,325	\$ 76,832	\$ 78,368	\$ 79,935
Capital Contributions:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Excess (deficiency) of revenues & capital contrib. over expenditures:	\$ (73,704)	\$ (23,213)	\$ 5,175	\$ 5,279	\$ 5,384	\$ 5,492

Bills & Invoices

As of **October 23, 2024**, the following bills and invoices are unpaid (also attached for review):

Vendor	Invoice #	Date	Amount	Description
MRB Group	63202	9/24/2024	\$5,763.66	Staff services 8/25-9/21/2024
The Citizen	C40BA2D7-0002	10/8/2024	\$69.52	Public Hearing Notice – 21 Allen LLC

PILOT Disbursements:

Project	Total	City	School	County
Prison City	\$37,397.76	\$12,491.72	\$17,407.26	\$7,498.78

Still forthcoming:

- Nucor correction, Mack Studios reimbursement

Requesting approval for the following disbursements:

Payee	Covered Invoices/PILOTs	Total Amount
MRB Group	63202	\$5,763.66
The Citizen	C40BA2D7-0002	\$69.52
City of Auburn	Prison City	\$12,491.72
Auburn Schools	Prison City	\$17,407.26
Cayuga County	Prison City	\$7,498.78

A motion to make the above disbursements was made, seconded, and approved by the AIDA board of directors.

Approved: _____

Tessa Crawford (Board Treasurer)





Swiftwater Strategies
 145 Culver Road, Suite #160
 Rochester, NY 14620

INVOICE

Invoice Number: 63202
 Date: September 24, 2024

Auburn Industrial Development Authority
 2 State Street
 Auburn, NY 13021

Project: 2720.24001.000 Auburn Industrial Development Authority - Interim Management Services

Client Manager: Verrier, Tracy N.

Professional Services from August 25, 2024 to September 21, 2024

05 - Management Services Month 05 08.25.24-09.21.24

Professional Services

		Hours	Rate	Amount
Verrier, Tracy N.	08/27/2024	1.25	195.00	\$243.75
Coordination re: committee meetings. Meeting with prospect 2024-5 and follow ups.				
Grissett, Grace M	08/28/2024	.25	155.00	\$38.75
Added finance committee packet to website.				
Verrier, Tracy N.	08/28/2024	.75	195.00	\$146.25
Set up draft 2025 budget, create and distribute finance committee agenda, prep for budget discussion.				
Verrier, Tracy N.	08/29/2024	1.00	195.00	\$195.00
Local economic development coordination meeting.				
Grissett, Grace M	09/03/2024	1.00	155.00	\$155.00
Updated county PILOT projections spreadsheet.				
Verrier, Tracy N.	09/03/2024	1.25	195.00	\$243.75
Pull and review financial reports, send reports to finance committee. Request bank statements from Chemung, send to Tessa for reconciliation. Run new incentive scenarios for project 2024-2, as well as next steps re: application.				
Verrier, Tracy N.	09/04/2024	1.25	195.00	\$243.75
Finance Committee meeting				
Verrier, Tracy N.	09/05/2024	1.50	195.00	\$292.50
Provide application support to project 2024-2				
Grissett, Grace M	09/06/2024	.75	155.00	\$116.25
Drafted meeting minutes for finance committee.				
Verrier, Tracy N.	09/06/2024	.50	195.00	\$97.50
Provide application support to project 2024-2				

Grissett, Grace M	09/09/2024	.50	155.00	\$77.50
Updated information on website.				
Verrier, Tracy N.	09/09/2024	2.00	195.00	\$390.00
Compile responses from board self-evaluation. Prepare and distribute agenda and packet for Governance Committee meeting. Outreach re: scheduling marketing committee meeting. Call with Chair re: AIDA board meeting agenda.				
Verrier, Tracy N.	09/10/2024	1.00	195.00	\$195.00
Outreach to Bo-Mer re: application documents. Outreach to Steve Baier re: residential properties. Draft agenda for review by Chair.				
Verrier, Tracy N.	09/11/2024	3.00	195.00	\$585.00
Review draft minutes. Prepare and send meeting packet for regular board meeting. Research regarding banking situation.				
Verrier, Tracy N.	09/12/2024	.25	195.00	\$48.75
Correspondence re: upcoming meetings.				
Grissett, Grace M	09/13/2024	.50	155.00	\$77.50
Review PILOT billing. Website troubleshooting.				
Verrier, Tracy N.	09/13/2024	.25	195.00	\$48.75
Start PILOT billing process.				
Grissett, Grace M	09/16/2024	2.00	155.00	\$310.00
Calculated PILOT disbursements and created invoices.				
Verrier, Tracy N.	09/16/2024	2.75	195.00	\$536.25
Update compiled self-evaluation results. Governance Committee (including prep, setup, and follow ups). Economic Development Coordination meeting.				
Grissett, Grace M	09/17/2024	.50	155.00	\$77.50
Updated disbursement tracking spreadsheet.				
Verrier, Tracy N.	09/17/2024	.50	195.00	\$97.50
Review calculations for PILOT invoices. Correspondence re: end of Community Computer PILOT.				
Grissett, Grace M	09/18/2024	2.75	155.00	\$426.25
Bookkeeping and drafting meeting minutes for Governance Committee.				
Verrier, Tracy N.	09/18/2024	2.50	195.00	\$487.50
Review additional PILOT invoicing details. Correspondence with Bo-Mer. Board meeting, including prep, setup and follow ups.				
Verrier, Tracy N.	09/19/2024	1.25	195.00	\$243.75
Follow ups from board meeting.				
Grissett, Grace M	09/20/2024	1.50	155.00	\$232.50
Draft regular board meeting minutes.				
Verrier, Tracy N.	09/20/2024	.75	195.00	\$146.25
Financial coordination, review and finalize PILOT invoices				
Total Professional Services		31.50		\$5,752.50

Reimbursable Expenses

	Amount
Postage	\$11.16
Total General Expense	\$11.16
05 - Management Services Month 05 08.25.24-09.21.24 Total:	\$5,763.66

Invoice Total	\$5,763.66
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Outstanding Invoices

<u>Invoice Number</u>	<u>Invoice Date</u>	<u>Balance</u>
62713	08/30/2024	\$4,392.50
Total		\$4,392.50

Column Software PBC
PO Box 208098
Dallas, TX 75320-8098
help.column.us

Bill to
Auburn Industrial Development Authority

Invoice number C40BA2D7-0002
Notice ID MBqa4dwz17gr4AeWijBT
Publisher The Citizen
Date of issue Oct 8, 2024
Date due Nov 8, 2024
Amount due \$69.52

Description	Qty	Unit price	Amount
10/12/2024: General Legal Notice	1	49.52	49.52
Publish Fee	1	20.00	20.00

=== Notes ===

Notice Name: Bo-Mer Notice of Public Hearing
Order Number: COL-NY-100364

=== How to pay this invoice ===

Column Software PBC accepts online payment via credit or debit card, or ACH bank transfers. Please click here to pay online:
https://www.column.us/invoices/in_1Q7gpkHmcZCnOTsL9sswiMz5/pay

Please note that, once paid, the merchant name on your billing statements will be Column Software PBC.

Select organizations may also pay via check. Checks will result in processing delays and should not be used if your notice requires upfront payment. Please pay the exact amount due, write your invoice number C40BA2D7-0002 on the memo, include a printed copy of your Invoice PDF, make the check payable to Column Software PBC, and mail to the address above.

Net Subtotal	\$69.52
Tax	0.00
Amount due	\$69.52

Pay here: https://www.column.us/invoices/in_1Q7gpkHmcZCnOTsL9sswiMz5/pay

Auburn Industrial Development Authority

Balance Sheet

As of September 30, 2024

	TOTAL		
	AS OF SEP 30, 2024	AS OF SEP 30, 2023 (PY)	CHANGE
ASSETS			
Current Assets			
Bank Accounts			
101 Checking-Generations	31,255.16	45,432.38	-14,177.22
102 Chemung Checking - PILOTS	500.00	0.00	500.00
111 Savings-Generations	27,375.71	169,827.75	-142,452.04
112 Chemung CD	75,000.00	0.00	75,000.00
130 Petty Cash	165.00	165.00	0.00
Total Bank Accounts	\$134,295.87	\$215,425.13	\$ -81,129.26
Accounts Receivable			
166 Accounts Receivables - PILOTS	1,070,472.90	0.00	1,070,472.90
Total Accounts Receivable	\$1,070,472.90	\$0.00	\$1,070,472.90
Total Current Assets	\$1,204,768.77	\$215,425.13	\$989,343.64
Fixed Assets			
168 Land	305,064.96	305,064.96	0.00
170 Furniture & Equipment	20,032.33	20,032.33	0.00
171 Website	16,500.00	16,500.00	0.00
172 A/D Furniture & Equipment	-31,782.55	-28,614.55	-3,168.00
Total Fixed Assets	\$309,814.74	\$312,982.74	\$ -3,168.00
Other Assets			
195 Closing Costs	4,646.81	4,646.81	0.00
Total Other Assets	\$4,646.81	\$4,646.81	\$0.00
TOTAL ASSETS	\$1,519,230.32	\$533,054.68	\$986,175.64
LIABILITIES AND EQUITY			
Liabilities			
Current Liabilities			
Accounts Payable			
200 Accounts Payable	11,651.63	7,000.00	4,651.63
Total Accounts Payable	\$11,651.63	\$7,000.00	\$4,651.63
Other Current Liabilities			
224 Loan Payable - City C	0.00	23,100.00	-23,100.00
228 Accrued Interest Payable	0.00	10,530.00	-10,530.00
240 Due To Government	1,078,566.55	19.76	1,078,546.79
Total Other Current Liabilities	\$1,078,566.55	\$33,649.76	\$1,044,916.79
Total Current Liabilities	\$1,090,218.18	\$40,649.76	\$1,049,568.42
Total Liabilities	\$1,090,218.18	\$40,649.76	\$1,049,568.42

Auburn Industrial Development Authority

Balance Sheet

As of September 30, 2024

	TOTAL		
	AS OF SEP 30, 2024	AS OF SEP 30, 2023 (PY)	CHANGE
Equity			
390 Retained Earnings	220,827.08	257,813.00	-36,985.92
395 Unrestricted Net Assests	254,867.66	266,061.45	-11,193.79
Net Income	-46,682.60	-31,469.53	-15,213.07
Total Equity	\$429,012.14	\$492,404.92	\$ -63,392.78
TOTAL LIABILITIES AND EQUITY	\$1,519,230.32	\$533,054.68	\$986,175.64

Auburn Industrial Development Authority

Profit Loss Prev Year Comparison

January - September, 2024

	TOTAL			
	JAN - SEP, 2024	JAN - SEP, 2023 (PY)	CHANGE	% CHANGE
Income				
410 Income - Admin Fees	1,000.00	1,311.55	-311.55	-23.75 %
420 Miscellaneous Income	0.00	0.00	0.00	
Total Income	\$1,000.00	\$1,311.55	\$ -311.55	-23.75 %
GROSS PROFIT	\$1,000.00	\$1,311.55	\$ -311.55	-23.75 %
Expenses				
510 Fines & Penalties	5,887.97	0.00	5,887.97	
630 Dues	0.00	1,160.50	-1,160.50	-100.00 %
66900 Reconciliation Discrepancies	0.00	-0.87	0.87	100.00 %
670 Office Supplies	191.18	0.00	191.18	
680 Professional Services	9,950.00	8,700.00	1,250.00	14.37 %
700 Miscellaneous Expense	-1,285.05	0.00	-1,285.05	
715 Travel & Meetings	400.00	0.00	400.00	
720 Contract Services	32,286.56	15,002.40	17,284.16	115.21 %
725 Bank Service Charge	60.00	0.00	60.00	
745 Marketing and Promotion	1,798.71	9,035.05	-7,236.34	-80.09 %
Total Expenses	\$49,289.37	\$33,897.08	\$15,392.29	45.41 %
NET OPERATING INCOME	\$ -48,289.37	\$ -32,585.53	\$ -15,703.84	-48.19 %
Other Income				
820 Interest Income	1,606.77	1,116.00	490.77	43.98 %
Total Other Income	\$1,606.77	\$1,116.00	\$490.77	43.98 %
NET OTHER INCOME	\$1,606.77	\$1,116.00	\$490.77	43.98 %
NET INCOME	\$ -46,682.60	\$ -31,469.53	\$ -15,213.07	-48.34 %

AIDA 2024 PILOTS

Project	PILOT Year/ PILOT Length	Total Amount	Pymt Received	Pymt Disbursed	Disbursement to	Disbursement Amount
Auburn Community Hotel	Year 13 out of 25	\$28,633.67			City of Auburn Auburn School Cayuga County	
Carolina Eastern Vail	Year 9 out of 10	\$32,917.08			City of Auburn Auburn School Cayuga County	
Central Building LLC	Year 25 out of 30	\$60,000.00			City of Auburn Auburn School Cayuga County	
Gen West - Carrier	Year 12 out of 25	\$85,776.66			City of Auburn Auburn School Cayuga County	
JBJ Real Property	Year 12 out of 15	\$131,155.00			City of Auburn Auburn School Cayuga County	
Logan Street Lofts	Year 20 out of 25	\$29,242.27			City of Auburn Auburn School Cayuga County	
Mack Studios	Year 10 out of 15	\$34,504.03			City of Auburn Auburn School Cayuga County	
Nucor Steel	Year 4 of 10	\$229,715.24			City of Auburn Auburn School Cayuga County	
Prison City	Year 5 of 10	\$37,397.76	10/11/2024		City Of Auburn Auburn School Cayuga County	\$12,491.72 \$17,407.26 \$7,498.78
RJC	Year 1 of 10	\$2,685.05			City of Auburn Auburn School Cayuga County	
Seminary Commons LLC	Year 13 out of 15	\$14,737.06			City of Auburn Auburn School Cayuga County	
Tessy Plastics	Year 4 out of 10	\$321,647.03			City of Auburn Auburn School Cayuga County	
WST33 LLC	Year 11 out of 15	\$46,126.23			City of Auburn Auburn School Cayuga County	
Total		\$1,054,537.09				\$37,397.76