

Jefferson County Industrial Development Agency
800 Starbuck Avenue, Suite 800, Watertown, New York 13601
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www.jcida.com

Notice of Board Meeting - via Zoom Video Call

Date: June 25, 2020

To: W. Edward Walldroff
Robert Aliasso
John Jennings
Paul Warneck
William Johnson
Lisa L'Huillier

From: Chairman David Converse

Re: Notice of Board of Directors' Meeting via Zoom Video Call

Due to the COVID-19 pandemic, the Jefferson County Industrial Development Agency will hold their Board Meeting via zoom video call on **Thursday, July 9, 2020 at 9:00 a.m.**

The draft minutes and video will be posted on the website at www.jcida.com following the meeting.

pss

c: Donald Alexander
David Zembiec
Lyle Eaton
Jay Matteson
Marshall Weir
Joseph Russell, Esq.
Kent Burto
Christine Powers
Greg Gardner
Media

ZOOM BOARD MEETING AGENDA
Thursday, July 9, 2020 - 9:00 a.m.

- I. Call to Order**
- II. Minutes – June 4, 2020**
- III. Treasurer’s Report – June 30, 2020**
- IV. Committee Reports**
 - a. Finance Committee**
 - i. Consider 2020-2021 Proposed Budget**
- V. Unfinished Business**
 - 1. 146 Arsenal Street Building**
- VI. New Business**
 - 1. Consider Resolution Number 07.09.2020.01 for RBM Manufacturing Corp.**
 - 2. Consider 2020-2021 Convergys Property Maintenance Agreement with WICLDC**
 - 3. Lundy Project discussion (Lot 2B and Lot 10) at Corporate Park**
- VII. Counsel**
- VIII. Adjournment**

**Jefferson County Industrial Development Agency
Zoom Video Call – Board Meeting Minutes
June 4, 2020**

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Due to the COVID-19 pandemic, the Jefferson County Industrial Development Agency held their board meeting via zoom video call. The meeting was recorded for posting to the website.

I. Call to Order: Chairman Converse called the meeting to order at 9:35 a.m.

II. Roll call for attendance

Board Members – David Converse, Chair, Paul Warneck, Robert E. Aliasso, Jr., W. Edward Walldroff, Lisa L’Huillier, William Johnson

Excused – John Jennings

Counsel – Joseph Russell, Esq.

Staff – Donald Alexander, David Zembiec, Lyle Eaton, Peggy Sampson, Marshall Weir, Jay Matteson

Others – Christine Powers, Ed Valentine, Daniel Samann, Robert Ferris

Media – Craig Fox from the Watertown Daily Times

III. Public Comment –

- 1. Ed Valentine’s (Opal Development) comment from the JCLDC board meeting minutes of 6/4/2020** – Mr. Valentine said that he sent an email to IDA board members and Mr. Alexander last evening of history detailing the park covenants. He said that he has had regular communications with Mr. Alexander for the last year about having better communication for any projects in the park and providing as much information as possible in advance and said now the same thing happened again with two new projects. He said that what he hears is that everyone was shocked by these projects and he just found out about them last Friday. It is his understanding that the Town of Watertown Supervisor was not aware, nor the IDA; which he said sounds unbelievable, so he said he did some online research trying to figure out what was going on. He said the Town of Watertown website indicates that they are closed until further notice and noted that agendas are not updated and there is no mention of meetings. He said a meeting was held on May 4th, but nothing was posted. He said the County Planning Board website shows nothing and has no agenda listed since January 2020. He said that he received a bootlegged site plan that he was working from and said that it didn’t make sense because the parking was located in front of the building, which doesn’t meet town code because it’s supposed to be on the side or the rear. He said he eventually saw the County comments for the two projects, and he agreed about their parking comments. He said he discussed his issues during a public hearing held on Monday. He said he sent an email around asking for an IDA representative at the meeting, but noted there wasn’t one. He said he has no problem with the proposed businesses from what he knows of them because he has not seen the application. He said there is a minor issue with a sub-division of 2A and 2B for a parking issue that has been going on for a few

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years. He said that Penske doesn't have enough room for parking and some of their trucks park in front of the building all the way out to the road line. He said that he sent a friendly email to Pam Desormo about tweaking the sub-division line for Penske trucks to continue parking on the side. Otherwise, if the lot is going to sub-divided, they are going to be forced to park out of compliance in front of the building and they are going to be over 50% coverage, and not be compliant with the town code. He said they completely dismissed his concerns and said it's an enforcement issue. He said the other issue is with Lot 10, but not with the warehouse. He said it violates town code and park covenants because parking should be in the rear or side. He said when they closed the public hearing and opened up the site plan review, they didn't even acknowledge his concerns nor the County's comments. He said they didn't even address the parking. He said Monday's public hearing by the Town Planning Board demonstrated why the park covenants are needed. He said the current board failed to address his concerns and the County's comments and disregarded their own town codes. He said that he still hasn't seen final plans and they haven't been shared with the public and according to the covenants there is a 90-day review period. He asked the IDA to talk with the park tenants and the town about their codes.

2. **Jefferson County Legislator Robert Ferris** – Mr. Ferris said that he has had numerous conversations with Mr. Alexander in regards to the Industrial Park in the Town of Watertown and would like to see if we could work out the covenants or remove the covenants in the park now that we have the Town Planning Board and let them do their job and help the IDA with it – solidify some of the covenants or get rid of another layer of restrictions. He said he wasn't sure he said that correctly and asked Mr. Alexander to reiterate it in a more politically correct way.

Mr. Alexander said that when those covenants were originally placed on the park years ago there were no planning boards or zoning kinds of considerations that there are today. He thinks what Bob is suggesting is that the Board has begun to rely on the planning boards and the zoning and the County Planning to take on the role of ensuring that anyone in the parks comply with their community zoning and regulations. He said that Mr. Ferris indicated to him before that he believes the covenants are superfluous at this point and simply add another level of containment for our ability to expand.

Mr. Ferris said he didn't use the word superfluous, but said that when the original covenants were in there, they were in there to protect the people in the park and he agrees that there has to be a level of protection. He said there are properties in the park that are not in compliance with those original covenants. He said why not remove the ones that need to be removed and figure out where we are going to go with the Industrial Park and how we want to state it. He said things have changed since the original covenants in 1971 and the new one in 2000. He said he's sure building materials/construction has changed. He thinks some of the covenants and some of the restrictions has limited some of the projects that could have come into the park. He said there are also some protections that need to be stated better. He would like to see the board remove or reinvent what's going to go on in the park. He thinks it's in the best interest of the park and the Town and the businesses in the Park.

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3. **Ed Valentine (Opal Development)** – Mr. Valentine said that he just wanted to point out that the covenants for the new addition to the park were adopted in 2001 he believes, long after planning boards had existed. He said this isn't a case of outdated covenants; he said they are needed and noted that projects that are controversial do not involve the old park.
 4. **Board Member Robert Aliasso** – Mr. Aliasso said he sat through a meeting about a year ago with several of the park owners and there was a plan to go through for the types of uses allowed and the covenants. He said if the park owners can control their own destiny, they are essentially the board of the rules for the businesses that fit in the park. He thinks the super majority of all the park owners should guide us, not the IDA and not the planning board. He said he takes opposition to the word superfluous; superfluous is only to the new developers – the existing developers follow the rules – the new developers should follow the rules. "Everyone has a set of rules, follow them". He said that he is beyond disappointed with these new plans that came in with very informed and involved people to basically not follow the rules. He said there were numerous discussions with the same developer, and they put crap in front of us again. Rules are meant for all to follow and for all to be protected.
- IV. **Minutes:** Minutes of the zoom video call held on May 7, 2020 were presented. A motion to approve the minutes as presented was made by Mr. Aliasso, seconded by Mr. Warneck. All in favor. Carried.
- V. **Treasurer's Reports:** Mr. Aliasso reviewed the financials for the period ending May 31, 2020. After discussion, a motion was made by Mr. Aliasso to accept the financial report as presented, seconded by Mr. Johnson. All in favor. Carried.
- VI. **Committee Reports:** None.
- VII. **Unfinished Business:**
1. **146 Arsenal Street Building** – Mr. Alexander provided an update during the JCLDC board meeting earlier this morning. He said that we are keeping a very close eye on the building and it remains in good condition. He said that he bought Jerry a lawn mower to mow the lawn in front of the building. Mr. Aliasso thanked staff for listening to the Board and reacting to reduce expenses.
- Corporate Park (Covenants)** – Mr. Warneck said that he participated in the Town's Planning Board meeting that Mr. Valentine referenced. He said that he learned about the plans when he was talking with Ms. L'Huillier about a couple of other projects and she mentioned that the County Planning Board for which she sits on had reviewed those plans, so he took it upon himself to call Mr. Valentine to ask him if he knew they were going on which he believes started his investigation into the project. He's been aware of the project for about a week. When the plans were emailed, he saw the very issues that created hard feelings with the tenants on First Student were still unaddressed on the Lot 10 development as it relates to setbacks and parking and wondered how that happened a second time after it was so contentious a year ago. He said to Mr. Ferris's suggestion of removing the covenants he said that a year and a half ago he suggested getting the park owners together and discuss the

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possibility of amending it but that got reported that he wanted to do away with the covenants but that wasn't the case. He said that he agrees wholly with Mr. Aliasso that the covenant issue belongs to those people who have purchased property and accepted those covenants over the years. He said if they were to come to us in unison wanting changes to the covenants, he believes we would support them, but he doesn't believe that's the case. It was noted that there are two sets of covenants one for the original park and one for the new park. The issues are in the new park.

Mr. Warneck said the issue is that Mr. Lundy leased a portion of his land for parking and they instituted the use, and the Town Planning Board never had a chance to review it to see if there would be impacts. He thinks that is one of Mr. Valentine's concerns is that if they divide this lot into two and the parking lease isn't terminated or reviewed, then the lot isn't going to meet the use or meet the size requirement under the deed covenants. He thought it was odd there was no concern about screening and thought the Town could have done a better job. He understands the concerns by Mr. Valentine as it relates to some of the review by the Town Planning Board. He said the other issue is that when the board sent Mr. Aliasso and Mr. Alexander out to meet with the park owners he wondered if it included the Town Supervisors because he thought the goal was to get the Town to do an overlay zoning district where the deed covenants and the zoning would match up. He thinks there are a lot of issues that still need to be worked on to protect the park owners.

Attorney Russell wanted to clarify a couple of things from a legal prospective. He said there are two sets of covenants, those that apply to the original park have a provision within the covenants that permit the IDA to modify or remove them tied to whether Fisher Gauge is in the Park. The covenants for the newer section of the park, the way those are written they have a 30 year duration from when they were filed in 2001 during that 30 year duration the only way they can be modified or removed would be by unanimous consent of all the property owners in the new section. At the end of the 30 years they can be extended for another 10 years unless 75% of the property owners determined that they will be amended or removed. The IDA does not have the unilateral authority to take legal action to remove those covenants.

Mr. Walldroff asked if the issues can be fixed with a design change. Mr. Warneck said that it is his understanding that the Planning Board approval for the Lot 10 project had in it that Mr. Lundy could build it as designed unless the IDA had a desire to push it back to 75 feet, which is his recollection of their meeting. He said that we don't have the ability to do anything but to insist upon it being 75 feet back, as it is for any other park owner. Mr. Aliasso said the fact that there are covenants, the board doesn't need to do anything because the rules are already written. Mr. Warneck agrees with what Mr. Aliasso just said – they have to move it back to 75 feet and move the parking behind the front line of the building. Mr. Walldroff wanted to know if this conversation is taking place with Mr. Lundy so he can accommodate the design change. Mr. Alexander said that he had a conversation with Mr. Lundy along with a board member and he is willing to modify to accommodate the concerns being expressed for the setback and buffer. Ms. L'Huillier added that she agrees with Mr. Aliasso and Mr. Warneck. She said the comments that the County had specifically addressed the parking and that the parking had to be on the side or in the rear so they voted for that project assuming those comments going towards the Town, that the Town would have accepted that. So, it's her

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understanding that they did not accept that and she has concerns with that because her understanding is that when the County is sending out their comments and requests to make these changes – they assume that the various Towns will do that and it sounds like it did not happen in this case.

Mr. Warneck went back to Mr. Valentine's comment on the sub-division. He said Mr. Valentine has filed a complaint with the zoning enforcement office to look at the parking issue. He said he thinks we are going to have to get some clarification on the leased land for parking that goes into the new sub-divided Lot 2B to ensure that if he's going to lease additional land to Penske for parking that it's in compliance with anything we have the right to review. Other than that, that building met the use requirement and setback requirement, screening requirement and everything from what he saw on the plans. He said it is Lot 10 that is more problematic. He said in all fairness that Mr. Alexander and Mr. Zembiec tried to join the Town zoom meeting, but the link listed was incorrect on the Town's website.

Ms. L'Huillier left the meeting at 10:02 a.m.

Mr. Walldroff said hopefully this thing can resolve itself. Mr. Alexander said we are doing our best to get this resolved. He said it is going to take some discussion and time to get resolved. He said he hopes the board will allow staff to continue to proceed to try to resolve it. Mr. Warneck said he agrees that we have to make it work. He asked that if the IDA gets an application from Mr. Lundy for review if it can be sent out within a certain timeframe in advance of a meeting and the submitted plans can be sent out to Mr. Valentine and others that may be interested so there is plenty of time for those that have concerns to review and make comments in advance.

Mr. Converse said that one of the issues that Mr. Lundy has is that he feels that he is held to other standards from others in the park. He said for example the parking; there are several businesses with out-front parking – so are the park owners going to force those businesses to move the parking to the side or rear? Mr. Converse asked how we become enforcement agencies. Mr. Warneck said he has a different take – we are the ones that wrote the covenants and enticed businesses to the park, if we are not the enforcement agency then at least we should be assisting those that believe the covenants are not being adhered to. Mr. Walldroff said this should be an agenda item for the future.

VIII. New Business:

- 1. YMCA Funding** – Mr. Zembiec said he sent an email to board members about an opportunity to pursue some funding for the YMCA project at the 146 Arsenal Street building. He said the IDA has to be the applicant and will partner with the YMCA. The YMCA will be looking to apply for up to \$12M. He said the initial proposals are due by 6/26. During 6/29 – 9/15 selected finalist will be asked to prepare final, formal proposals. Grants will be awarded September 15th. He said this would help move the project along a lot quicker and can benefit us. He said he will be looking to Attorney Russell for some advice because we will need to maintain ownership until the completion of the project, so any agreement will need to be in place to protect the IDA so we don't bear any additional costs in pursuing these funds on behalf of the YMCA. Attorney Russell said we don't have a purchase contract from them yet

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and depending on this grant program it's going to determine how that agreement is going to be structured. He said we will have to tweak the agreement that we have already tentatively agreed upon since we will have to maintain ownership. Mr. Warneck wondered if there will be a problem with their own funding/grant funding if the IDA has to own the building until the construction is completed. Mr. Zembiec said we can work through that, and maybe an agreement for them to own it at completion would suffice.

After discussion, a motion was made by Mr. Warneck to authorize approval for the IDA to submit a grant application to the Department of Defense's Office of Economic Adjustment on behalf of the YMCA for 146 Arsenal Street for an amount up to \$12M, seconded by Mr. Aliasso. All in favor. Mr. Walldroff said he would like to see the IDA made whole on the IDA out-of-pocket expenses for maintaining ownership of the building when the purchase contract is redone to accommodate this. Attorney Russell said this would be to their advantage and the request should be on the table. He believes that they should be responsible for our out-of-pocket expenses and closing costs and thinks the discussion with them should start now. Roll call vote was taken. Mr. Converse – Yea, Mr. Jennings – Absent, Mr. Aliasso – Yea, Mr. Walldroff – Yea, Mr. Warneck – Yea, Mr. Johnson – Yea, and Ms. L'Huillier – Absent. Carried.

2. **Clayton Harbor Hotel PILOT** – Mr. Alexander said that an email request from David Hart was received requesting a 90-day deferral of the PILOT payment with no penalty or interest that is owed to the Village of Clayton. The email indicated that his portfolio has been harmed immeasurably by the pandemic suffering a 95% loss of revenue year over year since mid-March. Mr. Alexander said he had Attorney Russell look into it. Attorney Russell said that he thinks that the IDA Board has the authority to defer it but subject to the consent of the taxing jurisdiction. Mr. Alexander said he was considering telling Mr. Hart to not pay the tax but pay the penalty which would be 5% for the first 30 days (approximately \$1,500) thereafter 1% (approximately \$310) or offer him a bridge loan to make the PILOT payment. Mr. Converse said that he likes the idea of the bridge loan because it gets them back in business and gets the money to the municipality which will need it. Mr. Walldroff agreed saying that you have to keep the taxing jurisdiction whole. Mr. Warneck asked why we wouldn't ask the taxing jurisdiction if they would consider the 90-day deferral. Mr. Warneck said he would be inclined to make a motion to authorize the 90-day moratorium with consent from the taxing jurisdiction and absent from that the bridge loan. Attorney Russell said they will still get the payment within the same fiscal year. Mr. Alexander said he hasn't relayed his options to Mr. Hart as of yet. Attorney Russell said that he would encourage him to default. Mr. Alexander said he will call Norma Zimmer (Mayor) to discuss the situation and discuss options.

After discussion, a motion was made by Mr. Warneck to authorize a 90-day moratorium on payment of the Village tax PILOT with consent of the taxing entity and in the absence of that authorize a bridge loan, seconded by Mr. Johnson. All in favor. Roll call vote was taken. Mr. Converse – Yea, Mr. Jennings – Absent, Mr. Aliasso – Yea, Mr. Walldroff – Yea, Mr. Warneck – Yea, Mr. Johnson – Yea, and Ms. L'Huillier – Absent. Carried.

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IX. Counsel

- 1. Environmental Resolution Number 06.04.2020.01 for OYA Robinson Road LLC** – After review and discussion a motion was made by Mr. Warneck to approve the resolution as presented, seconded by Mr. Johnson. Roll call vote was taken. Mr. Converse – Yea, Mr. Jennings – Absent, Mr. Aliasso – Yea, Mr. Walldroff – Yea, Mr. Warneck – Yea, Mr. Johnson – Yea, and Ms. L’Huillier – Absent. Carried.
- 2. Preliminary Inducement Resolution Number 06.04.2020.02 for OYA Robinson Road LLC** – Mr. Warneck asked if the public hearing will be scheduled. Attorney Russell said the resolution authorizes Mr. Alexander to schedule it. Mr. Warneck asked how the public hearing will be conducted. Attorney Russell said that it will be held in a zoom meeting which will be published in the legal notice. After review and discussion, a motion was made by Mr. Johnson to approve the resolution as presented, seconded by Mr. Aliasso. Roll call vote was taken. Mr. Converse – Yea, Mr. Jennings – Absent, Mr. Aliasso – Yea, Mr. Walldroff – Yea, Mr. Warneck – Yea, Mr. Johnson – Yea, and Ms. L’Huillier – Absent. Carried.
- 3. Preliminary Agreement for OYA Robinson Road LLC** – After review and discussion a motion was made by Mr. Aliasso to approve the agreement as presented, seconded by Mr. Johnson. Roll call vote was taken. Mr. Converse – Yea, Mr. Jennings – Absent, Mr. Aliasso – Yea, Mr. Walldroff – Yea, Mr. Warneck – Yea, Mr. Johnson – Yea, and Ms. L’Huillier – Absent. Carried.
- 4. Environmental Resolution Number 06.04.2020.03 for OYA Wayside Drive LLC** – Mr. Aliasso said that there were two parcels listed in the site plan permit. Attorney Russell said he used the parcel that was listed in the application. Mr. Warneck said that one of the parcels was an easement. After review and discussion, a motion was made by Mr. Warneck to approve the resolution as presented, seconded by Mr. Johnson. Roll call vote was taken. Mr. Converse – Yea, Mr. Jennings – Absent, Mr. Aliasso – Yea, Mr. Walldroff – Yea, Mr. Warneck – Yea, Mr. Johnson – Yea, and Ms. L’Huillier – Absent. Carried.
- 5. Preliminary Inducement Resolution Number 06.04.2020.04 for OYA Wayside Drive LLC** – After review and discussion a motion was made by Mr. Aliasso to approve the resolution as presented, seconded by Mr. Johnson. Roll call vote was taken. Mr. Converse – Yea, Mr. Jennings – Absent, Mr. Aliasso – Yea, Mr. Walldroff – Yea, Mr. Warneck – Yea, Mr. Johnson – Yea, and Ms. L’Huillier – Absent. Carried.
- 6. Preliminary Agreement for OYA Wayside Drive LLC** – After review and discussion a motion was made by Mr. Johnson to approve the agreement as presented, seconded by Mr. Walldroff. Roll call vote was taken. Mr. Converse – Yea, Mr. Jennings – Absent, Mr. Aliasso – Yea, Mr. Walldroff – Yea, Mr. Warneck – Yea, Mr. Johnson – Yea, and Ms. L’Huillier – Absent. Carried.

**Jefferson County Industrial Development Agency
Zoom Video Call - Board Meeting Minutes
June 4, 2020**

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Corporate Park (Covenants) – Mr. Ferris said that he spent a portion of the meeting on the phone with the Town of Watertown Planning Board and Supervisor who have indicated their willingness to work with the IDA to centralize the process and put everything in line.

Mr. Converse sent condolences to former board member Rich Duvall for his wife's recent passing. Mr. Alexander said that a donation has been made in her honor to the Northern New York Community Foundation.

- X. Adjournment:** With no further business before the board, a motion was made by Mr. Warneck to adjourn the zoom video call, seconded by Mr. Johnson. All in favor. The video call adjourned at 10:41 a.m.

ENVIRONMENTAL RESOLUTION

A meeting of Jefferson County Industrial Development Agency (the "Agency") was convened in public session at the offices of the Agency located at 800 Starbuck Avenue in the City of Watertown, Jefferson County, New York on June 4, 2020, at 9:00 o'clock a.m., local time.

The meeting was called to order by the Chairman and, upon roll being called, the following members of the Agency were:

PRESENT: David Converse, Paul Warneck, Robert E. Aliasso, Jr., W. Edward Walldroff, William Johnson

ABSENT: John Jennings, Lisa L'Huillier

FOLLOWING PERSONS WERE ALSO PRESENT: Donald Alexander, David Zembiec, Lyle Eaton, Peggy Sampson, Jay Matteson, Marshall Weir, Christine Powers, Ed Valentine, Daniel Samann, Robert Farris and Craig Fox from the Watertown Daily Times

The following resolution was offered by Mr. Warneck, seconded by Mr. Johnson, to wit:

Resolution No. 06.04.2020.01

RESOLUTION DETERMINING THAT ACTION TOWARD THE ACQUISITION, CONSTRUCTION, INSTALLATION AND LEASING OF A CERTAIN COMMERCIAL PROJECT FOR OYA ROBINSON ROAD LLC ("OYA") WILL NOT HAVE A SIGNIFICANT EFFECT ON THE ENVIRONMENT.

WHEREAS, Jefferson County Industrial Development Agency (the "Agency") is authorized and empowered by the provisions of Chapter 1030 of the 1969 Laws of New York, constituting Title 1 of Article 18-A of the General Municipal Law, Chapter 24 of the Consolidated Laws of New York, as amended (the "Enabling Act") and Chapter 369 of the 1971 Laws of New York, as amended, constituting Section 892-e of said General Municipal Law (said Chapter and the Enabling Act being hereinafter collectively referred to as the "Act") to promote, develop, encourage and assist in the acquiring, constructing, reconstructing, improving, maintaining, equipping and furnishing of commercial facilities, among others, for the purpose of promoting, attracting and developing economically sound commerce and industry to advance the job opportunities, health, general prosperity and economic welfare of the people of the State of New York, to improve their prosperity and standard of living, and to prevent unemployment and economic deterioration; and

WHEREAS, to accomplish its stated purposes, the Agency is authorized and empowered under the Act to acquire, construct, reconstruct and install one or more “projects” (as defined in the Act) or to cause said projects to be acquired, constructed, reconstructed and installed, and to convey said projects or to lease said projects with the obligation to purchase; and

WHEREAS, OYA has presented an application (the “Application”) to the Agency, a copy of which was presented at this meeting and copies of which are on file at the office of the Agency, requesting that the Agency consider undertaking a project (the “Project”) consisting of the following: (A) (1) the acquisition of an interest in certain parcels of land located in the Town of Orleans, to wit: tax parcels 13.00-2-47.1 and 13.00-2-32.1, Jefferson County, New York (the “Land”), and (2) construction on the Land of a 5 megawatt solar photo-voltaic community distribution generation facility (the “Facility”) to be operated by the Company (the Land and the Facility collectively referred to as the “Project Facility”; (B) the granting of certain “financial assistance” (within the meaning of section 854(14) of the Act) with respect to the foregoing, including exemption from certain real estate taxes (the “Financial Assistance”); and (C) the lease with an obligation to purchase or sale of the Project Facility to the Company or such other person as may be designated by the Company and agreed upon by the Agency; and

WHEREAS, the Agency is a local agency pursuant to the New York State Environmental Quality Review Act (“SEQRA”), ECL Section 8-0101, *et seq.*, and implementing regulations, 6 NYCRR Part 617 (the “Regulations”); and

WHEREAS, undertaking the Project is an Action as defined by SEQRA; and

WHEREAS, the Town of Orleans conducted a coordinated review of the Project, and although the Agency was not included as an involved agency in the review conducted by the Town of Orleans, a complete copy of the Full Environmental Assessment Form reviewed by the Town and of the environmental review proceedings conducted by the Town of Orleans (the “EAF”) has been filed with the Agency and has been provided to the members of the Agency; and

WHEREAS, the Agency has considered the Project and the EAF, together with the Agency’s knowledge of the area surrounding the Project, and such further information as is available to the Agency; and

WHEREAS, the Agency has reviewed the classifications of actions contained in the Regulations; and

WHEREAS, the Agency has determined that the Action is a Type I Action, as that term is defined in the Regulations, and that although the Agency was not included as an involved agency in the coordinated review conducted by the Town of Orleans, the Agency has reviewed the proceedings conducted by the Town of Orleans and the EAF and concurs

with the findings of the Town of Orleans that the Project will not result in a significant environmental impact.

NOW, THEREFORE, BE IT RESOLVED BY THE MEMBERS OF THE JEFFERSON COUNTY INDUSTRIAL DEVELOPMENT AGENCY AS FOLLOWS:

Section 1. The Project is a Type I Action pursuant to SEQRA.

Section 2. The Agency has reviewed the environmental review conducted by the Town of Orleans and concurs with the findings of the Town of Orleans.

Section 3. The Project will not result in a significant adverse environmental impact.

Section 4. Preparation of an Environmental Impact Statement is not required.

Section 5. The basis for this determination is set forth in Part 2 of the Environmental Assessment Form, attached as Attachment A hereto and incorporated by reference herein.

Section 6. A Negative Declaration of significant adverse environmental impact shall be prepared, filed, distributed and published in accord with 6 NYCRR shall be filed at the Agency as required by 6 NYCRR Section 617.12(b)(2).

Section 7. This resolution shall take effect immediately.

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

David J. Converse	VOTING	<u>YEA</u>
John Jennings	VOTING	<u>ABSENT</u>
Robert E. Aliasso, Jr.	VOTING	<u>YEA</u>
W. Edward Walldroff	VOTING	<u>YEA</u>
Paul Warneck	VOTING	<u>YEA</u>
William Johnson	VOTING	<u>YEA</u>
Lisa L'Huillier	VOTING	<u>ABSENT</u>

The foregoing Resolution was thereupon declared duly adopted.

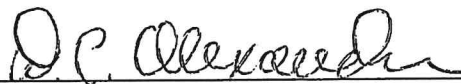
STATE OF NEW YORK)
COUNTY OF JEFFERSON) ss.:

I, the undersigned Chief Executive Officer of the Jefferson County Industrial Development Agency (the "Agency"), DO HEREBY CERTIFY, that I have compared the foregoing extract of the minutes of the meeting of the members of the Agency, including the Resolution contained therein, held on June 4, 2020, with the original thereof on file in my office, and that the same is a true and correct copy of such proceedings of the Agency and of such Resolution set forth therein and of the whole of said original so far as the same related to the subject matters therein referred to.

I FURTHER CERTIFY that (A) all members of the Agency had due notice of said meeting; (B) said meeting was in all respect duly held; (C) pursuant to Article 7 of the Public Officers Law (the "Open Meetings Law"), said meeting was open to the general public and due notice of the time and place of said meeting was given in accordance with such Open Meetings Law; and (D) there was a quorum of the members of the Agency present through 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 rescinded.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the Agency this 12th day of June, 2020.



Donald C. Alexander
Chief Executive Officer

PRELIMINARY INDUCEMENT RESOLUTION

A meeting of Jefferson County Industrial Development Agency (the "Agency") was convened in public session at the offices of the Agency located at 800 Starbuck Avenue in the City of Watertown, Jefferson County, New York on June 4, 2020 at 9:00 o'clock a.m., local time.

The meeting was called to order by the Chairman and, upon roll being called, the following members of the Agency were:

PRESENT: David Converse, Paul Warneck, Robert E. Aliasso, Jr., W. Edward Walldroff, William Johnson

ABSENT: John Jennings, Lisa L'Huillier

FOLLOWING PERSONS WERE ALSO PRESENT: Donald Alexander, David Zembiec, Lyle Eaton, Peggy Sampson, Jay Matteson, Marshall Weir, Christine Powers, Ed Valentine, Daniel Samann, Robert Farris and Craig Fox from the Watertown Daily Times

The following resolution was offered by Mr. Johnson, seconded by Mr. Aliasso, to wit:

Resolution No. 06.04.2020.02

RESOLUTION TAKING PRELIMINARY OFFICIAL ACTION TOWARD THE ACQUISITION, CONSTRUCTION, INSTALLATION, AND LEASING OF A CERTAIN COMMERCIAL PROJECT FOR OYA ROBINSON ROAD LLC (THE "COMPANY") AND AUTHORIZING THE EXECUTION AND DELIVERY OF A PRELIMINARY AGREEMENT WITH THE COMPANY WITH RESPECT TO SUCH TRANSACTION.

WHEREAS, Jefferson County Industrial Development Agency (the "Agency") is authorized and empowered by the provisions of Chapter 1030 of the 1969 Laws of New York, constituting Title 1 of Article 18-A of the General Municipal Law, Chapter 24 of the Consolidated Laws of New York, as amended (the "Enabling Act") and Chapter 369 of the 1971 Laws of New York, as amended, constituting Section 892-e of said General Municipal Law (said Chapter and the Enabling Act being hereinafter collectively referred to as the "Act") to promote, develop, encourage and assist in the acquiring, constructing, reconstructing, improving, maintaining, equipping and furnishing of commercial facilities, among others, for the purpose of promoting, attracting and developing economically sound commerce and industry to advance the job opportunities, health, general prosperity and

economic welfare of the people of the State of New York, to improve their prosperity and standard of living, and to prevent unemployment and economic deterioration; and

WHEREAS, to accomplish its stated purposes, the Agency is authorized and empowered under the Act to acquire, construct, reconstruct and install one or more "projects" (as defined in the Act) or to cause said projects to be acquired, constructed, reconstructed and installed, and to convey said projects or to lease said projects with the obligation to purchase; and

WHEREAS, OYA Robinson Road LLC (the "Company") has presented an application (the "Application") to the Agency, a copy of which was presented at this meeting and copies of which are on file at the office of the Agency, requesting that the Agency consider undertaking a project (the "Project") consisting of the following: (A) (1) the acquisition of an interest in certain parcels of land located in the Town of Orleans, to wit: tax parcels 13.00-2-47.1 and 13.00-2-32.1, Jefferson County, New York (the "Land"), and (2) construction on the Land of a 5 megawatt solar photo-voltaic community distribution generation facility (the "Facility") to be operated by the Company (the Land and the Facility collectively referred to as the "Project Facility"; (B) the granting of certain "financial assistance" (within the meaning of section 854(14) of the Act) with respect to the foregoing, including exemption from certain real estate taxes (the "Financial Assistance"); and (C) the lease with an obligation to purchase or sale of the Project Facility to the Company or such other person as may be designated by the Company and agreed upon by the Agency; and

WHEREAS, the Agency has given due consideration to the Application and to representations by the Company that (A) the granting by the Agency of the Financial Assistance with respect to the Project will be an inducement to the Company to undertake the Project in Jefferson County, New York, (B) the completion of the Project Facility will not result in the removal of a plant or facility of the Company or any other proposed occupant of the Project Facility from one area of the State of New York to another area of the State of New York or in the abandonment of a plant or facility of any proposed occupant of the Project Facility (other than the Company) located in the State of New York and (C) the completion of the Project Facility will not result in the abandonment of one or more plants or facilities of the Company located in the State of New York; and

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

WHEREAS, pursuant to Article 8 of the Environmental Conservation Law, Chapter 43-B of the Consolidated Laws of New York, as amended (the "SEQR Act"), and the regulations (the "Regulations") adopted pursuant thereto by the Department of Environmental Conservation of the State of New York (collectively with the SEQR Act, "SEQRA"), by resolution adopted by the members of the Agency on June 4, 2020 (the "SEQR Resolution"), the Agency has determined that the Project will not have a significant effect

on the environment and, therefore, that an environmental impact statement is not required to be prepared with respect to the Project; and

WHEREAS, pursuant to the Act, any approval of the Project contained herein is contingent upon a determination by the members of the Agency to proceed with the Project following satisfaction of the public hearing and notice requirements and other procedural requirements contained in Section 859-a of the Act that relate to the Project; and

WHEREAS, although the resolution authorizing the Project has not yet been drafted for approval by the Agency, a preliminary agreement (the "Preliminary Agreement") relative to the proposed undertaking of the Project by the Agency has been presented for approval by the Agency.

NOW, THEREFORE, BE IT RESOLVED BY THE MEMBERS OF JEFFERSON COUNTY INDUSTRIAL DEVELOPMENT AGENCY AS FOLLOWS:

Section 1. The Agency has reviewed the Application and based upon the representations made by the Company to the Agency in the Application and at this meeting and, based thereon, the Agency hereby makes the following findings and determinations with respect to the Project:

(A) The Project constitutes a "project" within the meaning of the Act; and

(B) The completion of the Project Facility will not result in the removal of a plant or facility of the Company or any other proposed occupant of the Project Facility from one area of the State of New York to another area of the State of New York or in the abandonment of a plant or facility of any proposed occupant of the Project Facility (other than the Company) located in the State of New York, and the completion of the Project Facility will not result in the abandonment of one or more plants or facilities of the Company located in the State of New York; and

(C) The Project Facility will not constitute a project where facilities or property that are primarily used in making retail sales of goods or services to customers who personally visit such facilities constitute more than one-third of the total cost of the Project; and

(D) The granting of the Financial Assistance by the Agency with respect to the Project, through the granting of the various tax exemptions described in Section 2(D) of this Resolution, will promote the job opportunities, health, general prosperity and economic welfare of the inhabitants of Jefferson County, New York and the State of New York and improve their standard of living, and thereby serve the public purposes of the Act; and

(E) Upon compliance with the provisions of the Act, the Agency would then be authorized under the Act to undertake the Project in order to promote the job opportunities, health, general prosperity and economic welfare of the

inhabitants of Jefferson County, New York and the State of New York and improve their standard of living.

Section 2. If, following full compliance with the requirements of the Act, including the public hearing requirements set forth in Section 859-a of the Act, the Agency adopts a future resolution (the "Future Resolution") determining to proceed with the Project and to grant the Financial Assistance with respect thereto and the Company complies with all conditions set forth in the Preliminary Agreement and the Future Resolution, then the Agency will (A) acquire an interest in the Project Facility from the Company pursuant to a deed, lease agreement or other documentation to be negotiated between the Agency and the Company (the "Acquisition Agreement"); (B) renovate the Facility and acquire and install the Equipment in the Facility or elsewhere on the Land; (C) lease with the obligation to purchase or sell the Project Facility to the Company pursuant to a lease agreement or an installment sale agreement (hereinafter the "Project Agreement") between the Agency and the Company whereby the Company will be obligated, among other things, (1) to make payments to the Agency in amounts and at times so that such payments will be adequate to enable the Agency to timely pay all amounts due on the Acquisition Agreement and (2) to pay all costs incurred by the Agency with respect to the Project and/or the Project Facility, including all costs of operation and maintenance, all taxes and other governmental charges, any required payments in lieu of taxes and the reasonable fees and expenses incurred by the Agency with respect to or in connection with the Project and/or the Project Facility, and (D) provide the Financial Assistance with respect to the Project, in accordance with the Agency's uniform tax exemption policy, including exemption from real estate taxes (but not including special assessments and special ad valorem levies) relating to the Project Facility, subject to the obligation of the Company to make payments in lieu of taxes with respect to the Project Facility, all as contemplated by the Preliminary Agreement and the Future Resolution.

Section 3. If the Agency adopts the Future Resolution, the undertaking and completing of the Project by the Agency, and the granting of the Financial Assistance with respect to the Project as contemplated by Section 2 of this Resolution, shall be subject to: (A) the determination by the members of the Agency to proceed with the Project following a determination by the members of the Agency that all requirements of SEQRA that relate to the Project have been fulfilled; (B) execution and delivery by the Company of the Preliminary Agreement, which sets forth certain conditions for the undertaking and completing of the Project by the Agency, and satisfaction by the Company of all the terms and conditions of the Preliminary Agreement applicable to the Company; (C) agreement by the Agency and the Company on mutually acceptable terms for the conveyance of the Land to the Agency; (D) agreement between the Company and the Agency as to payment by the Company of payments in lieu of taxes with respect to the Project Facility, together with the administrative fee of the Agency with respect to the Project; (E) a determination by the members of the Agency to proceed with the granting of the Financial Assistance with respect to the Project following a determination by the members of the Agency that the public hearing and notice requirements and other procedural requirements contained in Section 859-a of the Act have been complied with; (F) the Agency's uniform tax exemption policy or if any portion of the Financial Assistance to be granted by the Agency with respect

to the Project is not consistent with the Agency's uniform tax exemption policy, the Agency must follow the procedures for deviation from such policy set forth in Section 874(b) of the Act prior to granting such portion of the Financial Assistance; and (G) the following additional condition(s): None.

Section 4. The form, terms and substance of the Preliminary Agreement (in substantially the form presented to this meeting and attached hereto) are in all respects approved, and the First Chairman or Vice Chairman, Executive Director or Deputy Executive Director of the Agency is hereby authorized, empowered and directed to execute and deliver said Preliminary Agreement in the name and on behalf of the Agency, said Preliminary Agreement to be substantially in the form presented to this meeting, with such changes therein as shall be approved by the officer executing same on behalf of the Agency, the execution thereof by such officer to constitute conclusive evidence of such officer's approval of any and all changes or revisions therein from the form now before this meeting.

Section 5. From and after the execution and delivery of the Preliminary Agreement, the officers, agents and employees of the Agency are hereby authorized, empowered and directed to proceed with the undertakings provided for therein on the part of the Agency and are further authorized to do all such acts and things and to execute all such documents as may be necessary or convenient to carry out and comply with the terms and provisions of the Preliminary Agreement as executed.

Section 6. Joseph W. Russell, of the law firm of Barclay Damon LLP of Watertown, New York is hereby appointed Counsel to the Agency with respect to all matters in connection with the Project. Counsel for the Agency is hereby authorized, at the expense of the Company, to work with the Company, counsel to the Company and others to prepare for submission to the Agency, all documents necessary to effect the transactions contemplated by this Resolution.

Section 7. The Agency hereby authorizes the Executive Director of the Agency, prior to the granting of any Financial Assistance with respect to the Project, after consultation with Counsel, (A) to establish a time, date and place for a public hearing of the Agency to hear all persons interested in the location and nature of the Project Facility and the proposed Financial Assistance being contemplated by the Agency with respect to the Project, said public hearing to be held in the city, town or village where the Project Facility will be located; (B) to cause notice of such public hearing to be given to the public by publishing a notice of such hearing in a newspaper of general circulation available to residents of the governmental units where the Project Facility is to be located, such notice to comply with the requirements of Section 859-a of the Act and to be published no fewer than ten (10) days prior to the date established for such public hearing; (C) to cause notice of said public hearing to be given to the chief executive officer of the county and each city, town, village and school district in which the Project Facility is or is to be located no fewer than ten (10) days prior to the date established for said public hearing; (D) to conduct such public hearing; and (E) to cause a report of said public hearing fairly summarizing the views presented at said public hearing to be promptly prepared and cause copies of said report to be made available to the members of the Agency.

Section 8. The First Chairman, Vice Chairman and Executive Director of the Agency are hereby authorized and directed to distribute copies of this Resolution to the Company and to do such further things or perform such acts as may be necessary or convenient to implement the provisions of this Resolution.

Section 9. This Resolution shall take effect immediately.

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

<u>David J. Converse</u>	VOTING	<u>YEA</u>
<u>John Jennings</u>	VOTING	<u>ABSENT</u>
<u>Robert E. Aliasso, Jr.</u>	VOTING	<u>YEA</u>
<u>W. Edward Walldroff</u>	VOTING	<u>YEA</u>
<u>Paul Warneck</u>	VOTING	<u>YEA</u>
<u>William Johnson</u>	VOTING	<u>YEA</u>
<u>Lisa L'Huillier</u>	VOTING	<u>ABSENT</u>

The foregoing Resolution was thereupon declared duly adopted.


STATE OF NEW YORK)
COUNTY OF JEFFERSON) ss.:

I, the undersigned Chief Executive Officer of the Jefferson County Industrial Development Agency (the "Agency"), DO HEREBY CERTIFY, that I have compared the foregoing extract of the minutes of the meeting of the members of the Agency, including the Resolution contained therein, held on June 4, 2020 with the original thereof on file in my office, and that the same is a true and correct copy of such proceedings of the Agency and of such Resolution set forth therein and of the whole of said original so far as the same related to the subject matters therein referred to.

I FURTHER CERTIFY that (A) all members of the Agency had due notice of said meeting; (B) said meeting was in all respect duly held; (C) pursuant to Article 7 of the Public Officers Law (the "Open Meetings Law"), said meeting was open to the general public and due notice of the time and place of said meeting was given in accordance with such Open Meetings Law; and (D) there was a quorum of the members of the Agency present through 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 rescinded.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the Agency this 12th day of June 2020.



Donald C. Alexander, Chief Executive Officer

ENVIRONMENTAL RESOLUTION

A meeting of Jefferson County Industrial Development Agency (the "Agency") was convened in public session at the offices of the Agency located at 800 Starbuck Avenue in the City of Watertown, Jefferson County, New York on June 4, 2020, at 9:00 o'clock a.m., local time.

The meeting was called to order by the Chairman and, upon roll being called, the following members of the Agency were:

PRESENT: David Converse, Paul Warneck, Robert E. Aliasso, Jr., W. Edward Walldroff, William Johnson

ABSENT: John Jennings, Lisa L'Huillier

FOLLOWING PERSONS WERE ALSO PRESENT: Donald Alexander, David Zembiec, Lyle Eaton, Peggy Sampson, Jay Matteson, Marshall Weir, Christine Powers, Ed Valentine, Daniel Samann, Robert Farris and Craig Fox from the Watertown Daily Times

The following resolution was offered by Mr. Warneck, seconded by Johnson, to wit:

Resolution No. 06.04.2020.03

RESOLUTION DETERMINING THAT ACTION TOWARD THE ACQUISITION, CONSTRUCTION, INSTALLATION AND LEASING OF A CERTAIN COMMERCIAL PROJECT FOR OYA WAYSIDE DRIVE LLC ("OYA") WILL NOT HAVE A SIGNIFICANT EFFECT ON THE ENVIRONMENT.

WHEREAS, Jefferson County Industrial Development Agency (the "Agency") is authorized and empowered by the provisions of Chapter 1030 of the 1969 Laws of New York, constituting Title 1 of Article 18-A of the General Municipal Law, Chapter 24 of the Consolidated Laws of New York, as amended (the "Enabling Act") and Chapter 369 of the 1971 Laws of New York, as amended, constituting Section 892-e of said General Municipal Law (said Chapter and the Enabling Act being hereinafter collectively referred to as the "Act") to promote, develop, encourage and assist in the acquiring, constructing, reconstructing, improving, maintaining, equipping and furnishing of commercial facilities, among others, for the purpose of promoting, attracting and developing economically sound commerce and industry to advance the job opportunities, health, general prosperity and economic welfare of the people of the State of New York, to improve their prosperity and standard of living, and to prevent unemployment and economic deterioration; and

WHEREAS, to accomplish its stated purposes, the Agency is authorized and empowered under the Act to acquire, construct, reconstruct and install one or more “projects” (as defined in the Act) or to cause said projects to be acquired, constructed, reconstructed and installed, and to convey said projects or to lease said projects with the obligation to purchase; and

WHEREAS, OYA has presented an application (the “Application”) to the Agency, a copy of which was presented at this meeting and copies of which are on file at the office of the Agency, requesting that the Agency consider undertaking a project (the “Project”) consisting of the following: (A) (1) the acquisition of an interest in certain parcels of land located in the Town of Pamela, to wit: tax parcel 74.09-1-6, Jefferson County, New York (the “Land”), and (2) construction on the Land of a 5 megawatt solar photo-voltaic community distribution generation facility (the “Facility”) to be operated by the Company (the Land and the Facility collectively referred to as the “Project Facility”; (B) the granting of certain “financial assistance” (within the meaning of section 854(14) of the Act) with respect to the foregoing, including exemption from certain real estate taxes (the “Financial Assistance”); and (C) the lease with an obligation to purchase or sale of the Project Facility to the Company or such other person as may be designated by the Company and agreed upon by the Agency; and

WHEREAS, the Agency is a local agency pursuant to the New York State Environmental Quality Review Act (“SEQRA”), ECL Section 8-0101, *et seq.*, and implementing regulations, 6 NYCRR Part 617 (the “Regulations”); and

WHEREAS, undertaking the Project is an Action as defined by SEQRA; and

WHEREAS, the Town of Pamela conducted a review of the Project pursuant to the State Environmental Quality Review Act (“SEQR”) and although the Agency was not included as an involved agency in the review conducted by the Town of Pamela, a complete copy of the Full Environmental Assessment Form reviewed by the Town (the “EAF”) has been filed with the Agency and has been provided to the members of the Agency; and

WHEREAS, the Agency has considered the Project and the EAF, together with the Agency’s knowledge of the area surrounding the Project, and such further information as is available to the Agency; and

WHEREAS, the Agency has reviewed the classifications of actions contained in the Regulations; and

WHEREAS, the Agency has determined that the Action is a Type I Action, as that term is defined in the Regulations, and that although the Agency was not included as an involved agency in the coordinated review conducted by the Town of Pamela, the Agency has reviewed the EAF and concurs with the findings of the Town of Pamela that the Project will not result in a significant environmental impact.

NOW, THEREFORE, BE IT RESOLVED BY THE MEMBERS OF THE JEFFERSON COUNTY INDUSTRIAL DEVELOPMENT AGENCY AS FOLLOWS:

Section 1. The Project is a Type I Action pursuant to SEQRA.

Section 2. The Agency has reviewed the environmental review conducted by the Town of Pamela and concurs with the findings of the Town of Pamela.

Section 3. The Project will not result in a significant adverse environmental impact.

Section 4. Preparation of an Environmental Impact Statement is not required.

Section 5. The basis for this determination is set forth in Part 2 of the Environmental Assessment Form, attached as Attachment A hereto and incorporated by reference herein.

Section 6. A Negative Declaration of significant adverse environmental impact shall be prepared, filed, distributed and published in accord with 6 NYCRR shall be filed at the Agency as required by 6 NYCRR Section 617.12(b)(2).

Section 7. This resolution shall take effect immediately.

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

David J. Converse	VOTING	<u>YEA</u>
John Jennings	VOTING	<u>ABSENT</u>
Robert E. Aliasso, Jr.	VOTING	<u>YEA</u>
W. Edward Walldroff	VOTING	<u>YEA</u>
Paul Warneck	VOTING	<u>YEA</u>
William Johnson	VOTING	<u>YEA</u>
Lisa L'Huillier	VOTING	<u>ABSENT</u>

The foregoing Resolution was thereupon declared duly adopted.

STATE OF NEW YORK)
COUNTY OF JEFFERSON) ss.:

I, the undersigned Chief Executive Officer of the Jefferson County Industrial Development Agency (the "Agency"), DO HEREBY CERTIFY, that I have compared the foregoing extract of the minutes of the meeting of the members of the Agency, including the Resolution contained therein, held on June 4, 2020, with the original thereof on file in my office, and that the same is a true and correct copy of such proceedings of the Agency and of such Resolution set forth therein and of the whole of said original so far as the same related to the subject matters therein referred to.

I FURTHER CERTIFY that (A) all members of the Agency had due notice of said meeting; (B) said meeting was in all respect duly held; (C) pursuant to Article 7 of the Public Officers Law (the "Open Meetings Law"), said meeting was open to the general public and due notice of the time and place of said meeting was given in accordance with such Open Meetings Law; and (D) there was a quorum of the members of the Agency present through 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 rescinded.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the Agency this 12th day of June, 2020.



Donald C. Alexander
Chief Executive Officer

PRELIMINARY INDUCEMENT RESOLUTION

A meeting of Jefferson County Industrial Development Agency (the "Agency") was convened in public session at the offices of the Agency located at 800 Starbuck Avenue in the City of Watertown, Jefferson County, New York on June 4, 2020 at 9:00 o'clock a.m., local time.

The meeting was called to order by the Chairman and, upon roll being called, the following members of the Agency were:

PRESENT: David Converse, Paul Warneck, Robert E. Aliasso, Jr., W. Edward Walldroff, William Johnson

ABSENT: John Jennings, Lisa L'Huillier

FOLLOWING PERSONS WERE ALSO PRESENT: Donald Alexander, David Zembiec, Lyle Eaton, Peggy Sampson, Jay Matteson, Marshall Weir, Christine Powers, Ed Valentine, Daniel Samann, Robert Farris and Craig Fox from the Watertown Daily Times

The following resolution was offered by Mr. Aliasso, seconded by Mr. Johnson, to wit:

Resolution No. 06.04.2020.04

RESOLUTION TAKING PRELIMINARY OFFICIAL ACTION TOWARD THE ACQUISITION, CONSTRUCTION, INSTALLATION, AND LEASING OF A CERTAIN COMMERCIAL PROJECT FOR OYA WAYSIDE DRIVE LLC (THE "COMPANY") AND AUTHORIZING THE EXECUTION AND DELIVERY OF A PRELIMINARY AGREEMENT WITH THE COMPANY WITH RESPECT TO SUCH TRANSACTION.

WHEREAS, Jefferson County Industrial Development Agency (the "Agency") is authorized and empowered by the provisions of Chapter 1030 of the 1969 Laws of New York, constituting Title 1 of Article 18-A of the General Municipal Law, Chapter 24 of the Consolidated Laws of New York, as amended (the "Enabling Act") and Chapter 369 of the 1971 Laws of New York, as amended, constituting Section 892-e of said General Municipal Law (said Chapter and the Enabling Act being hereinafter collectively referred to as the "Act") to promote, develop, encourage and assist in the acquiring, constructing, reconstructing, improving, maintaining, equipping and furnishing of commercial facilities, among others, for the purpose of promoting, attracting and developing economically sound commerce and industry to advance the job opportunities, health, general prosperity and

economic welfare of the people of the State of New York, to improve their prosperity and standard of living, and to prevent unemployment and economic deterioration; and

WHEREAS, to accomplish its stated purposes, the Agency is authorized and empowered under the Act to acquire, construct, reconstruct and install one or more "projects" (as defined in the Act) or to cause said projects to be acquired, constructed, reconstructed and installed, and to convey said projects or to lease said projects with the obligation to purchase; and

WHEREAS, OYA Wayside Drive LLC (the "Company") has presented an application (the "Application") to the Agency, a copy of which was presented at this meeting and copies of which are on file at the office of the Agency, requesting that the Agency consider undertaking a project (the "Project") consisting of the following: (A) (1) the acquisition of an interest in a certain parcel of land located in the Town of Pamelia, to wit: tax parcel 74.09-1-6, Jefferson County, New York (the "Land"), and (2) construction on the Land of a 5 megawatt solar photo-voltaic community distribution generation facility (the "Facility") to be operated by the Company (the Land and the Facility collectively referred to as the "Project Facility"); (B) the granting of certain "financial assistance" (within the meaning of section 854(14) of the Act) with respect to the foregoing, including exemption from certain real estate taxes (the "Financial Assistance"); and (C) the lease with an obligation to purchase or sale of the Project Facility to the Company or such other person as may be designated by the Company and agreed upon by the Agency; and

WHEREAS, the Agency has given due consideration to the Application and to representations by the Company that (A) the granting by the Agency of the Financial Assistance with respect to the Project will be an inducement to the Company to undertake the Project in Jefferson County, New York, (B) the completion of the Project Facility will not result in the removal of a plant or facility of the Company or any other proposed occupant of the Project Facility from one area of the State of New York to another area of the State of New York or in the abandonment of a plant or facility of any proposed occupant of the Project Facility (other than the Company) located in the State of New York and (C) the completion of the Project Facility will not result in the abandonment of one or more plants or facilities of the Company located in the State of New York; and

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

WHEREAS, pursuant to Article 8 of the Environmental Conservation Law, Chapter 43-B of the Consolidated Laws of New York, as amended (the "SEQR Act"), and the regulations (the "Regulations") adopted pursuant thereto by the Department of Environmental Conservation of the State of New York (collectively with the SEQR Act, "SEQRA"), by resolution adopted by the members of the Agency on June 4, 2020 (the "SEQR Resolution"), the Agency has determined that the Project will not have a significant effect on the environment and, therefore, that an environmental impact statement is not required to be prepared with respect to the Project; and

WHEREAS, pursuant to the Act, any approval of the Project contained herein is contingent upon a determination by the members of the Agency to proceed with the Project following satisfaction of the public hearing and notice requirements and other procedural requirements contained in Section 859-a of the Act that relate to the Project; and

WHEREAS, although the resolution authorizing the Project has not yet been drafted for approval by the Agency, a preliminary agreement (the "Preliminary Agreement") relative to the proposed undertaking of the Project by the Agency has been presented for approval by the Agency.

NOW, THEREFORE, BE IT RESOLVED BY THE MEMBERS OF JEFFERSON COUNTY INDUSTRIAL DEVELOPMENT AGENCY AS FOLLOWS:

Section 1. The Agency has reviewed the Application and based upon the representations made by the Company to the Agency in the Application and at this meeting and, based thereon, the Agency hereby makes the following findings and determinations with respect to the Project:

(A) The Project constitutes a "project" within the meaning of the Act; and

(B) The completion of the Project Facility will not result in the removal of a plant or facility of the Company or any other proposed occupant of the Project Facility from one area of the State of New York to another area of the State of New York or in the abandonment of a plant or facility of any proposed occupant of the Project Facility (other than the Company) located in the State of New York, and the completion of the Project Facility will not result in the abandonment of one or more plants or facilities of the Company located in the State of New York; and

(C) The Project Facility will not constitute a project where facilities or property that are primarily used in making retail sales of goods or services to customers who personally visit such facilities constitute more than one-third of the total cost of the Project; and

(D) The granting of the Financial Assistance by the Agency with respect to the Project, through the granting of the various tax exemptions described in Section 2(D) of this Resolution, will promote the job opportunities, health, general prosperity and economic welfare of the inhabitants of Jefferson County, New York and the State of New York and improve their standard of living, and thereby serve the public purposes of the Act; and

(E) Upon compliance with the provisions of the Act, the Agency would then be authorized under the Act to undertake the Project in order to promote the job opportunities, health, general prosperity and economic welfare of the inhabitants of Jefferson County, New York and the State of New York and improve their standard of living.

Section 2. If, following full compliance with the requirements of the Act, including the public hearing requirements set forth in Section 859-a of the Act, the Agency adopts a future resolution (the "Future Resolution") determining to proceed with the Project and to grant the Financial Assistance with respect thereto and the Company complies with all conditions set forth in the Preliminary Agreement and the Future Resolution, then the Agency will (A) acquire an interest in the Project Facility from the Company pursuant to a deed, lease agreement or other documentation to be negotiated between the Agency and the Company (the "Acquisition Agreement"); (B) renovate the Facility and acquire and install the Equipment in the Facility or elsewhere on the Land; (C) lease with the obligation to purchase or sell the Project Facility to the Company pursuant to a lease agreement or an installment sale agreement (hereinafter the "Project Agreement") between the Agency and the Company whereby the Company will be obligated, among other things, (1) to make payments to the Agency in amounts and at times so that such payments will be adequate to enable the Agency to timely pay all amounts due on the Acquisition Agreement and (2) to pay all costs incurred by the Agency with respect to the Project and/or the Project Facility, including all costs of operation and maintenance, all taxes and other governmental charges, any required payments in lieu of taxes and the reasonable fees and expenses incurred by the Agency with respect to or in connection with the Project and/or the Project Facility, and (D) provide the Financial Assistance with respect to the Project, in accordance with the Agency's uniform tax exemption policy, including exemption from real estate taxes (but not including special assessments and special ad valorem levies) relating to the Project Facility, subject to the obligation of the Company to make payments in lieu of taxes with respect to the Project Facility, all as contemplated by the Preliminary Agreement and the Future Resolution.

Section 3. If the Agency adopts the Future Resolution, the undertaking and completing of the Project by the Agency, and the granting of the Financial Assistance with respect to the Project as contemplated by Section 2 of this Resolution, shall be subject to: (A) the determination by the members of the Agency to proceed with the Project following a determination by the members of the Agency that all requirements of SEQRA that relate to the Project have been fulfilled; (B) execution and delivery by the Company of the Preliminary Agreement, which sets forth certain conditions for the undertaking and completing of the Project by the Agency, and satisfaction by the Company of all the terms and conditions of the Preliminary Agreement applicable to the Company; (C) agreement by the Agency and the Company on mutually acceptable terms for the conveyance of the Land to the Agency; (D) agreement between the Company and the Agency as to payment by the Company of payments in lieu of taxes with respect to the Project Facility, together with the administrative fee of the Agency with respect to the Project; (E) a determination by the members of the Agency to proceed with the granting of the Financial Assistance with respect to the Project following a determination by the members of the Agency that the public hearing and notice requirements and other procedural requirements contained in Section 859-a of the Act have been complied with; (F) the Agency's uniform tax exemption policy or if any portion of the Financial Assistance to be granted by the Agency with respect to the Project is not consistent with the Agency's uniform tax exemption policy, the Agency must follow the procedures for deviation from such policy set forth in Section 874(b) of the

Act prior to granting such portion of the Financial Assistance; and (G) the following additional condition(s): None.

Section 4. The form, terms and substance of the Preliminary Agreement (in substantially the form presented to this meeting and attached hereto) are in all respects approved, and the First Chairman or Vice Chairman, Executive Director or Deputy Executive Director of the Agency is hereby authorized, empowered and directed to execute and deliver said Preliminary Agreement in the name and on behalf of the Agency, said Preliminary Agreement to be substantially in the form presented to this meeting, with such changes therein as shall be approved by the officer executing same on behalf of the Agency, the execution thereof by such officer to constitute conclusive evidence of such officer's approval of any and all changes or revisions therein from the form now before this meeting.

Section 5. From and after the execution and delivery of the Preliminary Agreement, the officers, agents and employees of the Agency are hereby authorized, empowered and directed to proceed with the undertakings provided for therein on the part of the Agency and are further authorized to do all such acts and things and to execute all such documents as may be necessary or convenient to carry out and comply with the terms and provisions of the Preliminary Agreement as executed.

Section 6. Joseph W. Russell, of the law firm of Barclay Damon LLP of Watertown, New York is hereby appointed Counsel to the Agency with respect to all matters in connection with the Project. Counsel for the Agency is hereby authorized, at the expense of the Company, to work with the Company, counsel to the Company and others to prepare for submission to the Agency, all documents necessary to effect the transactions contemplated by this Resolution.

Section 7. The Agency hereby authorizes the Executive Director of the Agency, prior to the granting of any Financial Assistance with respect to the Project, after consultation with Counsel, (A) to establish a time, date and place for a public hearing of the Agency to hear all persons interested in the location and nature of the Project Facility and the proposed Financial Assistance being contemplated by the Agency with respect to the Project, said public hearing to be held in the city, town or village where the Project Facility will be located; (B) to cause notice of such public hearing to be given to the public by publishing a notice of such hearing in a newspaper of general circulation available to residents of the governmental units where the Project Facility is to be located, such notice to comply with the requirements of Section 859-a of the Act and to be published no fewer than ten (10) days prior to the date established for such public hearing; (C) to cause notice of said public hearing to be given to the chief executive officer of the county and each city, town, village and school district in which the Project Facility is or is to be located no fewer than ten (10) days prior to the date established for said public hearing; (D) to conduct such public hearing; and (E) to cause a report of said public hearing fairly summarizing the views presented at said public hearing to be promptly prepared and cause copies of said report to be made available to the members of the Agency.

Section 8. The First Chairman, Vice Chairman and Executive Director of the Agency are hereby authorized and directed to distribute copies of this Resolution to the Company and to do such further things or perform such acts as may be necessary or convenient to implement the provisions of this Resolution.

Section 9. This Resolution shall take effect immediately.

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

<u>David J. Converse</u>	VOTING	<u>YEA</u>
<u>John Jennings</u>	VOTING	<u>ABSENT</u>
<u>Robert E. Aliasso, Jr.</u>	VOTING	<u>YEA</u>
<u>W. Edward Walldroff</u>	VOTING	<u>YEA</u>
<u>Paul Warneck</u>	VOTING	<u>YEA</u>
<u>William Johnson</u>	VOTING	<u>YEA</u>
<u>Lisa L'Huillier</u>	VOTING	<u>ABSENT</u>

The foregoing Resolution was thereupon declared duly adopted.

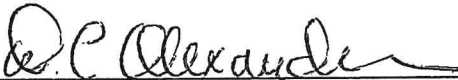
STATE OF NEW YORK)
COUNTY OF JEFFERSON) ss.:

I, the undersigned Chief Executive Officer of the Jefferson County Industrial Development Agency (the "Agency"), DO HEREBY CERTIFY, that I have compared the foregoing extract of the minutes of the meeting of the members of the Agency, including the Resolution contained therein, held on June 4, 2020 with the original thereof on file in my office, and that the same is a true and correct copy of such proceedings of the Agency and of such Resolution set forth therein and of the whole of said original so far as the same related to the subject matters therein referred to.

I FURTHER CERTIFY that (A) all members of the Agency had due notice of said meeting; (B) said meeting was in all respect duly held; (C) pursuant to Article 7 of the Public Officers Law (the "Open Meetings Law"), said meeting was open to the general public and due notice of the time and place of said meeting was given in accordance with such Open Meetings Law; and (D) there was a quorum of the members of the Agency present through 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 rescinded.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the Agency this 12th day of June, 2020.



Donald C. Alexander, Chief Executive Officer

JEFFERSON COUNTY INDUSTRIAL DEVELOPMENT AGENCY

Income Statement for the Nine Month Period Ending June 30, 2020

Prepared by Lyle Eaton, June 30, 2020

UNRECONCILED

	Current Year Budget	Year-to-Dat e Total	Current Month	Previous Month	Balance Remaining
Revenues					
Application & Process Fees	\$ 3,000.00	3,520.00	\$ 0.00	0.00	(520.00)
RCI Annual CD Fund	279,427.00	279,427.20	0.00	0.00	(0.20)
Bond Admin Fee	3,000.00	3,000.00	0.00	0.00	0.00
PILOT/Sale Leaseback Fees	518,017.00	358,050.00	0.00	10,000.00	159,967.00
Fee Income - RLF Program	43,424.00	32,567.04	3,618.56	3,618.56	10,856.96
Fee Income - Micro Program	26,137.00	18,875.52	2,097.28	2,097.28	7,261.48
Interest Income	2,500.00	2,469.34	156.54	91.00	30.66
Interest Income - RLF Program	55,000.00	20,906.64	2,960.29	2,087.92	34,093.36
Late Payment Penalty RLF	200.00	0.00	0.00	0.00	200.00
Interest Income - City Fund	8,200.00	4,995.03	483.90	491.61	3,204.97
Interest Income - Micro Prog.	5,000.00	7,763.79	444.34	238.38	(2,763.79)
Late Payment Penalty - Micro	500.00	87.37	0.00	15.22	412.63
Miscellaneous Income	2,000.00	1,112.07	0.00	0.00	887.93
FTZ Fees	1,200.00	0.00	0.00	0.00	1,200.00
Total Revenues	947,605.00	732,774.00	9,760.91	18,639.97	214,831.00
Operations					
Printed Material	0.00	1,318.00	0.00	0.00	(1,318.00)
Office Expense	1,000.00	453.19	0.00	0.00	546.81
RCI Fee Sharing	139,714.00	139,713.60	0.00	0.00	0.40
Admin Services Exp	600,377.00	450,282.69	50,031.41	50,031.41	150,094.31
Electric Service	0.00	451.75	0.00	0.00	(451.75)
D&O Insurance	14,400.00	9,789.75	1,087.75	1,087.75	4,610.25
Commercial Insurance	8,000.00	5,596.11	621.79	621.79	2,403.89
FTZ Expense	1,250.00	1,250.00	0.00	0.00	0.00
Legal - Unrestricted	12,000.00	12,485.00	1,000.00	1,000.00	(485.00)
Legal Corp Park	5,000.00	0.00	0.00	0.00	5,000.00
Accounting & Auditing	11,000.00	10,375.00	0.00	0.00	625.00
Consultants	1,000.00	0.00	0.00	0.00	1,000.00
Coffeen Park Taxes	1,800.00	1,656.50	0.00	0.00	143.50
Airport Park Taxes	1,200.00	1,056.98	0.00	0.00	143.02
Fees Expense	300.00	2,384.00	0.00	0.00	(2,084.00)
Bad Debt--RLF	0.00	(15,468.00)	0.00	0.00	15,468.00
Bad Debt--Micro	0.00	31,268.65	0.00	0.00	(31,268.65)
RLF Program Expense	43,424.00	32,567.04	3,618.56	3,618.56	10,856.96
Microenterprise Program Exp	26,167.00	18,885.52	2,097.28	2,097.28	7,281.48
RLF Audit Expense	800.00	0.00	0.00	0.00	800.00
Landscaping	0.00	5,600.00	0.00	0.00	(5,600.00)
Security	0.00	87,680.59	0.00	3,979.84	(87,680.59)
Plowing 146 Arsenal	25,000.00	15,900.00	0.00	0.00	9,100.00
IDA 146 Arsenal Bldg Expense	0.00	27,164.95	1,490.38	1,421.56	(27,164.95)
City/County Parking Lot Fund	20,000.00	20,000.00	0.00	0.00	0.00
Insurance	15,000.00	18,734.67	2,081.63	2,081.63	(3,734.67)
Building Depreciation	74,000.00	54,826.38	6,091.82	6,091.82	19,173.62
146 Arsena Equip. Depreciation	4,773.00	3,579.48	397.72	397.72	1,193.52
146 Arsenal Electric	0.00	45,151.33	440.87	6,008.56	(45,151.33)
146 Arsenal Water	0.00	2,837.39	0.00	343.50	(2,837.39)
Salary Expense	0.00	24,179.20	2,454.42	2,583.60	(24,179.20)
Consultants	0.00	2,280.30	0.00	0.00	(2,280.30)
Miscellaneous - Unrestricted	200.00	0.00	0.00	0.00	200.00
Total Operations	1,006,405.00	1,012,000.07	71,413.63	81,365.02	(5,595.07)
Total Revenue	947,605.00	732,774.00	9,760.91	18,639.97	214,831.00
Total Expenses	1,006,405.00	1,012,000.07	71,413.63	81,365.02	(5,595.07)
Net Income Over Expenditures	\$ (58,800.00)	(279,226.07)	\$ (61,652.72)	(62,725.05)	220,426.07

For Interr_33_ise Only

JEFFERSON COUNTY INDUSTRIAL DEVELOPMENT AGENCY

Income Statement for the Nine Month Period Ending June 30, 2020

Unrestricted Income

	Current Year Budget	Year-to-Date Total	Current Month	Previous Month	% YTD of Budget
Revenues					
Application & Process Fees	\$ 3,000.00	3,520.00	\$ 0.00	0.00	117.33
RCI Annual CD Fund	279,427.00	279,427.20	0.00	0.00	100.00
Bond Admin Fee	3,000.00	3,000.00	0.00	0.00	100.00
PILOT/Sale Leaseback Fees	518,017.00	358,050.00	0.00	10,000.00	69.12
Fee Income - RLF Program	43,424.00	32,567.04	3,618.56	3,618.56	75.00
Fee Income - Micro Program	26,137.00	18,875.52	2,097.28	2,097.28	72.22
Interest Income	2,500.00	2,469.34	156.54	91.00	98.77
Miscellaneous Income	2,000.00	1,112.07	0.00	0.00	55.60
FTZ Fees	1,200.00	0.00	0.00	0.00	0.00
Total Revenues	878,705.00	699,021.17	5,872.38	15,806.84	79.55
Expenses					
Operations					
Office Expense	1,000.00	453.19	0.00	0.00	45.32
RCI Fee Sharing	139,714.00	139,713.60	0.00	0.00	100.00
Admin Services Exp	600,377.00	450,282.69	50,031.41	50,031.41	75.00
Electric Service	0.00	451.75	0.00	0.00	0.00
D&O Insurance	14,400.00	9,789.75	1,087.75	1,087.75	67.98
Commercial Insurance	8,000.00	5,596.11	621.79	621.79	69.95
FTZ Expense	1,250.00	1,250.00	0.00	0.00	100.00
Legal - Unrestricted	12,000.00	12,485.00	1,000.00	1,000.00	104.04
Legal Corp Park	5,000.00	0.00	0.00	0.00	0.00
Accounting & Auditing	11,000.00	10,375.00	0.00	0.00	94.32
Consultants	1,000.00	0.00	0.00	0.00	0.00
Coffeen Park Taxes	1,800.00	1,656.50	0.00	0.00	92.03
Airport Park Taxes	1,200.00	1,056.98	0.00	0.00	88.08
Fees Expense	300.00	2,384.00	0.00	0.00	794.67
City/County Parking Lot Fund	20,000.00	20,000.00	0.00	0.00	100.00
Insurance	15,000.00	18,734.67	2,081.63	2,081.63	124.90
Building Depreciation	74,000.00	54,826.38	6,091.82	6,091.82	74.09
146 Arsenal Equip. Depreciation	4,773.00	3,579.48	397.72	397.72	74.99
146 Arsenal Electric	0.00	45,151.33	440.87	6,008.56	0.00
146 Arsenal Water	0.00	2,837.39	0.00	343.50	0.00
Salary Expense	0.00	24,179.20	2,454.42	2,583.60	0.00
Consultants	0.00	2,280.30	0.00	0.00	0.00
Miscellaneous - Unrestricted	200.00	0.00	0.00	0.00	0.00
Landscaping	0.00	5,600.00	0.00	0.00	0.00
Security	0.00	87,680.59	0.00	3,979.84	0.00
Plowing 146 Arsenal	25,000.00	15,900.00	0.00	0.00	63.60
IDA 146 Arsenal Bldg Expense	0.00	27,164.95	1,490.38	1,421.56	0.00
Total Operations	936,014.00	943,428.86	65,697.79	75,649.18	100.79
Total Income	878,705.00	699,021.17	5,872.38	15,806.84	79.55
Total Expenses	936,014.00	943,428.86	65,697.79	75,649.18	100.79
Profit (Loss)	\$ (57,309.00)	(244,407.69)	\$ (59,825.41)	(59,842.34)	426.47

Jeff Co Industrial Development Agency
Balance Sheet
June 30, 2020

ASSETS

Current Assets		
General Checking	\$	118,309.04
Savings Account		1,056,836.30
PILOT Checking Account		4,268.74
Microenterprise Account		107,327.00
City Loan Account		148,153.49
Revolving Loan Fund Account		3,715,486.24
PILOT Monies Receivable		53,293.13
Acct Receivable - Rogers		20,400.88
RLF Loans Receivable		720,020.61
Microenterprise Loans Rec.		237,873.98
Watn. Economic Growth Fund Rec		134,261.00
Allowance for Bad Debt-RLF		(275,325.05)
Allow. for Bad Debts-MICRO		(30,641.75)
Prepaid Expense		11,823.63
		<hr/>
Total Current Assets		6,022,087.24
Property and Equipment		
Accum Depr - Building	(1,190,115.49)	
Accum Depr. Equipment	(187,821.56)	
		<hr/>
Total Property and Equipment		(1,377,937.05)
Other Assets		
IT Server	6,050.00	
Galaxy Tablets	13,366.00	
Corp. Park Improvements	209,995.14	
Airport Property	884,326.02	
WIP Airport	116,780.06	
Woolworth Building	505,000.00	
146 Ars Building Improvements	1,233,689.56	
WIP Arsenal Deck & Sidewalks	11,000.00	
		<hr/>
Total Other Assets		2,980,206.78
		<hr/>
Total Assets	\$	<u><u>7,624,356.97</u></u>

LIABILITIES AND CAPITAL

Current Liabilities		
Accounts Payable - Unrestrict	\$	10,348.33
PILOT Monies Payable		57,561.87
Due HUD - RLF Interest		3,375.50
Due HUD - MICRO Interest		5.45
Due HUD - CITY Loan Interest		2.37
Maintenance Reserve Convergys		14,445.48
Maintenance Expense Convergys		25,927.57
Car Freshner Signage		11,000.00
		<hr/>
Total Current Liabilities		122,666.57
Long-Term Liabilities		
Due NYS/IAP L.T.		180,159.78
Deferred Revenue - Rogers		20,716.44
		<hr/>
Total Long-Term Liabilities		200,876.22

Unaudited - For May 35 - ent Purposes Only

Jeff Co Industrial Development Agency
Balance Sheet
June 30, 2020

Total Liabilities		<u>323,542.79</u>
Capital		
General Fund Bal - Unrestrict.	1,503,830.67	
Fund Bal - RLF Restricted	4,419,309.27	
Fund Bal - Micro Restricted	414,850.76	
Fund Bal - City Restricted	262,489.22	
Cap. Impr. Convergys	979,560.33	
Net Income	<u>(279,226.07)</u>	
Total Capital		<u>7,300,814.18</u>
Total Liabilities & Capital	\$	<u><u>7,624,356.97</u></u>

Jeff Co Industrial Development Agency
Cash Disbursements Journal
For the Period From Jun 1, 2020 to Jun 30, 2020

Filter Criteria includes: Report order is by Date. Report is printed in Detail Format.

Date	Check #	Account ID	Line Description	Debit Amount	Credit Amount
6/1/20	7276	200001 100001	Invoice: 20-06 BARCLAY DAMON LLP	1,000.00	1,000.00
6/1/20	7277	200001 100001	Invoice: 2020-42 JEFF COUNTY LDC	50,031.41	50,031.41
6/1/20	7278	200001 100001	Invoice: 2020-9 WATERTOWN INDUSTRIAL CENTER	1,250.00	1,250.00
6/2/20	7279	200001 100001	Invoice: 10101068 ALLIED UNIVERSAL SECURITY SERVICES	3,979.84	3,979.84
6/2/20	7280	200001 200001 100001	Invoice: 052920 Invoice: 5-29-2020 CITY COMPTROLLER	295.78 47.72	343.50
6/2/20	7281	200001 200001 200001 200001 100001	Invoice: 052120 Invoice: 5212020 Invoice: 52120 Invoice: 05262020 NATIONAL GRID	331.70 23.57 23.57 5,629.72	6,008.56
6/2/20	7282	200001 100001	Invoice: 6-1-2020 WASTE MANAGEMENT	68.82	68.82
6/18/20	7283	200001 100001	Invoice: SANDWICH 6/20 JEFFERSON COUNTY INDUSTRIAL	5,000.00	5,000.00
6/18/20	7284	200001 100001	Invoice: 6/20 MAIN ST JEFFERSON COUNTY INDUSTRIAL	22.03	22.03
6/18/20	7285	200001 100001	Invoice: 2272 JEFF COUNTY LDC	1,291.80	1,291.80
6/18/20	7286	200001 100001	Invoice: 6/20 MAIN ST SACKETS HARBOR LDC	22.02	22.02
6/18/20	7287	200001 100001	Invoice: SANDWICH 6/20 SACKETS HARBOR LDC	5,000.00	5,000.00
Total				74,017.98	74,017.98

Jeff Co Industrial Development Agency
Unrestricted Aged Payables
As of Jun 30, 2020

Filter Criteria includes: 1) Includes Drop Shipments. Report order is by ID. Report is printed in Detail Format.

Vendor	Invoice/CM #	Date	Net To Pay
BERNIER, CARR & ASSOCIATES, P.C.	20-439	5/21/20	7,190.78
	20-597	6/23/20	1,382.50
			<hr/>
BERNIER, CARR & ASSOCIATES, P.C.			8,573.28
			<hr/>
JEFF COUNTY LDC	2274	6/25/20	1,162.62
			<hr/>
JEFF COUNTY LDC			1,162.62
			<hr/>
NATIONAL GRID	062320	6/23/20	23.57
	6232020	6/23/20	393.73
	62320	6/23/20	23.57
			<hr/>
NATIONAL GRID			440.87
			<hr/>
WESTELCOM	6-10-20	6/10/20	171.56
			<hr/>
WESTELCOM			171.56
			<hr/>
			10,348.33
			<hr/> <hr/>

Jeff Co Industrial Development Agency
General Checking Cash Receipts Journal
For the Period From Jun 1, 2020 to Jun 30, 2020

Filter Criteria includes: Report order is by Check Date. Report is printed in Detail Format.

Date	Account ID	Transaction	Line Description	Debit Amnt	Credit Amnt
6/3/20	125001 100001	2171	Invoice: 3505 JEFFERSON COUNTY INDUSTRIAL	3,618.56	3,618.56
6/3/20	125001 100001	1217	Invoice: 3506 JEFFERSON COUNTY INDUSTRIAL	2,097.28	2,097.28
6/3/20	125501 412501 100001	2912	5/20 PRINCIPAL 5/20 INTEREST KENNETH F. ROGERS	314.91	158.37 156.54
6/11/20	207005 205602 100001	1298	DUE MICRO DUE SHLDC MAIN STREET CRAFTS & DRAFTS	44.05	22.03 22.02
6/18/20	207005 205602 100001	316	DUE MICRO DUE SHLDC THE SANDWICH BAR	10,000.00	5,000.00 5,000.00
				<u>16,074.80</u>	<u>16,074.80</u>

Jeff Co Industrial Development Agency
Revolving Loan Fund Receivables
As of Jun 30, 2020

Filter Criteria includes: 1) Includes Drop Shipments. Report order is by ID. Report is printed in Summary Format.

Customer	Amount Due
BENCHMARK FAMILY SERVICES	142,146.53
MEADOWBROOK TERRACE	81,040.35
MLR,LLC	106,323.41
RBM MANUFACTURING CORP	200,000.00
WRIGHT BROS. LLC	190,510.32
	<u>720,020.61</u>

Jeff Co Industrial Development Agency
Micro Loans Receivable
As of Jun 30, 2020

Filter Criteria includes: 1) Includes Drop Shipments. Report order is by ID. Report is printed in Summary Format.

Customer	Amount Due
ABOVE REALITY SPORTS COMPLEX	35,225.34
COLLEEN'S CHERRY TREE INN	34,950.54
R.L.GOULD & SON, LLC	32,580.10
THOUSAND ISLANDS AREA HABITAT FOR HUMA	25,833.26
MAIN STREET CRAFTS & DRAFTS	5,284.62
MEDICAL GAS TECHNOLOGIES	751.65
PAINFULL ACRES	30,393.58
DAN B SAMPSON II	14,501.54
THE SANDWICH BAR	10,570.69
SARAH'S BARBER SHOP	9,852.96
THE SCRUB HUB	11,119.34
SERV-PRO	6,045.31
SACKETS HARBOR TRADING CO.	1,128.38
TASTE OF DESIGN	19,636.67
	<u><u>237,873.98</u></u>

Jefferson County Industrial Development Agency
Revolving Loan Fund Receivables
June 30, 2020

	Recipient	Date Issued	Original Amount	Current Balance	Current Status	Purpose of Loan
1	Benchmark Family Services	January-03	326,000.00	142,146.53	Current	Build Specialized Daycare/Nursery
2	RBM Manufacturing	November-19	200,000.00	200,000.00	Current	Working Capital
3	Meadowbrook Terrace	August-12	250,000.00	81,040.35	Current	Working Cap During Construction
4	MLR, LLC	July-07	250,000.00	106,323.41	Current	Expand Warehouse
5	Wright Bros, LLC	June-12	241,743.00	190,510.32	Current	Purchase Building
8						
9						
10						
11						
12						
13						
14						
15						
16						
17						
18						
19						
20						
21						
22						
23						
24						
	Total RLF Receivables		1,267,743.00	720,020.61	-	

Jefferson County Industrial Development Agency
MICRO Loan Fund Receivables
June 30, 2020

	Recipient	Date Issued	Original Amount	Current Balance	Current Status	Purpose of Loan
1	Above Reality Sports Complex	May-19	40,000.00	35,225.34	Moratorium	Open VR Sports Complex
2	Colleens Cherry Tree Inn	May-19	40,000.00	34,950.54	Moratorium	Expand Restaurant - Ice Ceram Shop
3	R. L. Gould & Son, LLC	March-19	40,000.00	32,580.10	Moratorium	Open UPS Store
4	TI Area Habitat For Humanity	April-18	40,000.00	25,833.26	Current	Open ReStore
5	Main Street Crafts & Drafts	Sep-18	7,150.00	5,284.62	Moratorium	Craft Shop & Bar
6	Medical Gas Technologies	Jun-15	40,000.00	751.65	Current	Service Medical Gas Systems
7	Painfull Acres	Mar-18	40,000.00	30,393.58	Moratorium	Amish Furniture Store
8	RC Spot, LLC	Mar-16	50,015.47	0.00	Paid Off	Craft Brewery & Restaurant
9	Dan B. Sampson II	Mar-18	30,000.00	14,501.54	Moratorium	Smoothie Bar
10	The Sandwich Bar	Feb-19	19,000.00	10,570.69	Current	Restaurant
11	Sarah's Barber Shop	Mar-20	10,000.00	9,852.96	Current	Barber Shop
12	The Scrub Hub	Apr-18	18,656.00	11,119.34	Current	Scrubs Clothing
13	Serv-Pro	Jan-17	20,000.00	6,045.31	Current	Water/Fire Damage Clean Up
14	Sackets Harbor Trading Company	Jan-06	40,000.00	1,128.38	Current	Retail Local Products
15	Taste of Design	Apr-07	40,000.00	19,636.67	Moratorium	Coffee Shop
18						
19						
20						
21						
22						
23						
24						
	Total MICRO Receivables		474,821.47	237,873.98	-	

Jefferson County Industrial Development Agency

City Loan Fund Receivables

June 30, 2020

	Recipient	Date Issued	Original Amount	Current Balance	Current Status	Purpose of Loan
1	Current Applications	Apr-15	101,403.00	84,308.20	Current	Manufacturing Plant Expansion
2	Current Applications	Jan-16	150,000.00	49,952.80	Current	Purchase CNC Equipment
3						
4						
5						
6						
7						
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17						
18						
19						
20						
21						
22						
23						
24						
	Total CITY FUNDR Receivables		251,403.00	134,261.00	-	

Co Industrial Development Ag

PILOT Receivables

As of Jun 30, 2020

Filter Criteria includes: 1) Includes Drop Shipments. Report order is by ID. Report is printed in Detail Format.

Customer ID	Invoice/CM #	Over 90 days	Amount Due
ARC FEWTRN001, LLC	3474	43,838.92	43,838.92 County Tax due January 2020. Now Six Months in arrears.
ARC FEWTRN001, LLC		43,838.92	43,838.92
CONVERGYS	3419	9,856.41	9,856.41 City Tax due July 2019. One year past due.
CONVERGYS		9,856.41	9,856.41
Report Total		53,695.33	53,695.33

Jeff Co Industrial Development Agency800 Starbuck Ave., Suite 800
Watertown, NY 13601**INVOICE**Invoice Number: 3474
Invoice Date: Jan 8, 2020
Page: 1

Duplicate

Voice: 315-782-5865

Fax: 315-782-7915

Bill To:ARC FEWTRN001, LLC
C/O AR GLOBAL
38 WASHINGTON SQUARE
NEWPORT, RI 02840**Ship to:**ARC FEWTRN001, LLC
PO BOX 1611
FORT WASHINGTON, PA 19034

Customer ID	Customer PO	Payment Terms	
ARC FEWTRN001, LLC		Net Due	
Sales Rep ID	Shipping Method	Ship Date	Due Date
	Courier		1/24/20

Quantity	Item	Description	Unit Price	Amount
		2020 COUNTY TAX/PILOT, PARCEL # 73.20-1-2.14, ASSESSED VALUE \$4,909,500, TAX RATE 11.703013%, 30% EXEMPT		40,219.16
		5% LATE PAYMENT FEE FEBRUARY		2,010.96
		1% LATE PAYMENT FEE MARCH		402.20
		1% LATE PAYMENT FEE APRIL		402.20
		1% LATE PAYMENT FEE MAY		402.20
		1% LATE PAYMENT FEE JUNE 2020		402.20
PAST DUE				
For each month, or part thereof, that the payment is delinquent beyond the first month interest shall accrue on the total amount due plus a late payment penalty in the amount of one percent per month until payment is made				
delinquent shall be subject to a late payment penalty of five percent of the amount due.				
Payments in lieu of taxes which are				
Subtotal				43,838.92
Sales Tax				
Total Invoice Amount				43,838.92
Payment/Credit Applied				
TOTAL				43,838.92

Check/Credit Memo No:

Jeff Co Industrial Development Agency

800 Starbuck Ave., Suite 800
Watertown, NY 13601

INVOICE

Invoice Number: 3419
Invoice Date: Jul 9, 2019
Page: 1

Duplicate

Voice: 315-782-5865
Fax: 315-782-7915

Bill To:

CONVERGYS CORPORATION
JONES LANG LASALLE AMERICAS
260 FORBES AVENUE, SUITE 1300
PITTSBURG, PA 15222

Ship to:

00406-001 CONVERGYS LEASE
JONES LANG LASALLE AMERICAS
260 FORBES AVENUE, SUITE 1300
PITTSBURG, PA 15222

Customer ID	Customer PO	Payment Terms	
CONVERGYS		Net Due	
Sales Rep ID	Shipping Method	Ship Date	Due Date
	Courier		7/26/19

Quantity	Item	Description	Unit Price	Amount
1.00		CITY TAX PARCEL 7-02102.001, aASSESSMENT \$4,488600. NO EXEMPTION @ \$8.783500 PER M PRORATED FOR THREE MONTHS TO 9/30/19 DUE JULY 26,2019	9,856.41	9,856.41
Subtotal				9,856.41
Sales Tax				
Total Invoice Amount				9,856.41
Payment/Credit Applied				
TOTAL				9,856.41

Check/Credit Memo No:

Jefferson County Industrial Development Agency

10/01/20- 9/30/21 Budget

Approved : Finance Comm.

Board Approved

DRAFT

Proposed FYE 9-30-21 Budget Unrestric	146 Arsenal	Proposed FYE 9-30-21 Budget Restricted	Proposed FYE 9-30-21 Budget Total
--	-------------	---	--

Revenue

Application Fees	3,000			3,000
RCI Annual Fee	279,427			279,427
Civic Facilities Transfer	0			0
PILOT/ Sale Leaseback	914,174			914,174
RLF Fees	43,424			43,424
Micro. Fees	26,137			26,137
Bond Admin Fees	3,000			3,000
Interest Income	3,500			3,500
RLF Int.			25,000	25,000
City Interest			6,000	6,000
Micro Interest			9,000	9,000
Micro Late Chg.			100	100
FTZ Fees	0			0
Misc Income	1,500			1,500
Total	1,274,162	0	40,100	1,314,262

Proposed FYE 9-30-21 Budget Unrestric	146 Arsenal	Proposed FYE 9-30-21 Budget Restricted	Proposed FYE 9-30-21 Budget Total
--	-------------	---	--

Expenses

Administrative Services	662,665			662,665
RCI Fee Sharing	139,714			139,714
Office Erxpense	1,000			1,000
D&O Insurance	14,000			14,000
Commercial Ins.	10,000			10,000
FTZ Expense	1,250			1,250
Legal - Unres	18,000			18,000
Auditing	11,000			11,000
CEDS Update	7,500			7,500
Corp. Park Taxes	1,700			1,700
Airport Taxes	1,000			1,000
Fees	2,000			2,000
Bad Debt RLF			190,000	190,000
Bad Debt Micro			30,642	30,642
RLF Expense			43,424	43,424
Micro Exp			26,167	26,167
RLF Audit			800	800
Interest				0
146 Arsenal Expense		153,200		153,200
Miscellaneous	200			200
Total	870,029	153,200	291,033	1,314,262

Revenue	1,274,162	0	40,100	1,314,262
Expenses	870,029	153,200	291,033	1,314,262
Net	404,133	(153,200)	(250,933)	-

Jefferson County Industrial Development Agency

10/01/20- 9/30/21 Budget

Prepared by Lyle Eaton

We are recommending the following changes to the Allowance for Bad Debt.

RLF

The RLF Allowance is currently \$275,325.; I would identify Wright Bros as the account most likely to default. Wright Bros balance as of 5/31/20 is \$191,386. we are recommending reducing the reserve to \$190,000.

Applying the three year average would result in a write-off percentage of 7.37% (8% Minimum)
This calculates to \$58,000. which would be an inadequate amount.

MICRO

The Micro Allowance is currently \$30,642

The calculation of the percentage using the three year percentage method indicates a 7% write-off factor; this would suggest a reserve of \$18,000.. Based on a review of the accounts, it appears this amount would be inadequate.

We are recommending no change to the MICRO Allowance for FYE 9/30/2020.

These recommendations do not allow for any negative impact the Pandemic may have on small business.

These adjustments will be made 9/30/2020.

146 Arsenal Street Budget FYE 9/30/2021

BUDGET SIX MONTHS EXPENSE. SALE PENDING

Account	Description	Budget FYE 9/30/20	Actual 5/31/2020	Budget FYE 9/30/2021
721001	Building Legal Expense		0	
721101	Landscaping		5,600	
721301	Building Maintenance		0	
721401	Security		0	
721501	Plowing	20,000	16,200	20,000 SWBG
721601	Building Maintenance/Managemant		25,375	25,000
721701	RE Taxes			
721801	City Parking Lot Exp			
721901	City/County Parking	20,000	20,000	20,000
721910	Insurance	15,000	16,653	13,000
722001	Building Depreciation	74,000	48,735	33,000
722002	Equipment Depreciation	4,773	3,182	3,000
722010	Gas		0	0
722011	Electric		44,710	20,000
722012	Water		2,837	2,200
723001	Salary		21,725	17,000
723010	Consultants		2,280	0
		133,773	207,297	153,200

Peggy Sampson

From: Dave Zembiec
Sent: Wednesday, June 24, 2020 3:07 PM
To: David J. Converse; John Jennings; Lisa A. L'Huillier; W. Edward Walldroff; Robert E. Aliasso, Jr.; William W. Johnson; Paul J. Warneck
Cc: Donald Alexander; Lyle Eaton; Jay Matteson; Marshall Weir; Russell, Joseph W.; Christine A. Powers; Kent D. Burto; Gregory A. Gardner; Peggy Sampson
Subject: Runningboards Mnfg requesting extension of interest only payments
Attachments: RBM in FranchiseDictionary Mag. June 2020.pdf

JCIDA board,

Calvin McNeely met with Marshall and I earlier today to give us an update on the business and to ask for an extension of interest only payments for another 6 months. This is for the \$200,000 loan to Runningboards Manufacturing through the IDA.

The company is doing OK right now, having recently sold his first 2 franchises (and the vehicles that go with them). However, with COVID019, their advertising revenue is down and revenue from special events is down (although they are doing some high school graduations). Still, overhead remains. He has several other franchise prospects, but those are holding off right now with the current economic situation. If he sells another couple franchises, he'll be OK. If not, he'll be in a financial bind. He is therefore requesting the extension of interest only payments to avoid getting into a cashflow problem.

We did not have a loan review committee meeting this month (which would have otherwise been yesterday). In the interest of expediency, I checked with Rob and he is fine with bringing this directly to the board on July 9th.

For your information, I've attached a recent article from a national franchise magazine that Calvin left with us.

-Dave

DRAFT

**JEFFERSON COUNTY INDUSTRIAL DEVELOPMENT AGENCY
Resolution Number 07.09.2020.01**

**RESOLUTION FOR AUTHORIZING A MODIFICATION TO THE REVOLVING
LOAN TO RBM MANUFACTURING CORP.**

WHEREAS, RBM Manufacturing Corp. has requested an extension of interest only payments for another 6 months to avoid a cashflow problem during COVID-19 while they wait to sell franchises, and

WHEREAS, the current balance on the \$200,000 loan made in 2019 is \$200,000 as of June 30, 2020, and

WHEREAS, Staff recommends approval of the request effective July 1, 2020, and

WHEREAS, the chair of the Loan Review Committee agreed to move the request to the full board since a meeting wasn't held during the month of June, and

NOW, THEREFORE, BE IT RESOLVED, by the Board of Directors of the Jefferson County Industrial Development Agency that it herein approved staff's recommendation and that all terms and conditions of the original loan remain in effect, and be it further,

RESOLVED, that the Chairman, Vice Chairman, Secretary and/or Chief Executive Officer are authorized and directed to execute any and all documents necessary to carry out the purposes of this Resolution.

This resolution shall take effect immediately.

Donald C. Alexander
CEO

Roll Call Vote:

NAME	YEA	NAY
David Converse		
W. Edward Walldroff		
Robert E. Aliasso, Jr.		
John Jennings		
Paul Warneck		
William Johnson		
Lisa L'Huillier		

DRAFT

CONVERGYS PROPERTY MAINTENANCE AGREEMENT

WHEREAS, by Title 1 of Article 18-A of the General Municipal Law of the State of New York, as amended, and Chapter 369 of the Laws of 1971 of the State of New York, as amended (hereinafter collectively called the “Act”), the Jefferson County Industrial Development Agency (“JCIDA”) was created with the authority and power to own, lease and sell property for the purpose of, among other things, acquiring, constructing and equipping civic, industrial, manufacturing and commercial facilities as authorized by the Act; and

WHEREAS, the Watertown Industrial Center Local Development Corporation (“WIC”) was established as a domestic, not-for-profit local development corporation on June 7, 1994 pursuant to N-PCL Sections 402 and 1411 for purposes that include assuming ownership of a manufacturing plant located at 800 Starbuck Avenue, Watertown, New York and formerly owned and operated by New York Air Brake Company (collectively, the “Facility”); and

WHEREAS, the employees of the WIC have experience in maintaining and repairing the Facility and other properties owned by the JCIDA; and

WHEREAS, the JCIDA owns property at 146 Arsenal Street, Watertown, New York known as the “Convergys Property”.

NOW THEREFORE, The JCIDA, and WIC agree to the following terms concerning the services to be provide for the Convergys Property.

1. The WIC shall supply routine periodic maintenance, and administrative services to the JCIDA, as Owner of the Convergys Property, for the period of July 1, 2020 to June 30, 2021, as detailed in the scope of work outlined in paragraph 4, below.
2. The WIC shall be paid \$1250 per month on the 15th day of each month for routine periodic maintenance and administrative services. Such payment shall be made in advance by the JCIDA for the work to be performed that month.
3. The WIC shall also perform on request such services as are reflected on work orders for skilled services, such as carpentry, painting, electrical, plumbing and other non-routine cleaning, maintenance and landscaping labor. The work orders shall be submitted to the WIC Director of Site Facilities, the work performed and invoiced monthly for payments within 30 days.

The WIC may require an advance payment for municipal approvals or permits, and for materials or rented tools, and equipment.

4. Scope of Work: Maintenance and Administrative Services:

- I. Maintenance Services provided twice a week:
 - a. Empty trash receptacles under the Convergys parking garage, along the store fronts and within the Access Area.
 - i. All trash items will be disposed of in the Convergys dumpster.
 - b. Pick up miscellaneous trash/debris around the property, within Common Areas and the Access Area.
 - i. All trash items will be disposed of in the Convergys dumpster.
 - c. Sweep Access Area.
 - d. Inspect light fixtures around the exterior of the property and within the Common Areas and the Access Area.
 - i. Replace light bulbs as needed
 - Light bulbs will be purchased through an approved IDA vendor.
 - ii. Replace light fixtures as needed
 - Light fixtures will be purchased through an approved IDA vendor.
 - e. Inspect ingress/egress routes to ensure they are free of obstructions.
 - f. Mow and trim weeds as needed along both Court and Arsenal Street.
 - g. Trim trees, bushes as needed along both Court and Arsenal Street.
- II. Services provided monthly:
 - a. Inspect emergency lighting systems.
 - i. Replace/repair any non working emergency lights.
 - b. Material will be purchased through an approved IDA vendor.
 - c. Remove weeds in flower beds.
- III. Services provided annually:
 - a. Pressure wash the parking garage.
 - b. Pressure wash the sidewalks in front of the store fronts and along the Common Area walkways.
- IV. Administrative Services:
 - a. The WICLDC will act as the Liaison between the IDA and:
 - i. Convergys Facility Technicians;
 - ii. Washington Street Properties, Inc.;
 - iii. Contractors; and
 - iv. Code Officials.

- V. Services provided upon request:
- a. Upon request the WICLDC Staff may be able to assist the JCIDA with other maintenance related items such as electrical, plumbing, carpentry, painting, additional cleaning and landscaping, etc. These requests for services will be treated as a separate Work Order and will be invoiced on an individual basis, separate from the services contract. In the event any projects require permits, the IDA will be responsible to obtain/pay for the required permits.
 - b. 2020-2021 hourly rates \$65/hour Director of Site Facilities; \$50/hour Maintenance.
- VI. WICLDC Staff will:
- a. Submit project summaries to the IDA for review.
 - b. Upon request, attend meetings and provide monthly written building and grounds reports on conditions and project summary reports, yearly.
 - c. Review contracts, construction documents, etc. and report to the JCIDA.
 - d. Review Quarterly and Annual Sprinkler reports to ensure Convergys has been maintaining the system accordingly.
 - e. Be on call 24/7 in the event of an emergency.
 - f. Perform routine inspections both semi-annually and upon request.
5. The WIC shall provide insurance on its employees, and on the performance of its maintenance and administrative services.
6. The parties to this Agreement may terminate it on 30-days written notice to the other.

**WATERTOWN INDUSTRIAL CENTER
LOCAL DEVELOPMENT CORPORATION**

By: _____
Name: _____
Title: _____

**JEFFERSON COUNTY INDUSTRIAL
DEVELOPMENT AGENCY**

By: _____
Name: _____
Title: _____

-56-

HARRINGTON & MOSHER ARCHITECTS,
105 SEVENTH NORTH STREET SUITE 1A JEFFERSON, P.C.
N.Y. 10008 (212) 619-420-6677



LDPM

Lundy Development & Property Management, LLC

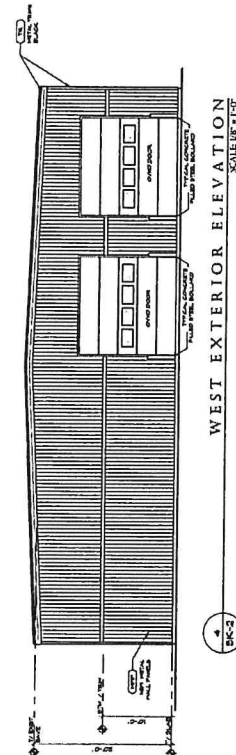
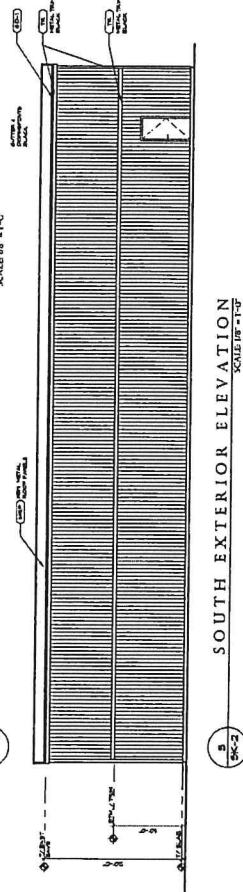
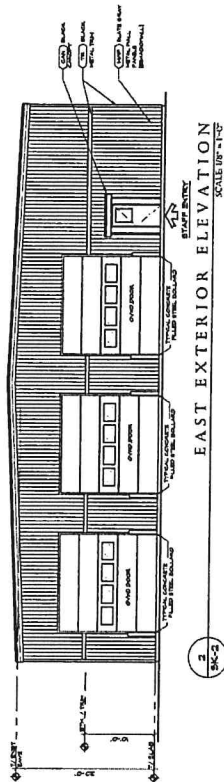
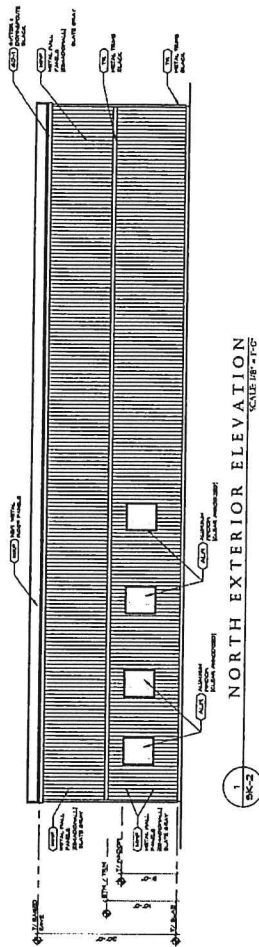
ISBN 0511
WATATOWN, NY 12611
PHONE 518-491-2463
FAX: 518-491-2601

THIS DRAWING IS THE PROPERTY OF LDPM CORPORATION. IT MAY NOT BE DUPLICATED OR DISTRIBUTED TO ANY OUTSIDE PARTY WITHOUT THE WRITTEN CONSENT OF LDPM,LLC.

[illegible]

FOR NAME:	DATE:
LUNCO WAREHOUSE/ FACILITY FABRICATION LOT 2B JCCI, WATERTOWN	ISSUED FOR COUNTY PLANNING DATE 05-12-2020
CREATED TITLE	Proj. L12-20 SHEET 102
SCHEMATIC EXTERIOR ELEVATIONS	SK-2

CELLS FOR THE



NEW DISTRIBUTION FACILITY
 LOT 10 JEFFERSON COUNTY
 CORPORATE PARK WATERTOWN, N.Y.

HARRINGTON &
 MOSHER ARCHITECTS, P.C.
 105 SEVENTH NORTH STREET SUITE 1A WATERTOWN, N.Y. 13606 (315) 495-4677



LDPM
 Landly Development & Property Management, LLC
 5281 US-1
 WATERTOWN, NY 13601
 TEL: (315) 495-2400
 FAX: (315) 495-2401

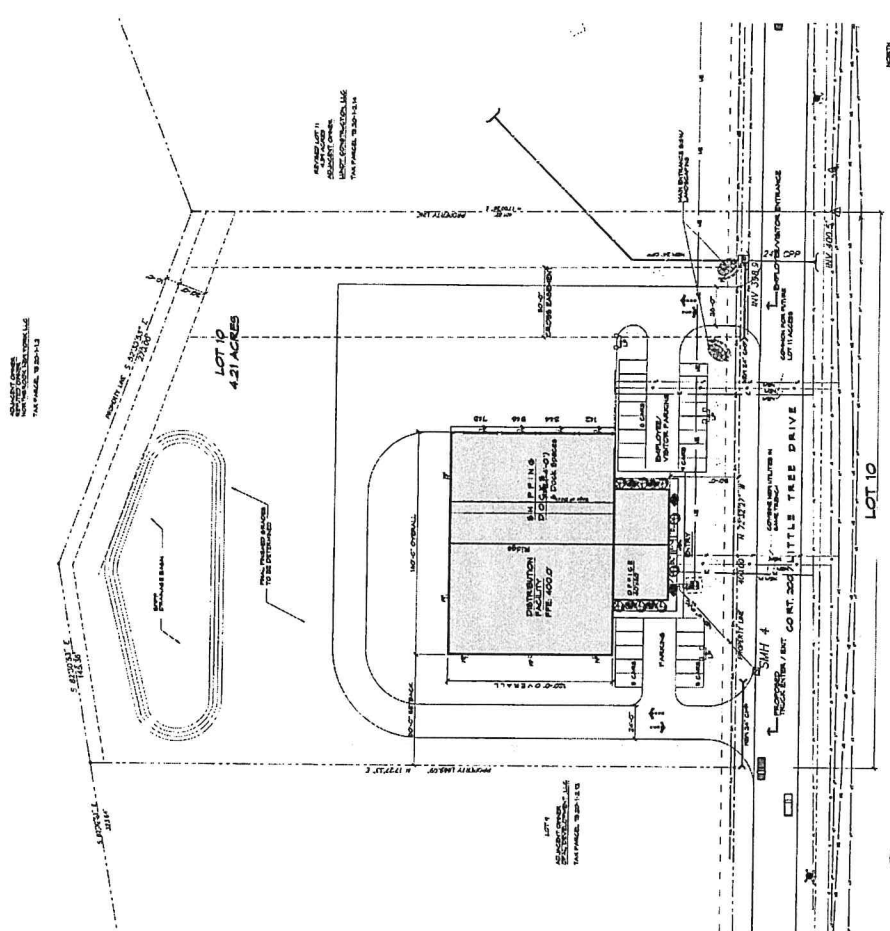
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NO. 10156	NEW DISTRIBUTION FACILITY	DATE: 05-12-2020
NO. 10157	NEW DISTRIBUTION FACILITY	DATE: 05-12-2020
NO. 10158	NEW DISTRIBUTION FACILITY	DATE: 05-12-2020
NO. 10159	NEW DISTRIBUTION FACILITY	DATE: 05-12-2020
NO. 10160	NEW DISTRIBUTION FACILITY	DATE: 05-12-2020
NO. 10161	NEW DISTRIBUTION FACILITY	DATE: 05-12-2020
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NO. 10192	NEW DISTRIBUTION FACILITY	DATE: 05-12-2020
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NO. 10198	NEW DISTRIBUTION FACILITY	DATE: 05-12-2020
NO. 10199	NEW DISTRIBUTION FACILITY	DATE: 05-12-2020
NO. 10200	NEW DISTRIBUTION FACILITY	DATE: 05-12-2020

GENERAL NOTES

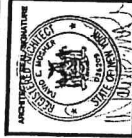
- 1) SITE PLAN PREPARED BASED ON INFORMATION FROM SURVEY PREPARED BY [Name] ON [Date].
- 2) ALL DIMENSIONS ARE IN FEET AND INCHES. DIMENSIONS SHOWN ON THIS PLAN SHALL BE CONSIDERED TO TAKE PRECEDENCE OVER ANY OTHER DIMENSIONS.
- 3) ALL DIMENSIONS ARE TO THE CENTERLINE OF THE ROAD OR RAILROAD UNLESS OTHERWISE NOTED.
- 4) EXISTING UTILITIES SHOWN ON THIS PLAN ARE BASED ON RECORD DRAWINGS AND FIELD SURVEY.
- 5) ALL UTILITIES SHALL BE DEEPENED TO A MINIMUM OF 48" BELOW FINISHED GRADE UNLESS OTHERWISE NOTED.
- 6) ALL UTILITIES SHALL BE DEEPENED TO A MINIMUM OF 48" BELOW FINISHED GRADE UNLESS OTHERWISE NOTED.
- 7) ALL UTILITIES SHALL BE DEEPENED TO A MINIMUM OF 48" BELOW FINISHED GRADE UNLESS OTHERWISE NOTED.
- 8) ALL UTILITIES SHALL BE DEEPENED TO A MINIMUM OF 48" BELOW FINISHED GRADE UNLESS OTHERWISE NOTED.
- 9) ALL UTILITIES SHALL BE DEEPENED TO A MINIMUM OF 48" BELOW FINISHED GRADE UNLESS OTHERWISE NOTED.
- 10) ALL UTILITIES SHALL BE DEEPENED TO A MINIMUM OF 48" BELOW FINISHED GRADE UNLESS OTHERWISE NOTED.

SYMBOL	DESCRIPTION
[Symbol]	EXISTING ROAD
[Symbol]	EXISTING RAILROAD
[Symbol]	EXISTING UTILITY
[Symbol]	EXISTING STRUCTURE
[Symbol]	EXISTING FENCE
[Symbol]	EXISTING TREES
[Symbol]	EXISTING LANDSCAPE
[Symbol]	EXISTING PAVING
[Symbol]	EXISTING CURB
[Symbol]	EXISTING SIDEWALK
[Symbol]	EXISTING DRIVEWAY
[Symbol]	EXISTING GROUND
[Symbol]	EXISTING WATER
[Symbol]	EXISTING SEWER
[Symbol]	EXISTING GAS
[Symbol]	EXISTING ELECTRIC
[Symbol]	EXISTING TELEPHONE
[Symbol]	EXISTING CABLE
[Symbol]	EXISTING FIBER
[Symbol]	EXISTING SLOPE
[Symbol]	EXISTING ELEVATION
[Symbol]	EXISTING AREA
[Symbol]	EXISTING VOLUME
[Symbol]	EXISTING WEIGHT
[Symbol]	EXISTING LENGTH
[Symbol]	EXISTING WIDTH
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[Symbol]	EXISTING VELOCITY
[Symbol]	EXISTING ACCELERATION
[Symbol]	EXISTING DECELERATION
[Symbol]	EXISTING FREQUENCY
[Symbol]	EXISTING PERIOD
[Symbol]	EXISTING AMPLITUDE
[Symbol]	EXISTING PHASE
[Symbol]	EXISTING POLARITY
[Symbol]	EXISTING DIRECTION
[Symbol]	EXISTING ORIENTATION
[Symbol]	EXISTING ALIGNMENT
[Symbol]	EXISTING CURVATURE
[Symbol]	EXISTING SLOPE
[Symbol]	EXISTING ELEVATION
[Symbol]	EXISTING AREA
[Symbol]	EXISTING VOLUME
[Symbol]	EXISTING WEIGHT
[Symbol]	EXISTING LENGTH
[Symbol]	EXISTING WIDTH
[Symbol]	EXISTING HEIGHT
[Symbol]	EXISTING DEPTH
[Symbol]	EXISTING TEMPERATURE
[Symbol]	EXISTING PRESSURE
[Symbol]	EXISTING FLOW
[Symbol]	EXISTING VELOCITY
[Symbol]	EXISTING ACCELERATION
[Symbol]	EXISTING DECELERATION
[Symbol]	EXISTING FREQUENCY
[Symbol]	EXISTING PERIOD
[Symbol]	EXISTING AMPLITUDE
[Symbol]	EXISTING PHASE
[Symbol]	EXISTING POLARITY
[Symbol]	EXISTING DIRECTION
[Symbol]	EXISTING ORIENTATION
[Symbol]	EXISTING ALIGNMENT
[Symbol]	EXISTING CURVATURE



OVERALL SITE PLAN (LOT-10)
 SCALE: 1" = 100'-0"

HARRINGTON &
MOSHER ARCHITECTS,
1035 SEVENTH NORTH STREET, SUITE 1A, LITTLE ROCK,
N.Y. 10084 (718) 619-1250-6673



L'DPM

Land Development & Property Management, LLC

P&H US II
 WATERLOO, NY
 PHONE: 516-452-2000
 FAX: 516-452-2000

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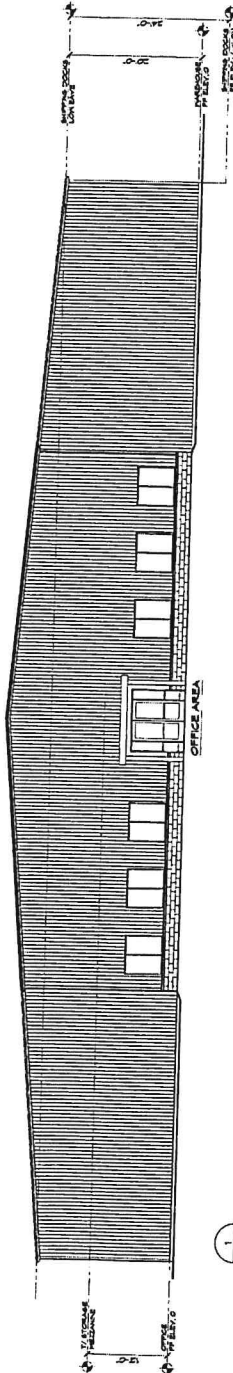
[illegible]

JOB NAME NEW DISTRIBUTION FACILITY LOT 10 JCCP WATERTOWN	IN	ISSUED FOR COUNTY PLANNING
		Date 05-12-2020

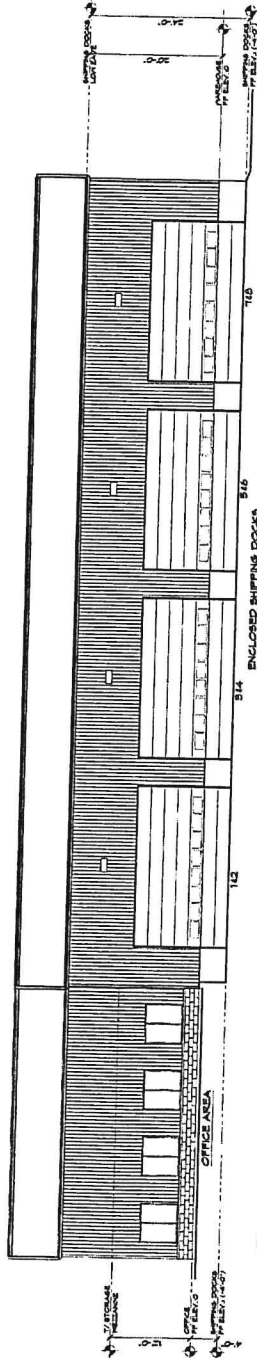
<p> Lot 10 EXTERIOR ELEVATIONS </p>	<p> SK-1 </p>
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DECEMBER 1991

LOT-10 SOUTH EXTERIOR ELEVATION SCALE: 1/8"=1'-0"



LOT-10 EAST EXTERIOR ELEVATION
SCALE: 1/8"=1'-0"



Jefferson County Industrial Development Agency
800 Starbuck Avenue, Suite 800
Watertown, NY 13601
(315) 782-5865

2019-2020 Board Attendance

Name	Oct	Nov	Dec	Jan	Feb	Mar	Apr*	May**	Jun**	Jul	Aug	Sep
Aliasso, Robert	P	P	P	P	P	P	P	P	P			
Converse, David	P	P	P	P	P	P	P	P	P			
Jennings, John	P	P	P	P	P	E	P	P	E			
Johnson, William	E	P	P	P	E	P	P	P	P			
L'Huillier, Lisa	P	P	E	P	P	P	P	P	P			
Walldroff, W. Edward	P	P	P	P	P	P	P	P	P			
Warneck, Paul	P	P	P	P	P	P	P	P	P			
Totals:	6	7	6	7	6	6	7	7	6			
P - Present												
- Excused												
- Absent												
* Conference Call due to COVID-19 Pandemic												
**ZOOM Video Call due to COVID-19 Pandemic												