# OCIDA PROJECT MEMO –AUGUST 4, 2020

**Project Name: Square One Coating Systems, LLC Expansion** 

Location: 170 Base Road, Oriskany

**Applicant:** SQ1 Holdings, LLC

Both Square One Coating Systems, LLC (tenant) and SQ1 Holdings, LLC (real estate holding company) are 100% owned by Lloyd Ploof.

# **Proposed Project:**

15,000 sq. ft. expansion of an existing 14,000 sq. ft manufacturing building, including driveway expansion. The current facility is about to enter year 4 (school district '20-'21) of a ten-year fixed-payment PILOT with the Agency. It is proposed that the existing PILOT will continue on the current assessment, with the increase in assessment resulting from the expansion be subject to a standard OCIDA manufacturing PILOT (no deviation).

Project Costs	
New Building(s) CONSTRUCTION	\$ 300,000
Site Preparation/Parking Lot Construction	\$ 25,000
Machinery & Equipment (other than furniture)	\$ 95,000
Furniture & Fixtures	\$ 5,000
Architectural & Engineering	\$ 40,000
Legal Fees (applicant, IDA, bank, other counsel)	\$ 7,000
Financial (all costs related to project financing)	\$ 3,000
Permits	\$ 1,000
Agency Fee	\$ 5,000
TOTAL COST OF PROJECT	\$ 481,000

IDA Benefits Requested	
Real Property Taxes Abatement (Std. MFG PILOT)	\$ 60,514
Mortgage Tax Abated (.75%)	\$ 3,375
Sales Tax Exemption (8.75%)	\$ 8,750
TOTAL IDA BENEFITS	\$ 72,639

Employment: Existing: 23 FTE Create: 6 FTE



# APPLICATION FOR FINANCIAL ASSISTANCE

# **Oneida County Industrial Development Agency**

584 Phoenix Drive Rome, New York 13441-1405 (315) 338-0393 telephone (315) 338-5694 fax

Shawna M. Papale, Executive Director

A non-refundable application fee of \$500.00 must be submitted at the time of application along with a \$1,000 commitment fee; the \$1,000 commitment fee will be applied to closing fees.

Please submit the original and two (2) copies of the **signed and notarized** application, and **signed** SEQR form with the above fees. A Cost Benefit Analysis (CBA) will be completed by the Agency based on information from this application. Consult with the Agency on the CBA before submitting the final application. Please also deliver an electronic copy of all.

# All applications must be submitted at least 10 days prior to meeting.

Square One Expansion			
Project Name		Project Number (to be provided by the agen	ісу)
Date of Submission	7/22/20		

(1)

# Note to Applicant:

The information requested by this application is necessary to determine the eligibility of your project for Agency benefits. Please answer all questions, inserting "none" or "not applicable" where appropriate. If you are providing an estimate, please indicate by inserting "est" after the figure. Attach additional sheets if more space is needed for a response than is provided.

Return the original signed and notarized application and two copies with a check in the amount of \$1500.00 made payable to: **Oneida County Industrial Development Agency (OCIDA)**, 584 Phoenix Drive, Rome, New York 13441-1405, Attn.: Shawna M. Papale, Executive Director. \$1000 will be applied at closing against the IDA legal fees. In addition, an electronic version of the application (signed), and SEQR form (signed), to spapale@mvedge.org.

Upon the submission of this application to OCIDA, this applicant becomes a public document. Be advised that any action brought before the OCIDA is public information. All agendas for OCIDA are issued prior to full agency meetings and posted in public domain. If there is information that the applicant feels is proprietary, please identity as such and that information will be treated confidentially to the extent permitted by law.

By signing and submitting this Application, the Applicant acknowledges that it received a copy of the Uniform Tax Exemption Policy and the Oneida County IDA Penalty for Failure to Meet Employment Levels as adopted by the Agency and Agency Memorandums pertaining to the benefits of projects financed through the Agency.

A project financed through the Agency involves the preparation and execution of significant legal documents. Please consult with an attorney before signing any documents in connection with the proposed project. You will receive an engagement letter from the OCIDA legal counsel. You will be asked to sign the engagement letter acknowledging you will be responsible for all legal fees of OCIDA legal counsel and that you understand the process. Should you not close and legal services have been rendered by the OCIDA legal counsel, your company will be responsible for those costs.

If your project requires a public hearing, a representative of the applicant is required to be present. A date will be coordinated by the OCIDA legal counsel.

If you have questions how to calculate your company's IDA application fee please consult with the Memorandum to Companies Sale – Leaseback Transactions or please contact the IDA Executive Director.

# Part I: Applicant Information

**Applicant** 

**Note**: In responding to the following questions, please keep in mind that the Applicant will be party to all of the documents and is the individual or if entity will be formed which will receive the actual financial assistance from the Agency.

1(a) Applicant's Legal Name:	SQ	1 Holdings, LLC	
1(b) Principal Address:	170 Base Road		
	Oris	skany, NY 13424	
1(c) Telephone/Facsimile Numbers:	315	-790-5921	
1(d) Email Address:	lloy	d@sq1plating.com	
1(e) Federal Identification Number:	81-3	3686520	
1(f) Contact Person:	Lloy	d Ploof	
1(g) Is the Applicant a		Corporation:  If yes, Public Private I]  If public, on which exchange is it listed?	
		Subchapter S Sole Proprietorship General Partnership Limited Partnership Limited Liability Corporation/Partnership Single-Member LLC (name and EIN below):	
		Name:	
		EIN: DISC Other(specify)	
1(h) State of Organization (if applicable)	NY		

Applicant's Stockholder	s. Directors and Officers	(or Partners)
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2(a) Provide the following information with respect to parties with 15% or more in equity holdings:

Name Address Percentage of Ownership

Lloyd Ploof, 8693 Maple Lane, Lee Center, NY 13363

Percentage of Ownership

100%

2(b) Is the Applicant, or any of the individuals listed in 2(a) above, related directly or indirectly to any other entity by more than 50% common ownership? If so, indicate name of such entity and the relationship.

Square One Coating Systems, LLC 100%

2(c) Is the Applicant affiliated with any other entity, directly or indirectly, other than as listed in the response to 2(a) above? If yes, please indicate name and relationship of such other entity and the address thereof:

No

# **Applicant's Counsel and Accountant**

3(a). Applicant's Attorney

Name/Title: Merritt Locke

Firm: Saunders Kahler

Address: 185 Genesee St., #1400

Utica, NY 13501

Telephone/Fax: 315-733-0419

Email: mlocke@saunderskahler.com

3(b) Applicant's Accountant

Name/Title: Ryan Siepiola -Partner

Firm: D'Arcangelo

Address: 120 Lomond Court

Utica, NY 13502

Telephone/Fax: 315-735-5216

Email: rsiepiola@darcangelo-cny.com

# **Business Description**

4(a) Describe the nature of your business and principal products and/or services. Attach additional sheets if necessary.

Job Shop metal finishing company that supplies plating services to many manufacturers and sub-contractors. We are Lockheed approved. Aerospace certified to AS9100. Soon to be NADCAP (National Aerospace and Defense Contractors Accreditation Program) approved. Industries served are military, medical, aerospace, electronic, OEM, consumer goods, etc.

# Part II: Project Information

5(a) Explain your project in detail. This description should include explanation of all activities which will occur due to this project. Attach additional sheets if necessary.

We have reached the limits of our current building, which is 14,000SF. Not only are we "busting at the seams" currently, but once we achieve NADCAP certification, we anticipate that our business will quickly increase by at least 50%.

This project is for an addition of 15,000SF which would bring our total footage to 29,000. It will allow for more efficient move of product and people and also to expand our production very quickly after the expansion. It will allow us to increase personnel by at least 6 people by summer 2021.

Anticipated costs for this project are:

Planning/Engineering
National Grid pole relocation
Excavation
Concrete work
Plumbing/electrical/Heating
Building Purchase cost for "Butler" style building
Building erection cost
Painting
Driveway expansion
National Grid electrical service

# **Reasons for Project**

6(a) Please explain in detail why you want to undertake this project.

We have reached the limits of our current building, which is 14,000SF. Not only are we "busting at the seams" currently, but once we achieve NADCAP certification, we anticipate that our business will quickly increase by at least 50%.

This project is for an addition of 15,000SF which would bring our total footage to 29,000. It will allow for more efficient move of product and people and also to expand our production very quickly after the expansion. It will allow us to increase personnel by at least 6 people by summer 2021.

6(b) Why are you requesting the involvement of the Agency in your project?

The costs associated with this expansion may strain our cash flow until we can fully utilize all the square footage. Being able to reduce our tax burden for several years with a PILOT program will help us to hire and train personnel more quickly so as to recognize ROI in a timely manner.

6(c) Please confirm by checking the box, below, if there is likelihood that the Project would not be undertaken but for the Financial Assistance provided by the Agency?
■Yes No
If the Project could be undertaken without Financial Assistance provided by the Agency, then provide a statement in the space provided below indicating why the Project should be undertaken by the Agency:
The project should be undertaken by OCIDA because not only will it increase hiring in Oneida County, but it will allow us to support local manufacturers that currently either send their plating work out of the area, or are not serviced well by other plating companies. Locally, we service Remington, Bartell, BNP, Riverhawk, Square Stamping, Quality Manufacturing, Bitzer Scroll, Manth Brownell, Metal Solutions, Briggs and Stratton, and dozens of other manufacturers that rely on our fair price, quality, and quick turn to stay competitive in today's market. So, if we grow, we can help assure that other local companies can also survive and grow.
How will the Applicant's plans be affected or scaled back if Agency approval is not granted?
We might have to build a smaller addition and delay production equipment expansion to keep costs lower. This would not allow us to hire as many personnel.
6(d) Is the proposed project reasonably necessary to discourage the Applicant from removing such other plant or facility to a location outside the State of New York?  Yes No If yes, please explain briefly.
6(e) Will financing by the Agency result in the removal or abandonment of a plant or other facility of the applicant or any related entity presently located in another area of New York State?  Yes  No
If yes, is the proposed project reasonably necessary to preserve the competitive position of the Applicant in its respective industry? Yes No
If yes, please provide a statement and evidence supporting the same. Include the name of all taxing jurisdictions in which the abandoned facility or plant lies, and whether Applicant has had any discussions with said taxing jurisdictions regarding the abandonment. Please provide as much detail as possible.

6(f) H	Count	Applicant or any related entity pre ty (whether through the Agency, the entity) ? Property Yes Property No			
	<b>If yes</b> baland	, please explain (indicate date of ber ce).	nefit, loca	ation of facility and outstanding	
		ntly have a PILOT program that was year 4 of that program.	instituted	d when we purchased the current b	uilding.
6(g) H	United receiv	Applicant or any related entity sed I States within the last 90 days or do ing financial assistance within the ne , please explain.	oes the A	Applican <u>t or</u> any relate <u>d e</u> ntity anticip	
		red a PPP and EIDL loan. We anticing an incomplete with the second second with the second sec	•	·	ne
site (	ou ma	ing the lied represents:	king mo		e of
		Manufacturing	50	%	
		Industrial Assembly or Service		<b>1</b> %	
		Back office operations		<b>]</b> %	
		Research and Development		<b>]</b> %	
		Technology/Cybersecurity		%	
		Warehousing	50	Ī%	
		Commercial or Recreational		<b>]</b> %	
		Retail			
	ā	Residential housing (specify)			<b>]</b> %
		Pollution Control (specify)			]%
		Environmental (e.g., Brownfield) (sp			]%
		Other (specify)			]%

6(i)	Chec	call categories best describing the scope of the project:
		Acquisition of land
		Acquisition of existing building
		Renovations to existing building
		Construction of addition to existing building
		Demolition of existing building or part of building
		Construction of a new building
		Acquisition of machinery and/or equipment
		Installation of machinery and/or equipment
		Other (specify)
6(j)	the es	indicate the financial assistance you are requesting of the Agency, and provide timated value of said assistance. Attach a sheet labeled Annual PILOT that shows innual utilization of the Real Property Tax Abatement by year and by jurisdiction (PLEASE CONSULT WITH IDA STAFF ON PILOT CALCULATIONS).
		Assistance Requested Estimated Values
		Assistance Requested  Real Property Tax Abatement (value of PILOT savings)  Estimated Values  \$ 60,514
		60.514
		Real Property Tax Abatement (value of PILOT savings) \$ 60,514
		Real Property Tax Abatement (value of PILOT savings) \$ 60,514  Mortgage Tax Exemption (.75%) \$3,375
		Real Property Tax Abatement (value of PILOT savings) \$ 60,514  Mortgage Tax Exemption (.75%) \$3,375  Amount of mortgage: \$450,000
		Real Property Tax Abatement (value of PILOT savings) \$ 60,514  Mortgage Tax Exemption (.75%) \$3,375  Amount of mortgage: \$450,000  Sales and Use Tax Exemption ** (8.75%) \$8,750
	TOTA	Real Property Tax Abatement (value of PILOT savings) \$ 60,514  Mortgage Tax Exemption (.75%) \$ 3,375  Amount of mortgage: \$ 450,000  Sales and Use Tax Exemption ** (8.75%) \$ 8,750  Value of goods/services to be exempted from sales tax: \$ 100,000
	s the fin	Real Property Tax Abatement (value of PILOT savings) \$ 60,514  Mortgage Tax Exemption (.75%) \$3,375  Amount of mortgage: \$450,000  Sales and Use Tax Exemption ** (8.75%) \$8,750  Value of goods/services to be exempted from sales tax: \$100,000  Issuance by the Agency of Tax Exempt Bonds(bond dollar value)\$

<sup>\*\*</sup> Note that the estimate provided above will be provided to the New York State Department of Taxation and Finance. The Applicant acknowledges that the transaction documents will include a covenant by the Applicant that the estimate, above, represents the maximum amount of sales and use tax benefit currently authorized by the Agency with respect to this Application. The Agency may utilize the estimate, above, as well as the proposed total Project Costs as contained within this Application, to determine the Financial Assistance that will be offered. It is the responsibility of the applicant to inform the IDA within 10 days if the project amount changes.

Part III: Facility Information (if project that you are applying for is a housing project please also complete questions 7(I) through 7(p))

Attach copies of the most recent real property tax bills. Include copies for all taxing jurisdictions for the site/ facility that IDA assistance is being sought.

Facility (Physical Information) If multiple locations please provide information on all.

7(a)	Street Address of Facility:	
	170 Base Road	
7(b)	City, Town and/or Village (list ALL incorporated municipalities Oriskany, NY 13424	s):
7(c)	School District:	
	Whitestown	
7(d)	For what purpose was the facility site most recently used (i.e manufacturing, assembly, etc.)?	., light manufacturing, heavy
	Manufacturing	
7(e)	Zoning Classification of location of the project:	
	Commercial	
	<del></del>	

7(f) Please describe in detail the facility to be acquired, constructed or renovated (including number of buildings, square footage, number of floors, type of construction,) and attach plot plans, photos or renderings, if available. If there are infrastructure improvements (water, sewer, gas, electrical, etc.) please provide details along with who will carry out those improvements and who will fund them. *Please be as specific as possible*.

15,000 SF "Butler" style expansion attached to current building and on the north side, but slightly west. One floor, dock height, with 2 loading docks and 3 other ways of entrance and egress. Additional electric service of 500 amps at 208, 3-phase. Will also need to expand parking lot. In very early stages of planning. Engineer should have preliminary site plan and estimate by August 15.

We will also roll in the remainder of the current mortgage at app. \$137,000.

7(g)	Has construction or renovation c	ommenced? Yes INo
	If yes, please describe the work date of commencement.	in detail that has been undertaken to date, including the
	If no, indicate the estimated date	es of commencement and completion:
	Construction commencement:	Early September 2020
	Construction completion:	Early Spring 2021
requi	re any local ordinance or variance	of the facility or any activity which will occur at the site to be obtained or require a permit or prior approval of any nan normal occupancy and/or construction permits)?
	Yes ■ No	
	If Yes, please describe.	
Ha	as the Project received site plan ap  Yes No N/A	pproval from the Planning Department?
		y with a copy of the planning department approval ronmental Quality Review (SEQR) determination. If no, oval:
7	Too early in the process yet. Will s	supply if needed when required in the future.
7(i)	Will the project have a significant	effect on the environment?
	Important: please attach and si Assessment Form to this Appli	gn Part 1 of either the the long or short Environmental cation
7(j)	What is the useful life of the facilit	50+
7(k)	Is the site in a former Empire Zor If yes, which Empire Zone: Is project located in a Federal HU	
	Provide detail.	
(11	1)	

# Part IV: Housing Project Questionnaire

Complete the following questions only if your project is a Housing Project. Please reference the <u>Oneida County Industrial Development Agency Uniform Tax Exemption</u> <u>and Agency Benefits Policy Market Rate Rental Housing Development Initiatives.</u> (Add additional pages as needed).

additional pages as needed).
7(I) Describe the housing project to be constructed or renovated in detail (type of housing, number of units, etc.):
7 (m) Describe how you will change the current use of the facility or property being utilized for the project. To assist the IDA in their determination of an eligible vacant urban infill site project please provide an extensive explanation as well as photos of what is being removed or replaced with the new construction.
7 (n) Will the project have any impact on the existing infrastructure or upgrades to the current infrastructure (water, sewer, electrical, gas, etc.)? If yes please provide detail and who you are working with at the applicable organization.
7 (o) If your project is a multi-use facility please provide details of the project, project square footage breakdown of non-housing to housing usage, detail the job creation and retention associated with the non-housing component.
7 (p) Does the project provide a community benefit? If yes provide detail substantiating (reference the IDA policy).

# ALL APPLICANTS ANSWER THE FOLLOWING

# Part V: Retail Project Questionnaire

To ensure compliance with Section 862 of the New York General Municipal Law, the Agency requires additional information if the proposed Project is one where customers personally visit the Project site to undertake either a retail sale transaction or to purchase services.

Α.	equity or other sources) consist of facilities or property that are or will be primarily used in making sales of goods or services to customers who personally visit the project site?
	Yes or No. If the answer is yes, please continue below. IF NO, PROCEED TO SECTION Part VI ON PAGE 14.  For purposes of Question A, the term "retail sales" means (i) sales by a registered vendor under Article 28 of the Tax Law of the State of New York (the "Tax Law") primarily engaged in the retail sale of tangible personal property (as defined in Section 1101(b)(4)(i) of the Tax Law), or (ii) sales of a service to customers who personally visit the Project.
B.	What percentage of the cost of the Project will be expended on such facilities or property primarily used in making sales of goods or services to customers who personally visit the project?%. If the answer is less than 33% do not complete the remainder of the retail determination and proceed to next section Part VI Facility (Pg 14).
	the answer to A is Yes <u>AND</u> the answer to Question B is greater than <u>33.33%.</u> dicate which of the following questions below apply to the project:
	1. Will the project be operated by a not-for-profit corporation Yes or No.
	2. Is the Project location or facility likely to attract a significant number of visitors from outside Oneida County?
	Yes or No
	If yes, please provide a third party market analysis or other documentation supporting your response.
	3. Is the predominant purpose of the project to make available goods or services which would not, but for the project, be reasonably accessible to the residents of the municipality within which the proposed project would be located because of a lack of reasonably accessible retail trade facilities offering such goods or services?
	Yes or No
	If <b>yes</b> , please provide a third party market analysis that demonstrates that a majority of the project's customers are expected to come from outside of Oneida County and the project will not directly compete with existing businesses located in Oneida County.

# Part VI: Facility (Legal Information)

8(a) With respect to the <b>present owner</b> of the facility, please give the following information and provide a brief statement regarding the status of the acquisition.:						
(Note:	the present owner is not nece	essarily the user of the facility, but that party which holds legal title to the facility.)				
	Legal Name:	SQ1 Holdings, LLC				
	Address: 8693 Maple Lane					
	Lee Center, NY 13363					
	Telephone:	315-335-2219				
	Balance of Mortgage: 138,000					
	Holder of Mortgage:	NBT Bank				
If the Applicant is not the present owner of the facility, please attach any written agreements and contracts concerning the acquisition of the real property and/or equipment.  Same Owner						
8(b)	(b) Is there a legal relationship, directly or indirectly, by virtue of common control or through related persons, between the Applicant and the present owner of the facility?  Yes No. If yes, please explain.					
8(c)	will a related real estate holding company, partnership or other entity, be involved in the ownership structure of the transaction?    Image: Structure of the transaction of the transa					
8(d)		facility/property also be the user of the facility? please explain.				

SQ1 Holdings, LLC, the facility owner, and Square One Coating Systems, LLC, the user of the facility are both owned 100% by Lloyd Ploof

(14)

8(e)	Is the Applicant currently a tenant in the facility?
8(f)	Are you planning to use the entire proposed facility?  Yes No
	If <b>no</b> , please give the following information with respect to tenant(s) which will remain in the facility after the completion of the project, including the square footage the Applicant will occupy:
<u> N</u>	ame of Tenant Floors Occupied Sq. Ft. Occupied Nature of Business
<u> </u>	
H	
8(g)	Are any of the tenants related to the owner of the facility?
νο,	Yes No If yes, please explain.
8(h)	Will there be any other users utilizing the facility?  Yes No  If yes, please explain. Provide detail of the contractual arrangement including any financial exchange for the use of the site or property.
Part \	/II: Equipment
9(a)	List the principal items or categories of equipment to be acquired as part of the project. If you are requesting sales tax exemption it is important to be as detailed as possible. (If a complete list is not available at time of application, as soon as one is available but prior to final authorizing resolution, please submit a detailed inventory of said equipment to be covered.) Attach a sheet if needed.
Rad	liant heaters, Air Compressor, pallet shelving, Office Furniture,
9(b)	Please provide a brief description of any equipment which has already been purchased or ordered, attach all invoices and purchase orders, list amounts paid and dates of expected delivery. Attach a sheet if needed.
N/A	
9(c)	What is the useful life of the equipment? 15years

# **Part VIII: Employment Information**

"FTE" shall mean a full time employee that has a minimum of thirty-five (35) scheduled hours per week, or any combination of two or more part-time employees that work a minimum of fifteen (15) scheduled hours per week, when combined together, constitute the equivalent of a minimum of thirty-five (35) scheduled hours per week, and whose workplace location is the project facility. For this purpose an employee shall include a leased employee regularly retained by the company.

10(a) Estimate how many construction jobs will be created or retained as a result of this project.

Construction Jobs:									
10(b) Will the project preserve permanent, private sector jobs or increase the overall number of permanent, private sector jobs in the State of New York?									
Yes or No.  If yes, explain It will preserve 23 current jobs and add 6 jobs by summer of 2021.									
<b>If yes</b> , explain <u></u>	will prodor		it jobs and t						
10 (c) Have you experienced any employment changes (+ or -) in the last three (3) years?									
Yes o									
If yes, explain	icreased by	at least 6 p	ersonnel.						
10(c) Job Information relate	ed to project	***							
Estimate below how many j	obs will be	created and	l retained as	s a result of th	nis project, i	f OCIDA			
assistance is granted. PLE	ASE MAKE EQUIVAL	SURE PARENTS (FTE	RT-TIME EN	MPLOYEES A	ARE TURNI HE BOTTO	ED INTO F M-See Pg	-UL  . 18		
Number of Jobs BEFORE Project			Location 3		Location 5	Total	2		
Address in NYS	170 Base Road, Oriskany, NY 13424								
	00								

	Address in NYS	170 Base Road, Oriskany, NY 13424			
	Full-Time Company	23			
	Full-Time Independent Contractors				
	Full-Time Leased			=	
A.	Total Full-Time BEFORE	23			
	Part-Time Company				
	Part-Time Independent Contractors				
	Part-Time Leased				
В.	Total Part-Time BEFORE				
	Total FTE BEFORE*	23			

<sup>\*</sup>For Total FTE BEFORE add full-time employees (line A) plus part-time employees that have been converted to FTE (line B).

	Number of Jobs AFTER Project (within 3 years of project completion)	Location 1	Location 2	Location 3	Location 4	Location 5	Total
	Full-time Company	29					1
	Full-Time Independent Contractors			i.			
	Full-Time Leased						
Α.	Total Full-Time AFTER	29			1		
	Part-Time Company						
	Part-Time Independent Contractors						
	Part-Time Leased						
B.	Total Part-Time AFTER						
	Total FTE AFTER *	29					

<sup>\*</sup>For Total FTE AFTER add full-time employees (line A) plus part-time employees that have been converted to FTE (line B).

Estimate the number of residents from the Labor Market Area** in which the Project is located that will fill the jobs created within three years of project completion	Location 1	Location 2	Location 3	Location 4	Location 5	Total
Full-Time	6					
Part-Time						
Total AFTER	6					

<sup>\*\*</sup> Labor Market Area includes Oneida, Lewis, Herkimer, and Madison Counties

Provide Any Notes To Job Information Below

	Retai	ned Jobs	Created Jobs			
SALARY AND BENEFITS	Average Annual Salary per employee	Average Fringe Benefits (as a percentage of wages)	Average Annual Salary per employee	Average Fringe Benefits (as a percentage of wages)		
Management	\$ 78,000	20 %	\$	%		
Administrative	\$ 36,000	20 %	\$	%		
Production	\$ 32,000	20 %	\$ 32,000	20 %		
Independent Contractor	\$	%	\$	%		
Other	\$	%	\$	%		
Overall Weighted Average	\$40,348	%	\$ 32,000	%		

<sup>\*\*\*</sup> By statute, Agency staff must project the number of Full-Time Jobs that would be retained and created if the request for Financial Assistance is granted. "FTE" shall mean a full time employee that has a minimum of thirty-five (35) scheduled hours per week, or any combination of two or more part-time employees that work a minimum of fifteen (15) scheduled hours per week, when combined together, constitute the equivalent of a minimum of thirty-five (35) scheduled hours per week, and whose workplace location is the project facility. For this purpose an employee shall include a leased employee regularly retained by the company.

10(c) Please list NAICS codes for the jobs affiliated with this project:

332813

# Part IX: Estimated Project Cost and Financing

11(a) List the costs necessary for preparing the facility.

LAND Acquisition	\$	
Existing Building(s) ACQUISITIO	N	\$
Existing Building(s) RENOVATIO	N	\$ 
NEW Building(s) CONSTRUCTIO	N	\$ 300,000
Site preparation/parking lot const	\$ 25,000	
Machinery & Equipment that is Ta	\$ 95,000	
Machinery & Equipment that is To	AX-EXEMPT	\$
Furniture & Fixtures		\$ 5,000
Installation costs		\$
Architectural & Engineering		\$ 40,000
Legal Fees (applicant, IDA, bank,	other counsel)	\$ 7,000
Financial (all costs related to proje	ect financing)*	\$ 3,000
Permits (describe below)		\$ 1,000
Other (describe below)		\$
	Subtotal	\$ 476,000
A	agency Fee <sup>1</sup>	\$ 5,000
Total F	Project Cost	\$ 481,000

<sup>\*</sup> Bank fees, title insurance, appraisals, interest, environmental reviews, etc.

# Permit Information

# Other Information

Will have a better estimate of cost of project by August 14 when engineer, Tim Hogan, supplies estimate with site plan.

<sup>&</sup>lt;sup>1</sup> See Attached Fee Schedule (Page 25) for Agency Fee amount to be placed on this line.

# 11(b) Sources of Funds for Project Costs

Bank Financing:	\$ <u>450,000</u>
Equity (excluding equity that is attributed to grants/tax credits)	\$ 72,000
Tax Exempt Bond Issuance (if applicable)	\$
Taxable Bond Issuance (if applicable)	\$
Public Sources (Include sum total of all state and federal grants and tax credits)	\$
Identify each state and federal grant/credit:	
\$	
\$	
\$	
<b>\$</b>	

Total Sources of Funds for Project Costs: \$522,000

# **Real Estate Taxes**

12(a) For each tax parcel which comprises the facility, please provide the following information, using figures from the most recent tax year.

Tax Map Parcel #	Current Assessed Value (Land)	Current Assessed Value (Building)	Current Total Assessment	Current Real Estate Taxes
290.000-2-10	41,100	133900	175000	

Attach copies of the most recent real property tax bills. Include copies for all taxing jurisdictions for the site/ facility that IDA assistance is being sought.

12(D)	Address of Receiver of Town and/or Village Taxes (include all jurisdictions):
	Town of Whitestown
	8539 Clarks Mills Rd.
	Whitesboro, NY 13422
	· · · · · · · · · · · · · · · · · · ·
12(c)	
	Oriskany Central School District
	1313 Utica St.
	Oriskany, NY 13424
12(d)	Will the completion of the proposed project result in the increase of the assessment of any of the parcels named above? [ Yes [ No
	If yes, please indicate which tax map parcel # will be affected and estimate of increase.
29	0.000-2-10
Finan	cial Information
13(a)	Has the Applicant contacted any bank, financial/lending institution or private investor with respect to the financing of the proposed project?  Yes [ No
	If yes, please provide details.
Applying	for a SBA 504 Loan through NBT Bank with Pursuit Lending supplying the SBA part
13(b)	Has the Applicant received a commitment letter for said financing?  Yes No
	If yes, please submit a copy of said commitment letter along with this Application.
	Please complete the Cost/Benefit Analysis form and attach to this Application. As you completing the form and have questions, please call the IDA office.

#### REPRESENTATIONS AND CERTIFICATION BY APPLICANT

The undersigned requests that this Application be submitted for review to the Oneida County Industrial Development Agency (the "Agency") and its Board of Directors.

Approval of the Application can be granted solely by this Agency's Board of Directors. The undersigned acknowledges that Applicant shall be responsible for all costs incurred by the Agency and its counsel in connection with the attendant negotiations whether or not the transaction is carried to a successful conclusion.

The Applicant further understands and agrees with the Agency as follows:

- 1. Annual Sales Tax Filings. In accordance with Section 858-b(2) of the New York General Municipal Law, the Applicant understands and agrees that, if the Project receives any sales tax exemptions as part of the Financial Assistance from the Agency, in accordance with Section 874(8) of the General Municipal Law, the Applicant agrees to file, or cause to be filed, with the New York State Department of Taxation and Finance, the annual form prescribed by the Department of Taxation and Finance, describing the value of all sales tax exemptions claimed by the Applicant and all consultants or subcontractors retained by the Applicant.
- 2. Annual Employment, Tax Exemption & Bond Status Reports. The Applicant understands and agrees that, if the Project receives any Financial Assistance from the Agency, the Applicant agrees to file, or cause to be filed, with the Agency, on an annual basis, reports regarding the number of people employed at the project site as well as tax exemption benefits received with the action of the Agency. For Applicants not responding to the Agency's request for reports by the stated due date, a \$500 late fee will charged to the Applicant for each 30-day period the report is late beyond the due date, up until the time the report is submitted. Failure to provide such reports as provided in the transaction documents will be an Event of Default under the Lease (or Leaseback) Agreement between the Agency and Applicant. In addition, a Notice of Failure to provide the Agency with an Annual Employment, Tax Exemption & Bond Status Report may be reported to Agency board members, said report being an agenda item subject to the Open Meetings Law.
- 3. **Absence of Conflict of Interest**. The Applicant has consulted the Agency website of the list of the Agency members, officers and employees of the Agency. No member, officer, or employee of the Agency has an interest, whether direct or indirect, in any transaction contemplated by this Application, except as herein after described (if none, state "none"):
- 4. Hold Harmless. Applicant hereby releases the Agency and its members, officers, servants, agents and employees from, agrees that the Agency shall not be liable for and agrees to indemnify, defend and hold the Agency harmless from and against any and all liability arising from or expense incurred by (A) the Agency's examination and processing of, and action pursuant to or upon, the attached Application, regardless of whether or not the Application or the Project described therein or the tax exemptions and other assistance requested therein are favorably acted upon by the Agency, (B) the Agency's acquisition, construction and/or installation of the Project described therein and (C) any further action taken by the Agency with respect to the Project; including without limiting the generality of the foregoing, all causes of action and attorneys' fees and any other expenses incurred in defending any suits or actions which may arise as a result of any of the foregoing. If, for any reason, the Applicant fails to conclude or consummate necessary negotiations, or fails, within a reasonable or specified period of time, to take reasonable, proper or requested action, or withdraws, abandons, cancels or neglects the Application, or if the Agency or the Applicant are unable to reach final

- agreement with respect to the Project, then, and in the event, upon presentation of an invoice itemizing the same, the Applicant shall pay to the Agency, its agents or assigns, all costs incurred by the Agency in the processing of the Application, including attorneys' fees, if any.
- 5. The Applicant acknowledges that the Agency has disclosed that the actions and activities of the Agency are subject to the Public Authorities Accountability Act signed into law January 13, 2006 as Chapter 766 of the 2005 Laws of the State of New York.
- 6. The Applicant acknowledges that the Agency is subject to New York State's Freedom of Information Law (FOIL). <u>Applicant understands that all Project information and records related to this application are potentially subject to disclosure under FOIL subject to limited statutory exclusions</u>.
- 7. The Applicant acknowledges that it has been provided with a copy of the Agency's recapture policy (the "Recapture Policy"). The Applicant covenants and agrees that it fully understands that the Recapture Policy is applicable to the Project that is the subject of this Application, and that the Agency will implement the Recapture Policy if and when it is so required to do so. The Applicant further covenants and agrees that its Project is potentially subject to termination of Agency financial assistance and/or recapture of Agency financial assistance so provided and/or previously granted.
- 8. The Applicant understands and agrees that the provisions of Section 862(1) of the New York General Municipal Law, as provided below, will not be violated if Financial Assistance is provided for the proposed Project:
  - § 862. Restrictions on funds of the agency. (1) No funds of the agency shall be used in respect of any project if the completion thereof would result in the removal of an industrial or manufacturing plant of the project occupant from one area of the state to another area of the state or in the abandonment of one or more plants or facilities of the project occupant located within the state, provided, however, that neither restriction shall apply if the agency shall determine on the basis of the application before it that the project is reasonably necessary to discourage the project occupant from removing such other plant or facility to a location outside the state or is reasonably necessary to preserve the competitive position of the project occupant in its respective industry.
- 9. The Applicant confirms and acknowledges that the owner, occupant, or operator receiving Financial Assistance for the proposed Project is in substantial compliance with applicable local, state and federal tax, worker protection and environmental laws, rules and regulations.
- 10. The Applicant confirms and acknowledges that the submission of any knowingly false or knowingly misleading information may lead to the immediate termination of any Financial Assistance and the reimbursement of an amount equal to all or part of any tax exemption claimed by reason of the Agency's involvement the Project.
- 11. The Applicant confirms and hereby acknowledges that as of the date of this Application, the Applicant is in substantial compliance with all provisions of Article 18-A of the New York General Municipal Law, including, but not limited to, the provision of Section 859-a and Section 862(1) of the New York General Municipal Law.
- 12. The Applicant and the individual executing this Application on behalf of the Applicant acknowledge that the Agency will rely on the representations made herein when acting on this Application and hereby represent that the statements made herein do not contain any untrue statement of a material

fact and do not omit to state a material fact necessary to make the statements contained herein not misleading. STATE OF NEW YORK COUNTY OF ONEIDA ) ss.: LooF, being first duly sworn, deposes and says: 1. That I am the TRESIDENT (Corporate Office) of \_\_ (Applicant) and that I am duly SQ1 HOLDINGS, LLC authorized on behalf of the Applicant to bind the Applicant. 2. That I have read the attached Application, I know the contents thereof, and that to the best of my knowledge and belief, this Application and the contents of this Application are true, accurate and complete. Subscribed and affirmed to me under penalties of perjury CHRIS H. SIRIANO this 3 day of 15 WW , 20 20 Notary Public, State of New York No. 01SI6196843 Qualified in Oneida County My Commission Expires Nov. 17, 20 If the application has been completed by or in part by other than the person signing this application for the applicant please indicate who and in what capacity:

By:\_\_\_\_\_

Date:

Return the original signed and notarized application and two copies with a check in the amount of \$1500.00 made payable to: **Oneida County Industrial Development Agency (OCIDA)**, 584 Phoenix Drive, Rome, New York 13441-1405, Attn.: Shawna M. Papale, Executive Director. \$1000 will be applied at closing against the IDA closing fee. In addition, please send an electronic version of the application (signed), and SEQR form (signed), to <a href="mailto:spapale@mvedge.org">spapale@mvedge.org</a>.

# **Agency Fee Schedule**

<u>Commitment Fee:</u> \$1,000 – due following the initial inducement but prior to scheduling of the public hearing; this amount is non-refundable if the applicant fails to close on the project before the IDA. Upon closing with the IDA this amount is applied to the closing fees.

Bond Fees: ½ of 1% of total bond amount

# IDA Agency Fee: PILOT, Mortgage Recording Exemption, Sales Tax Exemption:

- O Up to a \$1.0 Million project \$5,000
- o Above \$1.0 Million project up to \$10.0 Million project − ½ of 1% of total project cost.
- O Above \$10.0 Million project − ½ of 1% of total project cost up to \$10.0 Million plus incremental increase of ¼ of 1% of total project above \$10.0 Million.

# Transaction Counsel/Agency Counsel fee:

Set by Bond/Transaction Counsel based upon the nature and complexity of the transaction. This applies to bond and non-bond transactions (leasebacks, sale-leasebacks, etc).

Transaction Counsel/Agency Counsel fees for bond transactions typically will not exceed 2% of the bond amount or project costs. Transaction Counsel/Agency Counsel fees for a sale-leaseback/lease-leaseback transaction are typically \$8,500 to \$10,000 if no commercial financing is involved or \$10,000 to \$12,000 if commercial financing is involved. You will receive an engagement letter with a quote based upon the scope of your project.

# Annual Fee:

For the term in which the property remains in the IDA's name, an annual lease payment is due in the amount of \$750. The first payment is due at closing and subsequent payments are due each January 1. For annual fees not paid and delinquent, a late charge of \$50 per month will be levied until such time the fee plus late charges are paid.

#### Other fees:

If Applicant requests the IDA enter into subsequent transactions following closing (i.e., a facility refinance), the IDA will charge a closing fee equal to 1/8 of one percent of the total reissuance, redemption, new or revised mortgage, refinancing, spreading agreement or other transaction with a minimum payment due of \$500. Applicant will also be responsible to pay any legal fees the IDA incurs in connection with said transaction.

Revised 7-12-16

Please complete EITHER a Short Environmental Assessment Form (EAF) or Full Environmental Assessment Form (EAF) and submit the applicable form with your application. Consult with your project engineer or architect if you have any questions which form is appropriate for your project.

# Short Environmental Assessment Form Part 1 - Project Information

# Instructions for Completing

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

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

Part 1 - Project and Sponsor Information Square One Coating Systems, LLC/ SQ1 Holdings, LLC								
Name of Action or Project: Square One Expansion								
Project Location (describe, and attach a location map):  170 Base Road, Oriskany, NY 13424 Tax Map 290.000-2-10								
Brief Description of Proposed Action:  15,000 SF addition onto west side (back) of current 14,000 SF building to allow for expanded production and hiring.								
Name of Applicant or Sponsor:  SQ1 Holdings, LLC  Telephone: 315-790-5921  E-Mail: Hoydiges 1 plaling.com								
Address: 170 Base Road								
City/PO: Oriskany		State: NY		ip Code: 3424				
1. Does the proposed action only involve the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation?  If Yes, attach a narrative description of the intent of the proposed action and the environmental resources that may be affected in the municipality and proceed to Part 2. If no, continue to question 2.								
2. Does the proposed action require a permit, approval or funding from any other governmental Agency? If Yes, list agency(s) name and permit or approval:  Building Permit from Whitestown								
3.a. Total acreage of the site of the proposed action?  b. Total acreage to be physically disturbed?  c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor?  5.5 acres  acres  acres								
4. Check all land uses that occur on, adjoining and near the proposed action.  Urban Rural (non-agriculture) Industrial Commercial Residential (suburban)  Forest Agriculture Other (specify):  Parkland								

5. Is the proposed action,	NO	YES	N/A
a. A permitted use under the zoning regulations?		X	
b. Consistent with the adopted comprehensive plan?		X	
6. Is the proposed action consistent with the predominant character of the existing built or natural		NO	YES
landscape?			X
7. Is the site of the proposed action located in, or does it adjoin, a state listed Critical Environmental Ar	ea?	NO	YES
If Yes, identify:		X	
8. a. Will the proposed action result in a substantial increase in traffic above present levels?		NO	YES
		X	
b. Are public transportation service(s) available at or near the site of the proposed action?			X
c. Are any pedestrian accommodations or bicycle routes available on or near site of the proposed act	ion?	X	
9. Does the proposed action meet or exceed the state energy code requirements?  If the proposed action will exceed requirements, describe design features and technologies:		NO	YES
If the proposed action will exceed requirements, describe design features and technologies:			X
10. Will the proposed action connect to an existing public/private water supply?	==	NO	YES
If No, describe method for providing potable water:			
			X
11. Will the proposed action connect to existing wastewater utilities?		NO	YES
If No, describe method for providing wastewater treatment:			x
		ш	
12. a. Does the site contain a structure that is listed on either the State or National Register of Historic		NO	YES
Places?		X	
b. Is the proposed action located in an archeological sensitive area?		X	
13. a. Does any portion of the site of the proposed action, or lands adjoining the proposed action, contain	n	NO	YES
wetlands or other waterbodies regulated by a federal, state or local agency?	9	Х	
b. Would the proposed action physically alter, or encroach into, any existing wetland or waterbody? If Yes, identify the wetland or waterbody and extent of alterations in square feet or acres:		X	
	<del></del>		
14. Identify the typical habitat types that occur on, or are likely to be found on the project site. Check al	1 that ar	mlere	
Shoreline Forest Agricultural/grasslands Early mid-succession.		ppry.	
☐ Wetland ☐ Urban ☐ Suburban			
15. Does the site of the proposed action contain any species of animal, or associated habitats, listed		NO	YES
by the State or Federal government as threatened or endangered?		X	
16. Is the project site located in the 100 year flood plain?		NO	YES
		X	
17. Will the proposed action create storm water discharge, either from point or non-point sources?		NO	YES
If Yes,  a. Will storm water discharges flow to adjacent properties?  NO YES			
b. Will storm water discharges be directed to established conveyance systems (runoff and storm drain If Yes, briefly describe:  NO YES  Be directed to a swale and to ditch beside road	s)?		
		- 1	

18. Does the proposed action include construction or other activities that result in the impoundment of	NO	YES
water or other liquids (e.g. retention pond, waste lagoon, dam)?		
If Yes, explain purpose and size:		
	x	
	NO	TIDG
19. Has the site of the proposed action or an adjoining property been the location of an active or closed	NO	YES
solid waste management facility?		
If Yes, describe:	$\nabla$	
	الكيا	ш
20. Has the site of the proposed action or an adjoining property been the subject of remediation (ongoing or	NO	YES
completed) for hazardous waste?		
If Yes, describe: Phase II remediation occured on the site before the previous owner purchased the site.		[V]
	ш	
I AFFIRM THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE E	ECT O	E MX
KNOWLEDGE	ESI U	L MII
KNOWLEDGE		
Applicant/sponsor name: Floyd Ploof Date: 7/30/20		
Signature: Signature:		
The state of the s		

ONEIDA COUNTY INDUSTRIAL DEVELOPMENT AGENCY COST/BENEFIT ANALYSIS

Required by §859-a(3) of the New York General Municipal Law Square One Expansion

3-Aug-20

Name of Applicant: SQ1 Holdings, LLC Description of Project: Building Expansion & equipping Name of All Sublessees or Other Occupants of Square One Coating Systems, LLC Facility: Principals or Parent of Applicant: Lloyd Ploof, 100% owner of both applicant and occupant Products or Services of Applicant to be produced Metal Finishing or carried out at facility: Estimated Date of Completion of Project: Apr-21 Type of Financing/ Structure: Tax-Exempt Financing Taxable Financing Sale/ Leaseback Other Type of Benefits being Sought by Applicant: Taxable Financing Tax-Exempt Bonds Sales Tax Exemption on Eligible Expenses Until Completion Mortgage Recording Tax Abatement Real Property Tax Abatement

# Project Costs

Land Acquisition
Existing Building(s) ACQUISITION
Existing Building(s) RENOVATOIN
NEW Building(s) CONSTRUCTION
Installation Costs
Site Preparation/Parking Lot Construction
Machinery & Equipment (other than furniture)
Furniture & Fixtures
Architectural & Engineering
Legal Fees (applicant, IDA, bank, other counsel)
Financial (all costs related to project financing)
Permits
Other
Agency Fee

\$ -
\$
\$ •
\$ 300,000
\$ 
\$ 25,000
\$ 95,000
\$ 5,000
\$ 40,000
\$ 7,000
\$ 3,000
\$ 1,000
\$ 
\$ 5,000
\$ 481,000

Soft costs associated with development & leasing

#### Assistance Provided by the Following:

TOTAL COST OF PROJECT

EDGE Loan: MVEDD Loan:

Grants - Please indicate source & Amount: Other Loans - Please indicate source & Amount:

\$ 

#### Company Information

#### Average Salary of these **Positions**

Existing .	lobs
------------	------

Created Jobs FTE (over three years) Retained Jobs

23
6
23

\$ 40,348
\$ 32,000
\$ 40,348

#### Earnings Information for Oneida County

Average Salary of Direct Jobs for Applicant Average of County Indirect Jobs

Average of Construction Jobs

\$ 40,348
\$ 25,000
\$ 32,000

Note: \$1,000,000 in construction expenditures generates 15 person - years of employment

Construction Person Years of Employment:

 	 Polocia	- ,
		_
		- 2

#### Calculation of Benefits (3 Year Period)

Total Earnings

#### Revenues

Direct Jobs

Created \$ 726,264 Existing \$ 2,784,012.00

\$	30,866	
S	118.320.51	

Indirect Jobs

Created \$ Existing 1,125,000 4312500

\$ 47,813
183281 25

Construction - only one year

Person Years \$ 52,000 \$

2,210

TOTALS Calculation of Benefits (3 Yr Period)

8,999,776

382,490

#### **TAXABLE GOODS & SERVICES**

	Spending Rate	Expenditures	State & Local Sales Tax Revenues
Direct Jobs Creat Existi		\$ 261,455 \$ 1,002,244,32	\$ 25,492 \$ 97,719
Indirect Jobs Creat Existi		\$ 405,000 \$ 1,552,500.00	\$ 39,488 \$ 151,369
Construction - only one year Person Yea	ars 0,36	\$ 18,720	\$ 1,825
TOTAL TAXABLE GOODS & SERVICES  Local (3 year) real property tax benefit (assuming with an average assessment of \$80,000 and the results of \$80,000 and the	60% of jobs existing an	\$ 3,239,919  Indicreated own a residence) Ingicreated pay real property	\$ 315,892
taxes through rent based on an average assessment ax Rate for School District where facility is located to the control of the		31,41	Municipality Oriskany est.20-21
Tax Rate for Municipality where facility is located: Tax Rate for County:		3.97 10.444547	Whitestown 2020 Oneida 2020
Real Property Taxes Pai	Total Rate: d: \$ 90,366	45.824547	

#### **COSTS: IDA BENEFITS**

Real Property Taxes Abatement
Mortgage Tax Abated (.75%)
Estimated Sales Tax Abated During Construction Period (8.75%)
Total:

\$ 60,514
\$ 3,375
\$ 8,750
\$ 72,639

NOTE: If there is a tax-exempt financing of all or a portion of the project cost, there is a neutral cost/benefit because of lower interest rates by reason of exclusion of interest from gross income of bondholders for purposes of Federal and State income taxes. Taxable financing carries the same cost/benefit for State Income Tax purposes. Such cost/benefits cannot be quantified.