

ROBERT M. PALMIERI  
CHAIRMAN

BRIAN THOMAS, AICP  
EXECUTIVE DIRECTOR

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## **Urban Renewal Agency Meeting Agenda February 11, 2021**

### **1. Call to Order**

### **2. Approval of Agency Minutes** **December 30, 2020**

### **3. New Business** Transfer of Funds Scheduling of Public Hearing Adoption of 2021-2022 URA Budget

### **4. Executive Session**

### **5. Adjournment**



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# CITY OF UTICA

## URBAN RENEWAL AGENCY

### CITY OF UTICA URBAN RENEWAL AGENCY MEETING MINUTES –December 30, 2020 1 KENNEDY PLAZA, UTICA, NEW YORK 13502

**MEMBERS ATTENDING:** Mayor Robert M. Palmieri, Councilman Robert Burmaster, Councilman Joseph Betrus, Lonnie Jenkins, Michael Mahoney, Fred Matrulli, Marques Phillips

**OTHERS ATTENDING:** Brian Thomas, Gene Allen, Assistant Corporation Council Kate Hartnett, Assistant Corporation Council Merima Smajic, Becky Carlson St. Clair and Greg Handberg representing Artspace

**EXCUSED:**

**CALL TO ORDER:** By Brian Thomas at 9:36 AM

**ITEM #1 Approval of Agency Minutes**

Michael Mahoney made a motion to approve the minutes from the September 24, 2020 URA meeting. The motion was seconded by Councilman Joseph Betrus and passed unanimously.

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**Old Business**

No Old Business

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**New Business**

**ITEM #2 Approve option for portion of 265 Genesee Street to Artspace Projects, Inc**

Artspace has been working cooperatively with the City of Utica to determine whether there is a market for affordable housing for artists within the City. With funding from the City and The Community Foundation of Herkimer & Oneida Counties, Artspace conducted a feasibility study as well as a market study in recent years; those studies determined that there is a market for roughly 30 to 40 live/work units.

Working with the City, Artspace identified the western portion of 265 Genesee Street (aka the Car Park parking lot next to the Stanley Theatre) as its preferred location to construct a new mixed-use building that will offer commercial space on the ground floor and live/work apartments on the upper floors.

As part of that LIHTC application, Artspace must show evidence of site control; the proposed option to purchase the portion of the lot in question provides sufficient evidence of such control for the purposes of the application. The option is contingent upon Artspace securing all necessary funding for the construction of the building

Mayor Robert M. Palmieri made a motion to approve the option to purchase this portion of the parking lot at 265 Genesee St. The motion was seconded by Michael Mahoney and passed unanimously.

**ITEM #3      Approval of site plan for 117 Business Park Drive**

The property located at 117 Business Park Drive was recently purchased by Burrstone Road Associates, LLC. The existing 80,100 square foot building will be substantially renovated (interior and exterior) for utilization by the Slocum Dickson Medical Group as an outpatient medical facility. The existing site will be restored with parking areas re-surfaced and site landscaping added. In addition, a second curb cut onto Business Park Drive is proposed along with an expansion of the existing parking lot and a covered portico will be constructed for drop-offs will be added at the building's new public entry on the west side of the building.

The Plan requires that any changes to properties within the Park be approved by the Planning Board and the Urban Renewal Agency. The Planning Board granted Site Plan approval earlier this month.

Michael Mahoney made a motion to approve the plan for 117 Business Park Drive. The motion was seconded by Fred Matrulli and passed unanimously.

**ITEM #4 Adjournment**

Mike Mahoney made a motion to adjourn the meeting at 10:45 AM. The motion was seconded by Marques Phillips and passed unanimously.

Respectfully submitted this 30th day of December, 2020 Gene A. Allen

## **Transfer of Funds**

The following transfer needs Agency approval:

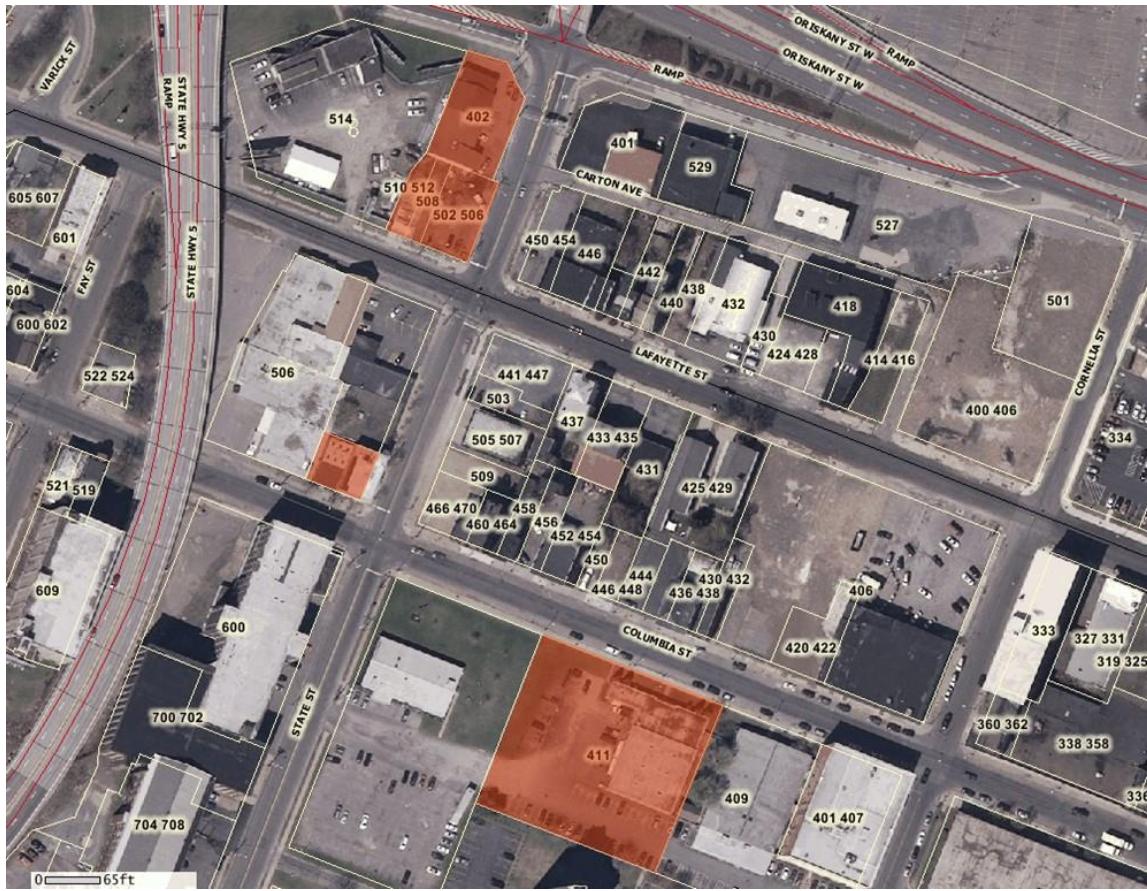
|       |             |          |          |
|-------|-------------|----------|----------|
| From: | CU58620.422 | Electric | \$250.00 |
| To:   | CU58620.463 | Fuel     | \$250.00 |

Transfer within cost centers to cover mileage re-imbursement for Paul Buckley and fuel charges for URA car through the end of the current fiscal year.

## **Scheduling of Public Hearing**

Consideration of a resolution (see attached) to schedule a public hearing in contemplation of the use of eminent domain for a number of parcels necessary to complete the MVHS project in Downtown. The properties include:

- County tax id #'s 318.33-3-15, 16, 18, and 19 - more commonly referred to as 402 and 502-506 State Street and 508 and 510-512 LaFayette Street.
- County tax id # 318.41-2-38 - more commonly referred to as 411 Columbia Street.
- County tax id # 318.33-3-11 - more commonly referred to as 500-504 Columbia Street.



## **Adoption of 2021-2022 URA Budget**

See attached

**CITY OF UTICA, NEW YORK**

**URBAN RENEWAL AGENCY**

**RESOLUTION No. 2021—**

**Board Member offered the following:**

**A Resolution Authorizing the Utica Urban Renewal Agency to Schedule a Public Hearing Under Eminent Domain Procedure Law and New York Municipal Law**

**WHEREAS**, the Utica Urban Renewal Agency (“UURA”) was established to accomplish the purposes set forth in General Municipal Law Articles 15 (Urban Renewal) and 15-A (Municipal Urban Renewal Agencies Organization and Powers), and New York State Constitution Article 18 (Housing), including, among other things, provide access for individuals, businesses, community organizations and other developers interested in redeveloping tax foreclosed, abandoned and distressed properties acquired by the City of Utica; and

**WHEREAS**, the UURA approved on September 21, 1991, its Urban Renewal Plan for the Utica Downtown Development Project Area (the “Plan”) as one of the frameworks for accomplishing new and restored urban development in the Columbia-Elizabeth-State-Oriskany-Charlotte area of downtown Utica (the “Project Area”); and

**WHEREAS**, the purpose of the Plan includes regional planning, design and construction of public improvements and amenities and the enabling of concerted actions by the City of Utica and other public and private sector interests to revitalize the Project Area through policies that foster new investment within downtown Utica; and

**WHEREAS**, the UURA, acting as an extension of the City of Utica, is authorized under Article 15-A of the New York General Municipal Law (the “GML”) to utilize, among other methods, condemnation proceedings in the acquisition of property in furtherance of and subject to the Plan; and

**WHEREAS**, under the GML and associated plans, including the Plan, the UURA can exercise its power of eminent domain, with or without tangible physical blight, for the removal of blight and blighting influences, or if otherwise incidental to an urban renewal plan; and

**WHEREAS**, in light of the growing demand for healthcare due to the rapidly increasing and aging population of the City of Utica, the City of Utica and UURA have determined that the construction and development of a new, state-of-the-art hospital facility and related infrastructure, including parking facilities (the “Project”), within the City of Utica to be owned and operated by Mohawk Valley Health System (“MVHS”) will provide substantial benefit to and be in the best interest of the public, while in furtherance of the Plan; and

**WHEREAS**, for this Type 1 SEQRA Action, the City of Utica Planning Board as SEQRA lead agency adopted a Draft and Final Environmental Impact Statement evaluating the potential environmental impacts of the hospital facility and all of its components, including the impact of the hospital facility on the environment and the possibility that powers of eminent domain may need to be used to address the blight in this area of the City by facilitating the hospital project; and

**WHEREAS**, the City of Utica Planning Board, as SEQRA lead agency, adopted a Statement of Findings, determining that consistent with social, economic and other essential considerations from among the

reasonable alternatives available, the hospital project avoids or minimizes adverse environmental impacts to the maximum extent practicable, and that adverse environmental impacts will be avoided or minimized to the maximum extent practicable by incorporating as conditions to the decision those mitigative measures that were identified as practicable--all in compliance with Section 617.11 of the SEQRA regulations; and

**WHEREAS**, UURA was an involved agency with respect to the Planning Board's SEQRA review and will be issuing a SEQRA Statement of Findings prior to making a determination on the eminent domain; and

**WHEREAS**, the DEIS, the FEIS and SEQRA Findings Statement identified the Project Area as blighted and economically underutilized as presently constituted, as more particularly explained in those documents, which are incorporated by reference herein; and

**WHEREAS**, 500 Columbia Street, LLC ("500 Columbia") owns a ± .094-acre parcel of property along Columbia Street commonly referred to as 500-504 Columbia Street, tax map parcel 318.33-3-11 (the "500 Columbia Parcel"); and

**WHEREAS**, JP O'Brien Plumbing & Heating Supply, Inc. ("JP O'Brien") owns a ± 1.09-acre parcel of property along Columbia Street commonly referred to as 411 Columbia Street, tax map parcel 318.41-2-38 (the "JP O'Brien Parcel"); and

**WHEREAS**, Michael J. Maugeri and Thomas V. Maugeri (together, "Maugeri") own ± .426-acres of property along State and LaFayette Streets commonly referred to as 502-506 and 402 State Street and 510-512 and 508 LaFayette Street, tax map parcels 318.33-3-15, 318.33-3-16, 318.33-3-18, and 318.33-3-19 (together, the "Maugeri Parcels"); and

**WHEREAS**, the 500 Columbia Parcel, the JP O'Brien Parcel and the Maugeri Parcels (collectively, the "Parcels") are within the Project Area and UURA is desirous of acquiring the Parcels in furtherance of the Project and its Plan; and

**WHEREAS**, the Parcels are located within a federally designated "Historically Underutilized Business" ("HUB") zone and an area of Downton Utica that has been underutilized and blighted for almost thirty years; and

**WHEREAS**, at its March 26, 2020 meeting, the UURA Board authorized the procurement of appraisals and the commencement of negotiations as a means to acquire the Parcels in furtherance of the Project; and

**WHEREAS**, UURA engaged and received appraisals of the Parcels from Stropp Appraisal, of 9535 Money Road, Beaverton, New York 13029, and, based upon such appraisals of the Parcels (each an "Appraisal" and, together, the "Appraisals"), UURA attempted to negotiate with the owners of the Parcels; and

**WHEREAS**, by letter dated as of September 4, 2020, UURA offered 500 Columbia \$220,000.00 to acquire the 500 Columbia Parcel, which amount represents the full fair market value of the 500 Columbia Parcel according to the Appraisal; and

**WHEREAS**, by letter dated as of September 4, 2020, UURA offered JP O'Brien \$685,000.00 to acquire the JP O'Brien Parcel, which amount represents the full fair market value of the JP O'Brien Parcel according to the Appraisal; and

**WHEREAS**, by letter dated as of September 4, 2020, UURA offered Maugeri \$370,000.00 to acquire the Maugeri Parcels, which amount represents the full fair market value of the Maugeri Parcels according to the Appraisal; and

**WHEREAS**, it has become clear to UURA that acquisition of the Parcels through negotiation will continue to be difficult, and UURA now wishes to examine the acquisition by eminent domain of the Parcels and all attendant and related interests therein; and

**WHEREAS**, the UURA believes that the potential acquisition of the Parcels would further its interests and would achieve the following public purposes and benefits of the Enabling Statute: accommodate economic development and revitalize a blighted area within its statutory footprint.

**THEREFORE, BE IT RESOLVED**, Utica Urban Renewal Agency is hereby authorized to examine the acquisition of these desired properties by negotiation or condemnation; and be it

**RESOLVED**, that the UURA hereby establishes and declares its intent, subject to compliance with all applicable laws, rules and regulations including but not limited to, the Eminent Domain Procedure Law (“EDPL”), to initiate the process of acquiring the Parcels through the potential exercise of its power of eminent domain; and be it

**RESOLVED**, that the Chairman or his/her designee is hereby authorized to proceed to take those steps necessary or appropriate to assist the UURA to determine, subject to the applicable requirements of the EDPL and, including but not limited to, scheduling a public hearing pursuant to EDPL Article 2 to be located at \_\_\_\_\_ on \_\_\_\_\_, 2021, whether to proceed with acquisition of the Parcels by condemnation; and be it

**RESOLVED**, that the public hearing shall be conducted virtually in accordance and compliance with Executive Orders of the Governor of New York State numbers 202.87 and 202.91.

**RESOLVED**, that the Chairman or his/her designee is further hereby authorized and directed to take, or to cause to be taken, such actions as are necessary or appropriate to evaluate the acquisition of the Parcels; and be it further

**RESOLVED**, that this Resolution shall take effect immediately.

Approved as to form this  
\_\_\_\_ day of \_\_\_\_\_, 2021:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

# **URBAN RENEWAL FUND ESTIMATED REVENUES**

## 2021 - 2022 CITY OF UTICA BUDGET

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|                                    |        |                                 |                                 |                                 |                                | February 1, 2021<br>2020-2021<br>YEAR-TO-DATE<br>ACTUAL |               | 2021-2022<br>DEPARTMENT<br>REQUEST | 2021-2022<br>MAYOR<br>PROPOSED | 2021-2022<br>E & A<br>APPROVED | 2021-2022<br>COUNCIL<br>APPROVED |
|------------------------------------|--------|---------------------------------|---------------------------------|---------------------------------|--------------------------------|---|---------------|------------------------------------|--------------------------------|--------------------------------|----------------------------------|
|                                    |        | 2017-2018<br>ACTUAL<br>RECEIVED | 2018-2019<br>ACTUAL<br>RECEIVED | 2019-2020<br>ACTUAL<br>RECEIVED | 2020-2021<br>REVISED<br>BUDGET |   |               |                                    |                                |                                |                                  |
| <b>URBAN RENEWAL REVENUE</b>       |        |                                 |                                 |                                 |                                |   |               |                                    |                                |                                |                                  |
| CU400                              | 128901 | DEVELOPER FEES                  | 52,000                          | 32,620                          | 20,000                         | 19,000  | -             | 12,500                             | 12,500                         | -                              | -                                |
| CU400                              | 128902 | TRANSACTION FEES                | -                               | -                               | -                              | 310,000   | -             | -                                  | -                              | -                              | -                                |
| CU400                              | 240101 | INTEREST EARNINGS               | 1,584                           | 1,220                           | 1,233                          | 250   | 884           | 300                                | 300                            | -                              | -                                |
| CU400                              | 240102 | LOAN INTEREST                   | (5,250)                         | -                               | -                              | -   | -             | -                                  | -                              | -                              | -                                |
| CU400                              | 240103 | TRAMOTANE TAXES                 | 6,300                           | 9,281                           | 3,746                          | -   | 9,890         | -                                  | -                              | -                              | -                                |
| CU400                              | 240104 | TRAMOTANE RENT                  | 8,856                           | 2,683                           | 7,984                          | 11,000  | 2,660         | 12,000                             | 12,000                         | -                              | -                                |
| CU400                              | 241001 | RENTAL OF PROPERTY              | 18,679                          | 3,993                           | 9,380                          | 2,000   | 18,523        | -                                  | -                              | -                              | -                                |
| CU400                              | 266001 | SALE OF PROPERTY                | 410,241                         | 367,016                         | 657,167                        | 525,000   | -             | 550,000                            | 550,000                        | -                              | -                                |
| CU400                              | 270101 | REFUND OF PRIOR YEARS' EXPEND.  | 10,300                          | 1,631                           | -                              | -   | -             | -                                  | -                              | -                              | -                                |
| CU400                              | 277001 | MISCELLANEOUS REVENUE           | 504                             | -                               | 639                            | 500   | 4,959         | 3,954                              | 3,954                          | -                              | -                                |
| CU400                              | 277002 | ADVERTISING REVENUE             | -                               | 3,400                           | 600                            | 2,000   | 900           | 700                                | 700                            | -                              | -                                |
| CU400                              | 277003 | COMPLETION CERTIFICATES         | 4,550                           | 2,651                           | 2,800                          | 1,250   | 2,500         | 1,000                              | 1,000                          | -                              | -                                |
| CU400                              | 96000  | APPROPRIATION OF FUND BALANCE   | -                               | -                               | -                              | -   | -             | -                                  | -                              | -                              | -                                |
| <b>TOTAL URBAN RENEWAL REVENUE</b> |        |                                 | <b>507,764</b>                  | <b>424,495</b>                  | <b>703,549</b>                 | <b>871,000</b>  | <b>40,316</b> | <b>580,454</b>                     | <b>580,454</b>                 | -                              | -                                |
| <b>GRAND TOTAL</b>                 |        |                                 | <b>507,764</b>                  | <b>424,495</b>                  | <b>703,549</b>                 | <b>871,000</b>  | <b>40,316</b> | <b>580,454</b>                     | <b>580,454</b>                 | -                              | -                                |

# **URBAN RENEWAL FUND ESTIMATED EXPENDITURES**

## 2021 - 2022 CITY OF UTICA BUDGET

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| URBAN RENEWAL AGENCY              |     |                      | 2018-2018<br>ACTUAL<br>EXPENDED | 2018-2019<br>ACTUAL<br>EXPENDED | 2019-2020<br>ACTUAL<br>EXPENDED | 2020-2021<br>REVISED<br>BUDGET | February 1, 2021<br>2020-2021<br>YEAR-TO-DATE<br>ACTUAL | 2021-2022<br>DEPARTMENT<br>REQUESTED | 2021-2022<br>MAYOR<br>PROPOSED | 2021-2022<br>E & A<br>APPROVED | 2021-2022<br>COUNCIL<br>APPROVED |
|-----------------------------------|-----|----------------------|---------------------------------|---------------------------------|---------------------------------|--------------------------------|---|--------------------------------------|--------------------------------|--------------------------------|----------------------------------|
| <b>URBAN RENEWAL EXPENDITURES</b> |     |                      |                                 |                                 |                                 |                                |   |                                      |                                |                                |                                  |
| CU58620                           | 101 | SALARIES             | 152,638                         | 100,414                         | 120,918                         | 111,483                        | 53,267  | 121,483                              | -                              | -                              |                                  |
| CU58620                           | 201 | OFFICE EQUIPMENT     | -                               | -                               | -                               | 500                            | -   | -                                    | -                              | -                              |                                  |
| CU58620                           | 202 | OTHER EQUIPMENT      | 1,075                           | 107                             | 350                             | 500                            | 46  | 500                                  | -                              | -                              |                                  |
| CU58620                           | 203 | AUTO EQUIPMENT       | 14,798                          | -                               | -                               | -                              | -   | -                                    | -                              | -                              |                                  |
| CU8620                            | 206 | COMPUTER SOFTWARE    | -                               | -                               | -                               | -                              | -   | -                                    | -                              | -                              |                                  |
| CU58620                           | 211 | CAPITAL OUTLAY       | -                               | -                               | 142,662                         | 190,700                        | 56,992  | -                                    | -                              | -                              |                                  |
| CU58620                           | 214 | COMPUTER EQUIPMENT   | -                               | -                               | 912                             | 2,000                          | -   | -                                    | -                              | -                              |                                  |
| CU58620                           | 216 | PROPERTY ACQUISITION | -                               | -                               | -                               | -                              | 7,057   | 75,000                               | -                              | -                              |                                  |
| CU58620                           | 401 | OFFICE SUPPLIES      | -                               | -                               | -                               | -                              | 3,954   | -                                    | -                              | -                              |                                  |
| CU58620                           | 402 | OTHER SUPPLIES       | 4,004                           | 6,309                           | 5,067                           | 5,500                          | -   | 2,500                                | -                              | -                              |                                  |
| CU58620                           | 403 | POSTAGE              | 370                             | 157                             | 74                              | 100                            | 23  | 100                                  | -                              | -                              |                                  |
| CU58620                           | 404 | PRINTING             | 33                              | -                               | 66                              | 150                            | -   | 150                                  | -                              | -                              |                                  |
| CU58620                           | 407 | ADVERTISING          | 15,886                          | 15,109                          | 15,976                          | 17,000                         | 12,036  | 17,000                               | -                              | -                              |                                  |
| CU58620                           | 408 | EDUCATION & TRAINING | -                               | 260                             | -                               | -                              | -   | -                                    | -                              | -                              |                                  |
| CU58620                           | 409 | TRAVEL               | -                               | 261                             | -                               | -                              | -   | -                                    | -                              | -                              |                                  |
| CU58620                           | 421 | HEAT                 | 16,726                          | 13,328                          | 14,315                          | 12,000                         | 2,754   | 12,000                               | -                              | -                              |                                  |
| CU58620                           | 422 | ELECTRIC             | 9,919                           | 3,682                           | 2,889                           | 9,000                          | 2,743   | 9,000                                | -                              | -                              |                                  |
| CU58620                           | 423 | TELEPHONE            | 928                             | 887                             | 647                             | 1,000                          | -   | 1,000                                | -                              | -                              |                                  |
| CU58620                           | 424 | WATER                | 1,312                           | 632                             | 658                             | 700                            | 548   | 800                                  | -                              | -                              |                                  |
| CU58620                           | 431 | INSURANCE            | 26,518                          | 32,246                          | 26,052                          | 30,000                         | 19,320  | 22,000                               | -                              | -                              |                                  |
| CU58620                           | 433 | DEMOLITIONS          | -                               | -                               | -                               | 150,000                        | 11,816  | 54,000                               | -                              | -                              |                                  |
| CU58620                           | 441 | CONTRACTED SERVICES  | 15,512                          | 143,838                         | 44,152                          | 30,000                         | 25,047  | 50,450                               | -                              | -                              |                                  |
| CU58620                           | 444 | LEGAL                | 29,001                          | 3,232                           | 36,901                          | 160,000                        | 9,594   | 80,000                               | -                              | -                              |                                  |

## 2021 - 2022 CITY OF UTICA BUDGET

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| URBAN RENEWAL AGENCY                     |     | 2018-2018<br>ACTUAL<br>EXPENDED | 2018-2019<br>ACTUAL<br>EXPENDED | 2019-2020<br>ACTUAL<br>EXPENDED | 2020-2021<br>REVISED<br>BUDGET | February 1, 2021<br>2020-2021<br>YEAR-TO-DATE<br>ACTUAL | 2021-2022<br>DEPARTMENT<br>REQUESTED | 2021-2022<br>MAYOR<br>PROPOSED | 2021-2022<br>E & A<br>APPROVED | 2021-2022<br>COUNCIL<br>APPROVED |
|--|-----|---------------------------------|---------------------------------|---------------------------------|--------------------------------|---|--------------------------------------|--------------------------------|--------------------------------|----------------------------------|
| <b>URBAN RENEWAL EXPENDITURES CON'T.</b> |     |                                 |                                 |                                 |                                |   |                                      |                                |                                |                                  |
| CU58620                                  | 451 | RENTAL OR LEASE                 | -                               | 9,560                           | -                              | -   | -                                    | -                              | -                              | -                                |
| CU58620                                  | 461 | REPAIRS                         | 71,592                          | 1,411                           | 2,973                          | 7,000   | -                                    | 5,000                          | -                              | -                                |
| CU58620                                  | 462 | VEHICLE MAIN/REPAIRS            | 406                             | 56                              | -                              | 500   | 56                                   | 1,000                          | -                              | -                                |
| CU58620                                  | 463 | FUEL                            | 1,825                           | 2,071                           | 2,727                          | 2,000   | 1,643                                | 2,000                          | -                              | -                                |
| CU58620                                  | 471 | MISCELLANEOUS                   | 18,078                          | 1,962                           | (6,901)                        | 1,143   | -                                    | -                              | -                              | -                                |
| CU58620                                  | 472 | INDIRECT COSTS                  | 97,000                          | 97,000                          | -                              | 97,000  | -                                    | 97,000                         | -                              | -                                |
| CU58620                                  | 801 | RETIREMENT                      | 17,671                          | 13,657                          | 10,782                         | 9,000   | 5,968                                | 6,627                          | -                              | -                                |
| CU58620                                  | 802 | F.I.C.A.                        | 11,617                          | 7,677                           | 7,338                          | 9,500   | 4,075                                | 9,293                          | -                              | -                                |
| CU58620                                  | 803 | MEDICAL                         | 29,683                          | 10,687                          | 9,888                          | 20,224  | 49                                   | 10,000                         | -                              | -                                |
| CU58620                                  | 806 | WORKERS' COMPENSATION           | 3,875                           | 3,875                           | 17,808                         | 4,000   | 4,000                                | 3,551                          | -                              | -                                |
| <b>TOTAL URBAN RENEWAL EXPENDITURES</b>  |     | <b>540,463</b>                  | <b>468,418</b>                  | <b>456,254</b>                  | <b>871,000</b>                 | <b>220,988</b>  | <b>580,454</b>                       | <b>-</b>                       | <b>-</b>                       | <b>-</b>                         |
| <b>GRAND TOTAL</b>                       |     | <b>540,463</b>                  | <b>468,418</b>                  | <b>456,254</b>                  | <b>871,000</b>                 | <b>220,988</b>  | <b>580,454</b>                       | <b>-</b>                       | <b>-</b>                       | <b>-</b>                         |

**URBAN RENEWAL FUND  
TABLE OF ORGANIZATION**

## LOCATION CU58620 URBAN RENEWAL AGENCY SALARIES

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| HIRE DATE | GROUP | JOB                | JOB DESCRIPTION   | GRADE          | GRADE/STEP DATE | 2020-2021 SALARY | 2021-2022 SALARY | LONGEVITY AMOUNT |
|-----------|-------|--------------------|---|----------------|-----------------|------------------|------------------|------------------|
| 1/17/2012 | NONW  | 7601 ALLEN, GENE A | MARKETING DIRECTOR  |                | 4/1/2015        | 46,283           | 51,283           | -                |
|           | NONW  | 7603 VACANT        | SALES COORDINATOR   |                |                 | 43,358           | 43,358           | -                |
|           | NONW  | 8650               | SECRETARY   |                |                 | -                | -                | -                |
|           | NONW  | 8611               | ADMINISTATIVE AIDE  |                |                 | -                | -                | -                |
|           |       |                    |   |                |                 | 89,641           | 94,641           | -                |
|           |       |                    | ADD: CHARGEBACK OF SALARY FOR UED SECRETARY                 |                |                 | -                | 5,000            |                  |
|           |       |                    | ADD: 50% CHARGEBACK OF SALARY FOR DEVELOPMENT ADMINISTRATOR |                |                 | 21,842           | 21,842           |                  |
|           |       |                    |   | TOTAL SALARIES |                 | 111,483          | 121,483          |                  |