



# CITY OF UTICA

Utica Civic Development Corporation  
1 Kennedy Plaza, Utica, New York 13502  
(315)792-0195 fax: (315)797-6607

**ROBERT M. PALMIERI**  
MAYOR

VINCENT GILROY, JR.  
CHAIRMAN

JACK N. SPAETH  
EXECUTIVE DIRECTOR

March 22, 2023 9:00a.m.  
Utica Civic Development Corporation – Annual Meeting  
City Hall, 1 Kennedy Plaza, Utica

**Members Present:** Mark Curley, John Zegarelli, Emmett Martin

**Member Excused:** Vin Gilroy, John Buffa

**Also Present:** Jack Spaeth (Executive Director), Linda Romano (via phone) and Laura Ruberto (BS&K – Agency counsel)

**Others:**

**1) CALL MEETING TO ORDER:** The meeting was called to order by Mr. Curley at 9:03a.m.

**2) APPROVAL OF MINUTES:** A motion was made by Mr. Martin, seconded by Mr. Curley, to approve the minutes of the March 23, 2022 meeting. All in favor.

**3A) NEW BUSINESS: Confirmation of Officers**

Mr. Spaeth reviewed the slate of Officers for the 2023 year.

Chairman – Vincent Gilroy, Jr. (appointed by Mayor)

Vice-Chairman – Mark Curley

Treasurer – John Buffa

Secretary – Emmett Martin

Sergeant at Arms – John Zegarelli

Asst. Secretary/Treasurer – Jack Spaeth

Mr. Curley made a motion, seconded by Mr. Zegarelli to accept the slate of officers as stated. All in favor.

**3B) OLD BUSINESS: Ratification of 2022 actions**

Mr. Curley made a motion, seconded by Mr. Zegarelli to ratify all actions taken in 2022. All in favor.

**4A) NEW BUSINESS: Authorities Budget Office – Approval of ABO documents**

Mr. Spaeth having previously provided Agency members with the following documents: Annual, Procurement and Investment Reports, effectiveness of Internal Controls, Mission and Measurement Report and Operations and Accomplishments.

As such, Mr. Martin made a motion, seconded by Mr. Zegarelli to approve the ABO documents as

presented. All in favor.

**5) EXECUTIVE SESSION:** not entered into

**6) ADJOURNMENT:** There being no further business brought before the Agency, Mr. Curley made a motion to adjourn, seconded by Mr. Zegarelli and the meeting was adjourned at 9:08am.