



Cortland County

Industrial Development Agency

Minutes for the Cortland County Industrial Development Agency

September 8, 2026 – 12pm

40 Main Street, Suite A, 2nd Floor Cortland New York, 13405

Roll Call- Chairman McMahon called the meeting to order at 12pm

Mike McMahon	Chairman	Present
Clint Brooks	Vice Chairman	Present
Dr. Kathleen Burke	Secretary	Present
Deborah Hayden	Treasurer	Present
Patrick Quinn	Member	Present
William McGovern	Member	Absent
Jason Hage	Member	Absent
Melanie Vilardi	Executive Director	Present
Andrea Skeels	Chief Finance Officer	Present
Ashley Riehlman	Community Relations Specialist	Present

Approval of Minutes – August 10, 2026 – Chairman McMahon made a motion to accept the minutes as presented. Dr. Burke seconded. All voting in favor; None opposed.

New Business

1. 138 Central (DeVecchio) Final Inducement
 - a. Chairman McMahon made a motion to approve a final inducement resolution #2026-09-08-01; Dr. Burke seconded. All in favor; None opposed.
 - b. Chairman McMahon made a motion to approve a straight lease transaction resolution #2026-09-08-02. Mr. Brooks seconded; All in favor; None Opposed
2. 2027 Cortland County Industrial Agency Budget – CFO Andrea Skeels presented the 2027 IDA Budget. Chairman McMahon made a motion to adopt the budget as presented. Ms. Hayden seconded. All voting in favor; None opposed.
3. 5 Kennedy Parkway RFP bid acceptance – The board reviewed the bids received in response to the RFP for proposed renovations at 5 Kennedy Parkway. Following discussion, a motion was made to accept the bid made by Complete Construction Concepts in the amount of \$375,000 and authorize staff to proceed with the project in accordance with the RFP and accepted proposal.

Monthly Reports –

1. Finance Report
2. Director's Report

Adjourn – Chairman McMahon made a motion to adjourn the meeting at 12:16pm. Mr. Brooks seconded. All in favor; None opposed.



Cortland County

Industrial Development Agency

Minutes for the Cortland County Industrial Development Agency

August 10, 2026 – 12pm

40 Main Street, Suite A, 2nd Floor Cortland New York, 13405

Roll Call- Chairman McMahon called the meeting to order at 12:01pm

Michael McMahon	Chairman	Present
Clint Brooks	Vice Chairman	Present
Dr. Kathleen Burke	Secretary	Present
Deborah Hayden	Treasurer	Present
Patrick Quinn	Member	Present
William McGovern	Member	Present
Jason Hage	Member	Present
Melanie Vilardi	Executive Director	Present
Andrea Skeels	Chief Finance Officer	Present
Ashley Riehlman	Community Relations Specialist	Present

Also Present- Zoom: Marie Weiss, John Sidd, John DelVecchio, Jameson DelVecchio, Chloe Pruett, Ron Panasci, Carl Schmidt (Hancock Estabrook Environmental Attorney)

Approval of Minutes – July 13, 2026 - Chairman McMahon made a motion to accept the minutes as presented; Mr. McGovern seconded. all in favor; none opposed

New Business

1. **138 Central LLC** – 9 Units at 1342 Fisher Avenue, Cortlandville – John Delvecchio
 - a. **SEQR Resolution** – Chairman McMahon made a motion to accept resolution # 2026-08-10-01; Dr. Burke seconded. all in favor; none opposed
 - b. **Preliminary Inducement** – Chairman McMahon made a motion to accept resolution # 2026-08-10-02; Mr. Brooks seconded. all in favor; none opposed.
2. **Attorney Client Privilege Session** – Chairman McMahon made a motion to enter an attorney-client privileged session for the purpose of seeking and receiving confidential legal advice from counsel regarding a real estate transaction. Mr. Brooks seconded the motion at 12:14pm. Chairman McMahon made a motion to return to the open meeting at 12:39; Dr. Burke seconded. No action was taken during the attorney-client privileged session. Upon returning to open session a motion was made by Chairman McMahon authorizing Agency counsel to request a 5-month extension of the due diligence period under the pending real estate offer to provide sufficient time to complete a Phase II environmental site assessment of the property.
3. **AES Project Fee Payment Schedule-** The Board discussed the AES Solar PILOT project, which is anticipated to close on or before January 31, 2027. AES has requested the 1% project fee be paid in two (2) equal installments rather than in full at closing. Chairman McMahon made a motion to approve AES' request to pay the 1% project fee on a 50/50 payment schedule, with 50% being due at closing and the remaining 50% due at the start of construction on or before January 31, 2027. Ms. Hayden seconded. all in favor; none opposed.



Cortland County

Industrial Development Agency

Monthly Reports –

1. Finance Report
2. Director's Report

Adjourn – Chairman McMahon made a motion to adjourn the meeting at 12:46pm. Mr. Hage seconded; all in favor; none opposed.

A regular meeting of Cortland County Industrial Development Agency (the "Agency") was convened in public session at the offices of the Agency located at 40 Main Street, Suite A, in the City of Cortland, Cortland County, New York on September 8, 2026 at 12:00 o'clock p.m., local time.

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

PRESENT:

Michael McMahon	Chairman
Clinton Brooks	Vice Chairman
Kathleen Burke	Secretary
Deborah Hayden	Treasurer
Patrick Quinn	Member

ABSENT: William McGovern, Jason Hage

FOLLOWING PERSONS WERE ALSO PRESENT:

Melanie Vilardi	Executive Director
Andrea Skeels	Director of Finance and Project Development
Ashley Riehlman	Community Relations Specialist

The following resolution was offered by Michael McMahon, seconded by Kathleen Burke, to wit:

Resolution No.2026-09-08-01

**RESOLUTION FINALIZING THE PRELIMINARY
INDUCEMENT RESOLUTION FOR A CERTAIN
COMMERCIAL PROJECT FOR 138 CENTRAL LLC**

WHEREAS, Cortland County Industrial Development Agency (the "Agency") is authorized and empowered by the provisions of Chapter 1030 of the 1969 Laws of New York, constituting Title 1 of Article 18-A of the General Municipal Law, Chapter 24 of the Consolidated Laws of New York, as amended (the "Enabling Act") and Chapter 77 of the 1974 Laws of New York, as amended, constituting Section 902 of said General Municipal Law (said Chapter and the Enabling Act being hereinafter collectively referred to as the "Act") to promote, develop, encourage and assist in the acquiring, constructing, reconstructing, improving, maintaining, equipping and furnishing of commercial facilities, among others, for the purpose of promoting, attracting and developing economically sound commerce and industry to advance the job opportunities, health, general prosperity and

among others, for the purpose of promoting, attracting and developing economically sound commerce and industry to advance the job opportunities, health, general prosperity and economic welfare of the people of the State of New York, to improve their prosperity and standard of living, and to prevent unemployment and economic deterioration; and

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

WHEREAS, pursuant to an application (the "Application") presented to the Agency by 138 Central LLC (the "Company"), as well as a cost benefit analysis, the members of the Agency, on August 10, 2026, adopted a resolution (the "Preliminary Inducement Resolution") whereby the Agency preliminarily agreed, subject to numerous conditions, to consider undertaking a project (the "Project") consisting of the following: (A) (1) the acquisition of an interest in a $\pm$ 0.85 acre parcel of land (the "Land") located at 1342 Fisher Avenue in the Town of Cortlandville, Cortland County, New York (2) construction of a new 5,400 square foot, two story building to contain 8 dwelling units and the renovation of an existing single family home on the Land (the "Facility") and (3) the acquisition and installation therein and thereon of furniture, fixtures and equipment comprising the Facility (the "Equipment"), all of the foregoing to constitute multifamily rental dwelling units to be operated by the Company (the Land, Facility and Equipment being collectively referred to as the "Project Facility"); (B) the granting of certain "financial assistance" (within the meaning of Section 854(14) of the Act) with respect to the foregoing, including potential exemptions from certain sales taxes, real estate transfer taxes, mortgage recording taxes and real property taxes (collectively, the "Financial Assistance"); and (C) the lease (with an obligation to purchase) or sale of the Project Facility to the Company or such other person as may be designated by the Company and agreed upon by the Agency; and

WHEREAS, pursuant to the Preliminary Inducement Resolution the Executive Director of the Agency (A) caused notice of a public hearing of the Agency to hear all persons interested in the Project and the financial assistance being contemplated by the Agency with respect to the Project (the "Public Hearing") to be published on August 18, 2026 in the Cortland Standard, a newspaper of general circulation available to residents of the County of Cortland, (B) caused notice of the Public Hearing to be mailed on August 14, 2026, together with notice, if any, that the Agency intends to deviate from its uniform tax exemption policy and which included the Agency's Preliminary Inducement Resolution, by certified mail return receipt requested to the chief executive officer of the county and of each city, town, village and school district, as well as the school district clerk, in which the Project is to be located (C) conducted the Public Hearing on September 1, 2026 at 4:30 o'clock p.m. local time in the Town Court Room at The Raymond G. Thorpe Municipal Building, 3577 Terrace Road, Cortland, New York 13045 in the Town of Cortlandville, Cortland County, (D) prepared a report of the Public Hearing which fairly summarized the views presented at said public hearing and distributed same to the members of the Agency; and

WHEREAS, pursuant to Article 8 of the Environmental Conservation Law, Chapter 43-B of the Consolidated Laws of New York, as amended (the "SEQR Act"), and the regulations (the "Regulations") adopted pursuant thereto by the Department of Environmental Conservation of the State of New York (collectively with the SEQR Act, "SEQRA"), by resolution adopted by the members of the Agency on August 10, 2026 (the "SEQR Resolution"), the Agency has determined that the Project will not have a significant effect on the environment and, therefore, that an environmental impact statement is not required to be prepared with respect to the Project; and

WHEREAS, having complied with the requirements of Section 859-a of the Act and the requirements of SEQRA with respect to the Project, the Agency now desires to make its final determination whether to proceed with the Project;

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

Section 1. The Agency hereby determines that the Agency has now fully complied with the requirements of Section 859-a of the Act and the requirements of SEQRA that relate to the Project.

Section 2. Having reviewed the Report, and having considered fully all comments contained therein, the Agency hereby further determines to proceed with the Project and the granting of the Financial Assistance described in the notice of the Public Hearing upon the following additional condition: None.

Section 3. Pursuant to Section 875(3) of the Act, the Agency shall recover, recapture, receive, or otherwise obtain from the Company that portion of the Financial Assistance which constitutes state sales and use tax exemptions taken or purported to be taken by the Company to which the Company is not entitled or which are in excess of the amount authorized by the Agency or which are for property or services not authorized by the Agency as part of the Project or were taken by the Company when the Company failed to comply with a material term or condition to use property or services in the manner required by the Agency. The Company shall cooperate with the Agency in its efforts to recover, recapture, receive, or otherwise obtain such state sales and use tax exemptions and shall promptly pay over any such amounts to the Agency. The failure to pay over such amounts to the Agency shall be grounds for the New York State Commissioner of Taxation and Finance to assess and determine state sales and use taxes due from the Company under Article 28 of the Tax Law of the State of New York, together with any relevant penalties and interest due on such amounts.

Section 4. The Chairman, Vice Chairman and Executive Director of the Agency are hereby authorized and directed to distribute copies of this Resolution to the Company and to do such further things or perform such acts as may be necessary or convenient to implement the provisions of this Resolution.

Section 5. This Resolution shall take effect immediately.

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

Michael McMahon	VOTING	<u>yes</u>
Clinton Brooks	VOTING	<u>yes</u>
Kathleen Burke	VOTING	<u>yes</u>
Deborah Hayden	VOTING	<u>yes</u>
William McGovern	VOTING	<u>Absent</u>
Jason Hage	VOTING	<u>Absent</u>
Patrick Quinn	VOTING	<u>yes</u>

The foregoing Resolution was thereupon declared duly adopted.

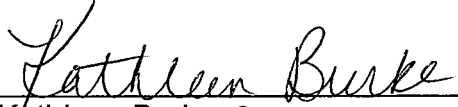
STATE OF NEW YORK)
COUNTY OF CORTLAND) ss.:

I, the undersigned Secretary of Cortland County Industrial Development Agency (the "Agency"), DO HEREBY CERTIFY, that I have compared the foregoing extract of the minutes of the meeting of the members of the Agency, including the Resolution contained therein, held on September 14, 2026 with the original thereof on file in my office, and that the same is a true and correct copy of such proceedings of the Agency and of such Resolution set forth therein and of the whole of said original so far as the same related to the subject matters therein referred to.

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

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

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the Agency this 14th day of September, 2026.


Kathleen Burke, Secretary

A regular meeting of Cortland County Industrial Development Agency (the "Agency") was convened in public session at the offices of the Agency located at 40 Main Street, Suite A, in the City of Cortland, Cortland County, New York on September 8, 2026 at 12:00 o'clock p.m., local time.

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

PRESENT:

Michael McMahon	Chairman
Clinton Brooks	Vice Chairman
Kathleen Burke	Secretary
Deborah Hayden	Treasurer
Patrick Quinn	Member

ABSENT: William McGovern, Jason Hage

FOLLOWING PERSONS WERE ALSO PRESENT:

Melanie Vilardi	Executive Director
Andrea Skeels	Director of Finance and Project Development
Ashley Riehlman	Community Relations Specialist

The following resolution was offered by Michael McMahon, seconded by Clint Brooks, to wit:

Resolution No. 2026-09-08-02

**RESOLUTION AUTHORIZING THE EXECUTION OF
DOCUMENTS IN CONNECTION WITH A STRAIGHT-LEASE
TRANSACTION FOR A COMMERCIAL PROJECT FOR 138
CENTRAL LLC**

WHEREAS, Cortland County Industrial Development Agency (the "Agency") is authorized and empowered by the provisions of Chapter 1030 of the 1969 Laws of New York, constituting Title 1 of Article 18-A of the General Municipal Law, Chapter 24 of the Consolidated Laws of New York, as amended (the "Enabling Act") and Chapter 77 of the 1974 Laws of New York, as amended, constituting Section 902 of said General Municipal Law (said Chapter and the Enabling Act being hereinafter collectively referred to as the "Act") to promote, develop, encourage and assist in the acquiring, constructing, reconstructing, improving, maintaining, equipping and furnishing of commercial facilities, among others, for the purpose of promoting, attracting and developing economically sound commerce and industry to advance the job opportunities, health, general prosperity and

reconstructing, improving, maintaining, equipping and furnishing of commercial facilities, among others, for the purpose of promoting, attracting and developing economically sound commerce and industry to advance the job opportunities, health, general prosperity and economic welfare of the people of the State of New York, to improve their prosperity and standard of living, and to prevent unemployment and economic deterioration; and

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

WHEREAS, pursuant to an application (the "Application") presented to the Agency by 138 Central LLC (the "Company"), as well as a cost benefit analysis, the members of the Agency, on August 10, 2026, adopted a resolution (the "Preliminary Inducement Resolution") whereby the Agency preliminarily agreed, subject to numerous conditions, to consider undertaking a project (the "Project") consisting of the following: (A) (1) the acquisition of an interest in a $\pm$ 0.85 acre parcel of land (the "Land") located at 1342 Fisher Avenue in the Town of Cortlandville, Cortland County, New York (2) construction of a new 5,400 square foot, two story building to contain 8 dwelling units and the renovation of an existing single family home on the Land (the "Facility") and (3) the acquisition and installation therein and thereon of furniture, fixtures and equipment comprising the Facility (the "Equipment"), all of the foregoing to constitute multifamily rental dwelling units to be operated by the Company (the Land, Facility and Equipment being collectively referred to as the "Project Facility"); (B) the granting of certain "financial assistance" (within the meaning of Section 854(14) of the Act) with respect to the foregoing, including potential exemptions from certain sales taxes, real estate transfer taxes, mortgage recording taxes and real property taxes (collectively, the "Financial Assistance"); and (C) the lease (with an obligation to purchase) or sale of the Project Facility to the Company or such other person as may be designated by the Company and agreed upon by the Agency; and

WHEREAS, pursuant to the Preliminary Inducement Resolution the Executive Director of the Agency (A) caused notice of a public hearing of the Agency to hear all persons interested in the Project and the financial assistance being contemplated by the Agency with respect to the Project (the "Public Hearing") to be published on August 18, 2026 in the Cortland Standard, a newspaper of general circulation available to residents of the County of Cortland, (B) caused notice of the Public Hearing to be mailed on August 14, 2026, together with notice, if any, that the Agency intends to deviate from its uniform tax exemption policy and which included the Agency's Preliminary Inducement Resolution, by certified mail return receipt requested to the chief executive officer of the county and of each city, town, village and school district, as well as the school district clerk, in which the Project is to be located (C) conducted the Public Hearing on September 1, 2026 at 4:30 o'clock p.m. local time in the Town Court Room at The Raymond G. Thorpe Municipal Building, 3577 Terrace Road, Cortland, New York 13045 in the Town of Cortlandville, Cortland County, (D) prepared a report of the Public Hearing which fairly summarized the views presented at said public hearing and distributed same to the members of the Agency; and

WHEREAS, pursuant to Article 8 of the Environmental Conservation Law, Chapter 43-B of the Consolidated Laws of New York, as amended (the "SEQR Act"), and the regulations (the "Regulations") adopted pursuant thereto by the Department of Environmental Conservation of the State of New York (collectively with the SEQR Act, "SEQRA"), by resolution adopted by the members of the Agency on August 10, 2026 (the "SEQR Resolution"), the Agency has determined that the Project will not have a significant effect on the environment and, therefore, that an environmental impact statement is not required to be prepared with respect to the Project; and

WHEREAS, by resolution adopted by the members of the Agency on September 14, 2026 (the "Final Inducement Resolution"), the Agency determined, following a review of the Report, to finalize the preliminary determination made by the Agency in the Preliminary Inducement Resolution to proceed with the Project and the granting of the Financial Assistance described in the notice of the Public Hearing; and

WHEREAS, in order to consummate the Project and the granting of the Financial Assistance described in the notice of the Public Hearing, the Agency proposes to enter into the following documents (hereinafter collectively referred to as the "Agency Documents"): (A) a certain lease to Agency (and a memorandum thereof) (the "Underlying Lease") by and between the Company, as landlord, and the Agency, as tenant pursuant to which the Company will lease to the Agency the Project Facility; (B) a Uniform Project and Lease Agreement (and a memorandum thereof) (the "Lease Agreement") by and between the Agency and the Company, pursuant to which, among other things, the Company agrees to undertake the Project as agent of the Agency and the Company further agrees to lease the Project Facility from the Agency and, as rental thereunder, to pay the Agency's administrative fee relating to the Project and to pay all expenses incurred by the Agency with respect to the Project; (C) a payment in lieu of tax agreement (the "Payment in Lieu of Tax Agreement") by and between the Agency and the Company, pursuant to which the Company will agree to pay certain payments in lieu of taxes with respect to the Project Facility; and (D) various certificates relating to the Project (the "Closing Documents");

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

Section 1. The Agency hereby finds and determines that:

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

(B) The Project constitutes a "project," as such term is defined in the Act; and

(C) The acquisition of the Project Facility and the lease of the Project Facility to the Company will promote and maintain the job opportunities, general prosperity

and economic welfare of the citizens of Cortland County, New York and the State of New York and improve their standard of living; and

(D) It is desirable and in the public interest for the Agency to enter into the Agency Documents.

Section 2. In consequence of the foregoing, the Agency hereby determines to: (A) accept the Underlying Lease; (B) proceed with the Project; (C) acquire the Project Facility; (D) lease the Project Facility to the Company pursuant to the Lease Agreement; (E) enter into the Payment in Lieu of Tax Agreement; and (F) grant the Financial Assistance with respect to the Project.

Section 3. The Agency is hereby authorized to acquire a leasehold interest in the Project Facility pursuant to the Underlying Lease and to do all things necessary or appropriate for the accomplishment thereof, and all acts heretofore taken by the Agency with respect to such acquisition are hereby approved, ratified and confirmed.

Section 4. The Agency is hereby authorized to acquire the Project Facility as described in the Lease Agreement and to do all things necessary or appropriate for the accomplishment thereof, and all acts heretofore taken by the Agency with respect to such acquisition are hereby ratified, confirmed and approved.

Section 5. The form and substance of the Agency Documents as approved by the Chairman, Vice Chairman or Executive Director are hereby approved.

Section 6. (A) The Chairman, Vice Chairman and Executive Director of the Agency are each hereby separately authorized, on behalf of the Agency, to execute and deliver the Agency Documents and, where appropriate, the Secretary (or Assistant Secretary) of the Agency is hereby authorized to affix the seal of the Agency thereto and to attest the same, with such changes, variations, omissions and insertions thereto as the Chairman or Vice Chairman or Executive Director shall approve, the execution thereof by the Chairman or Vice Chairman or Executive Director to constitute conclusive evidence of such approval.

(B) The Chairman, Vice Chairman or Executive of the Agency is each hereby further authorized, on behalf of the Agency, to designate any additional Authorized Representatives of the Agency (as defined in and pursuant to the Lease Agreement).

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

Section 8. Pursuant to Section 875(3) of the Act, the Agency shall recover, recapture, receive, or otherwise obtain from the Company that portion of the Financial Assistance which constitutes state sales and use tax exemptions taken or purported to be taken by the Company to which the Company is not entitled or which are in excess of the amount authorized by the Agency or which are for property or services not authorized by the Agency as part of the Project or were taken by the Company when the Company failed to comply with a material term or condition to use property or services in the manner required by the Agency. The Company shall cooperate with the Agency in its efforts to recover, recapture, receive, or otherwise obtain such state sales and use tax exemptions and shall promptly pay over any such amounts to the Agency. The failure to pay over such amounts to the Agency shall be grounds for the New York State Commissioner of Taxation and Finance to assess and determine state sales and use taxes due from the Company under Article 28 of the Tax Law of the State of New York, together with any relevant penalties and interest due on such amounts.

Section 9. This Resolution shall take effect immediately.

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

Michael McMahon	VOTING	Yes
Clinton Brooks	VOTING	Yes
Kathleen Burke	VOTING	Yes
Deborah Hayden	VOTING	Yes
William McGovern	VOTING	Absent
Jason Hage	VOTING	Absent
Patrick Quinn	VOTING	Yes

The foregoing Resolution was thereupon declared duly adopted.

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

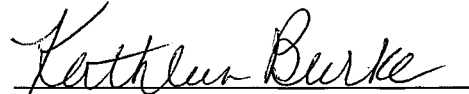
I, the undersigned Secretary of Cortland County Industrial Development Agency (the "Agency"), DO HEREBY CERTIFY, that I have compared the foregoing extract of the minutes of the meeting of the members of the Agency, including the Resolution contained therein, held on September 14, 2026 with the original thereof on file in my office, and that the same is a true and correct copy of such proceedings of the Agency and of such Resolution set forth therein and of the whole of said original so far as the same related to the subject matters therein referred to.

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

such Open Meetings Law; and (D) there was a quorum of the members of the Agency present through said meeting.

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

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the Agency this 14th day of September, 2026.


Kathleen Burke, Secretary

**Cortland County Industrial
Development Agency
Budget Summary
2027-2030**

	2025 Actuals 12/31/2025	2026 Projected at 12/31/26	2027 Adopted Budget	2028 Proposed Budget	2029 Proposed Budget	2030 Proposed Budget
Expenses						
Operating:						
Professional Svc - Legal/Acctg	16,537	15,000	40,000	45,000	45,000	45,000
Office Supplies/Materials/Bk Fees	30	1,000	2,000	2,500	2,500	2,500
Other Operating:						
Property Insurance	2,522	2,200	10,000	12,000	12,000	12,000
D&O Insurance	1,448	1,475	1,800	2,000	2,000	2,000
Property Taxes-water/sewer	207	1,000	1,200	1,500	1,500	1,500
Office Equipment	2,159	15,000	5,000	5,000	5,000	5,000
Building Maintenance	-	-	10,000	10,000	10,000	10,000
BDC Administrative Support	50,000	50,000	75,000	80,000	85,000	90,000
Non-Operating:						
Capital Asset Outlay	6,850	586,000	600,000	0	0	0
Site Testing, Maintenance, Property	-	15,000	10,000	10,000	10,000	10,000
Total Expenses	79,753	686,675	755,000	168,000	173,000	178,000
Revenue						
Project Fee	1,400,384	1,723,000	1,100,000	250,000	250,000	250,000
Land Lease /Application Fees	22,334	26,000	20,000	30,000	30,000	30,000
Interest Income	39,582	65,000	85,000	50,000	50,000	50,000
Total Revenue	1,462,300	1,814,000	1,205,000	330,000	330,000	330,000
Provided to (Utilization of)	1,382,547	1,127,325	450,000	162,000	157,000	152,000

RFP for 5 Kennedy Pkwy Cortland

September 1, 2026

Organization	Date Submitted	Time Submitted	Bid Amount
CCC	9/1	9:25	\$375,000
Marchuska Bros	9/1	9:32	\$527,479

**BID FORM: CONSTRUCTION WORK FOR
IDA RENOVATIONS**

The Cortland County IDA invites sealed bids for General Construction Renovation Work for the IDA Renovation Project At 5 Kennedy Parkway, Cortland, NY 13045

One Prime Bid will be received for all phases of Construction.

IDA
5 Kennedy Parkway
Cortland, NY 13045

Date Due: Sept 1st, 2026
Time Due: 9:45 a.m.
Place Due: IDA
40 Main Street, Suite A,
Cortland, NY 13045

THE IDA RESERVES THE RIGHT TO REJECT ANY AND ALL BIDS.

The undersigned Complete Construction Concepts,
Contractor
137 S. Main St., Homer, NY 13077

Address

Salexander@completeconstructionconcepts.com/1-607-745-2557

Email / Phone

The undersigned hereby declares that he/she has carefully examined the Bidding and Contract Documents and Drawings, dated August 4th, 2026, and issued to Bidders August 6th, 2026, for the above-named Project and Addenda as issued for the Project and are pleased to submit our Lump Sum Bid:

BASE BID: Three Hundred Seventy-Five Thousand Dollars (\$ 375,000.00)

BID SECURITY

A certified check of 1% of Bid is enclosed. This Bid shall be binding for 45 calendar days from the date of Bid Opening.

RECEIPT OF THE FOLLING ADDENDA IS HEREBY ACKNOWLEDGED:

The following Addenda were received: (List Number and Date)

<u>ADDENDUM No.</u>	<u>DATE</u>	<u>ADDENDUM No.</u>	<u>DATE</u>
1- August 27, 2026			
2- August 27, 2026			
3- August 27, 2026			

NON – COLLUSION CERTIFICATION

The Bidder certifies that:

1. By submission of this Bid each Bidder and each person signing on behalf of any Bidder certifies; and in the case of a joint Bid, each party thereto certifies as to its own Organization, under penalty of perjury, that to the best of their knowledge and belief:
 - a. The prices of this Bid have been arrived at independently without collusion, consultation, communication, or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other Bidder or with and competitor;
 - b. Unless otherwise required by law, the prices which have been quoted in this Bid have not been knowingly disclosed by the Bidder and will not knowingly be disclosed by the Bidder prior to opening, directly or indirectly, to any other Bidder or to any competitor; and
 - c. No attempt has been made or will be made by the Bidder to induce any other person, partnership or corporation to submit or not to submit a Bid for the purpose of restricting competition.

BID SIGNATURE/SEAL

The signature of the Bidder to this Bid shall be deemed a specific subscription to the Certificate required under Section 103-d of the General Municipal Law, and the Bidder affirms that the statements herein contained are true under the penalties of perjury.

FIRM Complete Construction Concepts
(Corporate Seal, if any)

BY Scott Alexander
(PRINT NAME)

Scott Alexander
(SIGNATURE)

TITLE: Territory Manager

ADDRESS: 137 South main Street, Homer, New York 13077

TELEPHONE NO.: 1-607-745-2557

EMAIL: Salexander@completeconstructionconcepts.com

DATE: 8-28-2026

SUPPLEMENTARY CONDITIONS

1. GENERAL CONDITIONS AND SUPPLEMENTARY CONDITIONS

- a. The General Conditions to which these Supplementary Conditions apply are the "General Conditions of the Contract for Construction".
- b. The following Supplementary Conditions shall modify the General Conditions.



COMPCON-01

SYDNEY

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

3/26/2026

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

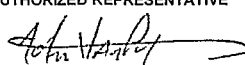
IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Van Parys Associates of Palmyra Inc 229 E. Main St. PO Box 8 Palmyra, NY 14522	CONTACT NAME:	PHONE (A/C, No, Ext): (315) 597-4843	FAX (A/C, No): (315) 597-4093
	E-MAIL ADDRESS:		
INSURED Complete Construction Concepts LLC	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A : The Cincinnati Insurance Company		10677
	INSURER B : AmFed National Insurance Company		11208
	INSURER C : ShelterPoint Life Insurance Company		81434
	INSURER D :		
	INSURER E :		
INSURER F :			

COVERAGES	CERTIFICATE NUMBER:	REVISION NUMBER:
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.		

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☒ PROJECT ☐ LOC OTHER:	X	X	EPP0734606	1/1/2025	1/1/2028	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
A	☒ AUTOMOBILE LIABILITY ☒ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY	X		EBA0734614	1/1/2026	1/1/2027	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	☐ UMBRELLA LIAB ☒ OCCUR ☒ EXCESS LIAB ☐ CLAIMS-MADE DED ☒ RETENTION \$ 10,000	X	X	EPP0734606	1/1/2025	1/1/2028	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000 \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) ☐ Y/N If yes, describe under DESCRIPTION OF OPERATIONS below		X	WC126-5011134	2/23/2026	2/23/2027	☒ PER STATUTE ☐ OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
C	NYS Disability			D458368	1/1/2026	1/1/2027	Statutory

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Town of Cortlandville is an additional insured if required by written contract, per endorsement number GA4523 (copy attached).

CERTIFICATE HOLDER Town of Cortlandville 3577 Terrace Rd Cortland, NY 13045	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
---	--

**ADDITIONAL REMARKS SCHEDULE**

AGENCY Van Parys Associates of Palmyra Inc		NAMED INSURED Complete Construction Concepts LLC
POLICY NUMBER SEE PAGE 1		
CARRIER SEE PAGE 1	NAIC CODE SEE P 1	EFFECTIVE DATE: SEE PAGE 1

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,
FORM NUMBER: ACORD 25 FORM TITLE: Certificate of Liability Insurance

Additional insured(s) endorsements listed below, to the extent provided there in

Automobile

AA288NY 06/20 CINCIPLUS® BUSINESS AUTO XC+® EXPANDED COVERAGE PLUS) ENDORSEMENT

General Liability

CG2503 05/09 DESIGNATED CONSTRUCTION PROJECT(S) GENERAL AGGREGATE LIMIT

GA4523 05/20 BROAD FORM CONTRACTORS ADDITIONAL INSURED - AUTOMATIC STATUS AND AUTOMATIC WAIVER OF SUBROGATION WHEN REQUIRED IN WRITTEN CONTRACT, AGREEMENT, PERMIT OR AUTHORIZATION

Umbrella

US4096 01/21 AUTOMATIC PRIMARY AND NON-CONTRIBUTORY COVERAGE ENDORSEMENT - WHERE REQUIRED BY WRITTEN CONTRACT

US 3010 09 20 CONTRACTORS LIMITATIONS - INCLUDING EXCESS WRAP-UP COVERAGE

Worker Compensation

WC000313 04/84 Waiver Of Our Right To Recover From Others



**Workers'
Compensation
Board**

**CERTIFICATE OF
NYS WORKERS' COMPENSATION INSURANCE COVERAGE**

1a. Legal Name & Address of Insured (use street address only) Complete Construction Concepts LLC 137 South Main Street Homer NY 13077 <i>Work Location of Insured (Only required if coverage is specifically limited to certain locations in New York State, i.e., a Wrap-Up Policy)</i>	1b. Business Telephone Number of Insured 1c. NYS Unemployment Insurance Employer Registration Number of Insured 1d. Federal Employer Identification Number of Insured or Social Security Number
2. Name and Address of Entity Requesting Proof of Coverage (Entity Being Listed as the Certificate Holder) Town of Cortlandville 3577 Terrace Rd Cortland, NY 13045	3a. Name of Insurance Carrier AmFed National Insurance Company 3b. Policy Number of Entity Listed in Box "1a" WC126-5011134 3c. Policy effective period 2/23/2026 to 2/23/2027 3d. The Proprietor, Partners or Executive Officers are ☐ included. (Only check box if all partners/officers included) ☐ all excluded or certain partners/officers excluded.

This certifies that the insurance carrier indicated above in box "3" insures the business referenced above in box "1a" for workers' compensation under the New York State Workers' Compensation Law. **(To use this form, New York (NY) must be listed under Item 3A on the INFORMATION PAGE of the workers' compensation insurance policy).** The Insurance Carrier or its licensed agent will send this Certificate of Insurance to the entity listed above as the certificate holder in box "2".

The insurance carrier must notify the above certificate holder and the Workers' Compensation Board within 10 days IF a policy is canceled due to nonpayment of premiums or within 30 days IF there are reasons other than nonpayment of premiums that cancel the policy or eliminate the insured from the coverage indicated on this Certificate. (These notices may be sent by regular mail.) **Otherwise, this Certificate is valid for one year after this form is approved by the insurance carrier or its licensed agent, or until the policy expiration date listed in box "3c", whichever is earlier.**

This certificate is issued as a matter of information only and confers no rights upon the certificate holder. This certificate does not amend, extend or alter the coverage afforded by the policy listed, nor does it confer any rights or responsibilities beyond those contained in the referenced policy.

This certificate may be used as evidence of a Workers' Compensation contract of insurance only while the underlying policy is in effect.

Please Note: Upon cancellation of the workers' compensation policy indicated on this form, if the business continues to be named on a permit, license or contract issued by a certificate holder, the business must provide that certificate holder with a new Certificate of Workers' Compensation Coverage or other authorized proof that the business is complying with the mandatory coverage requirements of the New York State Workers' Compensation Law.

Under penalty of perjury, I certify that I am an authorized representative or licensed agent of the insurance carrier referenced above and that the named insured has the coverage as depicted on this form.

Approved by: John VanParys
(Print name of authorized representative or licensed agent of insurance carrier)

Approved by: John VanParys 3/26/2026
(Signature) (Date)

Title: Agent

Telephone Number of authorized representative or licensed agent of insurance carrier: 315-597-4843

Please Note: Only insurance carriers and their licensed agents are authorized to issue Form C-105.2. Insurance brokers are NOT authorized to issue it.



CERTIFICATE OF INSURANCE COVERAGE

NYS DISABILITY AND PAID FAMILY LEAVE BENEFITS LAW

PART 1. To be completed by NYS disability and Paid Family Leave benefits carrier or licensed insurance agent of that carrier

1a. Legal Name & Address of Insured (use street address only)

COMPLETE CONSTRUCTION CONCEPTS LLC
ATTN: DON RICHARDS
137 SOUTH MAIN STREET
HOMER, NY 13077

Work Location of Insured (Only required if coverage is specifically limited to certain locations in New York State, i.e., Wrap-Up Policy)

1b. Business Telephone Number of Insured

607-745-7779

1c. Federal Employer Identification Number of Insured
or Social Security Number

161479937

2. Name and Address of Entity Requesting Proof of Coverage
(Entity Being Listed as the Certificate Holder)

Town of Cortlandville
3577 Terrace Rd
Cortland, NY 13045

3a. Name of Insurance Carrier

ShelterPoint Life Insurance Company

3b. Policy Number of Entity Listed in Box "1a"

DBL458368

3c. Policy effective period

01/01/2026

to

12/31/2026

4. Policy provides the following benefits:

- ☒ A. Both disability and paid family leave benefits.
☐ B. Disability benefits only.
☐ C. Paid family leave benefits only.

5. Policy covers:

- ☒ A. All of the employer's employees eligible under the NYS Disability and Paid Family Leave Benefits Law.
☐ B. Only the following class or classes of employer's employees:

Under penalty of perjury, I certify that I am an authorized representative or licensed agent of the insurance carrier referenced above and that the named insured has NYS Disability and/or Paid Family Leave Benefits insurance coverage as described above.

Date Signed 3/26/2026

By

(Signature of insurance carrier's authorized representative or NYS Licensed Insurance Agent of that insurance carrier)

Telephone Number 516-829-8100

Name and Title

Wade Harrison, President

IMPORTANT: If Boxes 4A and 5A are checked, and this form is signed by the insurance carrier's authorized representative or NYS Licensed Insurance Agent of that carrier, this certificate is COMPLETE. Mail it directly to the certificate holder.

If Box 4B, 4C or 5B is checked, this certificate is NOT COMPLETE for purposes of Section 220, Subd. 8 of the NYS Disability and Paid Family Leave Benefits Law. It must be emailed to PAU@wcb.ny.gov or it can be mailed for completion to the Workers' Compensation Board, Plans Acceptance Unit, PO Box 5200, Binghamton, NY 13902-5200.

PART 2. To be completed by the NYS Workers' Compensation Board (Only if Box 4B, 4C or 5B have been checked)

State of New York Workers' Compensation Board

According to information maintained by the NYS Workers' Compensation Board, the above-named employer has complied with the NYS Disability and Paid Family Leave Benefits Law (Article 9 of the Workers' Compensation Law) with respect to all of their employees.

Date Signed

By

(Signature of Authorized NYS Workers' Compensation Board Employee)

Telephone Number

Name and Title

Please Note: Only insurance carriers licensed to write NYS disability and paid family leave benefits insurance policies and NYS licensed insurance agents of those insurance carriers are authorized to issue Form DB-120.1. Insurance brokers are NOT authorized to issue this form.



WE ARE YOUR DOL



DIVISION OF SAFETY AND HEALTH LICENSE AND CERTIFICATE UNIT, STATE OFFICE CAMPUS, BUILDING 12, ALBANY, NY 12226

CERTIFICATE OF CONTRACTOR REGISTRATION

This Certificate Entitles the Holder to Perform and Bid on Public Work and

Covered Private Construction Projects in the State of New York,

Subject to the Prevailing Wage Requirements of

NYS Labor Law Article 8

Complete Construction Concepts, LLC

137 South Main Street

Homer, New York 13077

Phone Number: 6077497770

Registration Number: 25-64U77-CR

Date of Issue: 2025-01-30

Expiration Date: 2027-01-30

(This license is valid only for the contractor named above)

A handwritten signature in dark ink, appearing to read "Roberta Reardon".

Roberta Reardon

Commissioner

New York State Department of
Labor



THE AMERICAN INSTITUTE OF ARCHITECTS



AIA Document A310

Bid Bond

KNOW ALL MEN BY THESE PRESENTS, that we Complete Construction Concepts LLC

137 South Main Street Homer, NY 13077

(Here insert full name, address and address or legal title of contractor)

as Principal, hereinafter called the Principal, and RLI Insurance Company of Peoria Illinois

a corporation duly organized under the laws of the State of Illinois

as Surety, hereinafter called the Surety, are held and firmly bound unto Industrial Development Agency

40 Main Street Suite A Cortland NY 13045

(Here insert full name, address or legal title of Owner)

as Obligee, hereinafter called the Obligee, in the sum of _____

One Percent of Bid Amount

Dollars (1% Amt of Bid)

for the payment of which sum well and truly to be made, the said Principal and the said Surety, bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, the Principal has submitted a bid for Building Upgrades and Renovations

(Here insert full name, address and description of project)

NOW, THEREFORE, if the Obligee shall accept the bid of the Principal and the Principal shall enter into a Contract with the Obligee in accordance with the terms of such bid, and give such bond or bonds as may be specified in the bidding or Contract Documents with good and sufficient surety for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof, or in the event of the failure of the Principal to enter such Contract and give such bond or bonds, if the Principal shall pay to the Obligee the difference not to exceed the penalty hereof between the amount specified in said bid and such larger amount for which the Obligee may in good faith contract with another party to perform the Work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect.

Signed and sealed this 31st day of August, 2026.

Complete Construction Concepts LLC

(Principal)

(Seal)

Donald Richards

Donald Richards President

RLI Insurance Company

(Surety)

(Seal)

Wendi Lynch-Gagliano

(Title) **Attorney-in-Fact**

Breen B Schoorman

(Witness)

Breen B Schoorman

(Witness)

Printed in cooperation with the American Institute of Architects (AIA) by International Fidelity Insurance Company. International Fidelity Insurance Company vouches that the language in the document conforms exactly to the language used in AIA Document A310, February 1970 edition.

POWER OF ATTORNEY

RLI Insurance Company Contractors Bonding and Insurance Company

9025 N. Lindbergh Dr. Peoria, IL 61615
Phone: 800-645-2402

Know All Men by These Presents:

That this Power of Attorney is not valid or in effect unless attached to the bond which it authorizes executed, but may be detached by the approving officer if desired.

That **RLI Insurance Company** and/or **Contractors Bonding and Insurance Company**, each an Illinois corporation, (separately and together, the "Company") do hereby make, constitute and appoint:

Wendi Lynch-Gagliano, Lisa Sergeant, Laura Hickey, Lindsay Richards, jointly or severally

in the City of Palmyra, State of New York its true and lawful Agent(s) and Attorney(s) in Fact, with full power and authority hereby conferred, to sign, execute, acknowledge and deliver for and on its behalf as Surety, in general, any and all bonds and undertakings in an amount not to exceed Twenty Five Million Dollars
(\$25,000,000.00) for any single obligation.

The acknowledgment and execution of such bond by the said Attorney in Fact shall be as binding upon the Company as if such bond had been executed and acknowledged by the regularly elected officers of the Company.

RLI Insurance Company and/or **Contractors Bonding and Insurance Company**, as applicable, have each further certified that the following is a true and exact copy of a Resolution adopted by the Board of Directors of each such corporation, and is now in force, to-wit:

"All bonds, policies, undertakings, Powers of Attorney or other obligations of the corporation shall be executed in the corporate name of the Company by the President, Secretary, any Assistant Secretary, Treasurer, or any Vice President, or by such other officers as the Board of Directors may authorize. The President, any Vice President, Secretary, any Assistant Secretary, or the Treasurer may appoint Attorneys in Fact or Agents who shall have authority to issue bonds, policies or undertakings in the name of the Company. The corporate seal is not necessary for the validity of any bonds, policies, undertakings, Powers of Attorney or other obligations of the corporation. The signature of any such officer and the corporate seal may be printed by facsimile."

IN WITNESS WHEREOF, the **RLI Insurance Company** and/or **Contractors Bonding and Insurance Company**, as applicable, have caused these presents to be executed by its respective Sr. Vice President with its corporate seal affixed this 3rd day of September, 2024.



**RLI Insurance Company
Contractors Bonding and Insurance Company**

By: Eric Raudins

Eric Raudins

Sr. Vice President

State of Illinois

County of Peoria

} SS

On this 3rd day of September, 2024, before me, a Notary Public, personally appeared Eric Raudins, who being by me duly sworn, acknowledged that he signed the above Power of Attorney as the aforesaid officer of the **RLI Insurance Company** and/or **Contractors Bonding and Insurance Company** and acknowledged said instrument to be the voluntary act and deed of said corporation.

By: Jill A. Scott Notary Public



JILL A SCOTT
Notary Public
State of Ohio
My Comm. Expires
September 22, 2025

CERTIFICATE

I, the undersigned officer of **RLI Insurance Company** and/or **Contractors Bonding and Insurance Company**, do hereby certify that the attached Power of Attorney is in full force and effect and is irrevocable; and furthermore, that the Resolution of the Company as set forth in the Power of Attorney, is now in force. In testimony whereof, I have hereunto set my hand and the seal of the **RLI Insurance Company** and/or **Contractors Bonding and Insurance Company** this 31 day of August 2026.

**RLI Insurance Company
Contractors Bonding and Insurance Company**

By: Jeffrey D. Fick

Jeffrey D. Fick

Corporate Secretary

(INDIVIDUAL ACKNOWLEDGMENT)

STATE OF New York
County of

ss.:

On this day of 2026 before me personally came
to me known and known to me to be the person mentioned and described in and who executed the foregoing instrument
and he duly acknowledged to me that he executed the same.

Notary Public

(CORPORATE ACKNOWLEDGMENT)

STATE OF New York
County of **Ontario**

ss.:

On this **31st** day of **August** 2026, before me personally came **Donald Richards**
to me known, who being by me duly sworn, did depose and say: that he resides in **Cortland, New York**, that he is the
President of the **Complete Construction Concepts LLC** the corporation described in and which executed the above
instruments: that he knows the seal of said corporation, that the seal affixed to said instrument is such corporate seal:
that it was so affixed by order of Board of Directors of said corporation, and the he signed his name thereto by like order.

BREEYN B SCHOONERMAN
Notary Public, State of New York
Registration #01SC6376155
Qualified in Ontario County
Commission Expires June 04, 2030


Notary Public

FOR SURETY'S USE ONLY

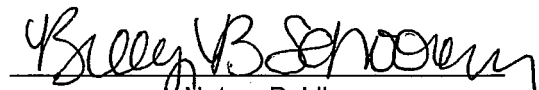
(SURETY ACKNOWLEDGMENT)

STATE OF New York
County of **Ontario**

ss.:

On this **31st** day of **August** 2026, before me personally came **Wendi Lynch-Gagliano**
to me known, who being by me duly sworn, did depose and say: that he resides in **Palmyra, New York**, that he is the
attorney-in-fact of the **RLI Insurance Company**
the corporation described in and which executed the above instruments: that he knows the seal of said corporation, that
the seal affixed to said instrument is such corporate seal: that it was so affixed by order of Board of Directors of said
corporation, and the he signed his name thereto by like order.

BREEYN B SCHOONERMAN
Notary Public, State of New York
Registration #01SC6376155
Qualified in Ontario County
Commission Expires June 04, 2030


Notary Public



P.O. BOX 3967 PEORIA, IL 61612-3967
P: (800)645-2402 E: asksurety@rlicorp.com
RLISURETY.COM

RLI Insurance Company

December 31, 2025

Admitted Assets

Investments:	
Fixed maturities	\$ 1,881,898,375
Equity securities	1,790,250,301
Short-term investments	0
Real estate	21,892,838
Properties held to produce income	0
Cash and cash equivalents	90,026,167
Other invested assets	44,208,503
Receivables for securities	122,669
Agents' balances	90,349,311
Investment income due and accrued	15,665,146
Funds held	0
Reinsurance recoverable on paid losses	6,622,819
Federal income taxes receivable	0
Net deferred tax asset	260,545
Guarantee funds receivable or on deposit	198,938
Electronic data processing equipment, net of depreciation	1,775,675
Receivable from affiliates	7,505,399
Other admitted assets	5,891,645
Total Admitted Assets	<u>\$ 3,956,668,331</u>

Liabilities and Surplus

Liabilities:	
Reserve for unpaid losses and loss adjustment expenses	\$ 1,223,062,557
Unearned premiums	492,611,252
Accrued expenses	139,970,672
Funds held	574,049
Advance premiums	36,092,100
Amounts withheld	88,922,340
Remittances and items not allocated	2,687,969
Dividends declared and unpaid	21,522
Ceded reinsurance premium payable	22,103,335
Payable for securities	3,000,438
Statutory penalties	516,869
Current federal and foreign income taxes	26,959,811
Net deferred tax liability	0
Borrowed money and accrued interest	50,181,264
Drafts outstanding	0
Payable to affiliate	9,344,792
Other liabilities	14,003,896
Total Liabilities	<u>\$ 2,110,052,866</u>
Surplus:	
Common stock	\$ 10,000,375
Additional paid-in capital	242,451,084
Unassigned surplus	1,594,164,006
Total Surplus	<u>\$ 1,846,615,465</u>
Total Liabilities and Surplus	<u>\$ 3,956,668,331</u>

State of Ohio

County of Cuyahoga

The undersigned, being duly sworn, says: That he is the President of **RLI Insurance Company**; that said Company is a corporation duly organized, in the State of Illinois, and licensed and engaged in business in the State of _____ and has duly complied with all the requirements of the laws of said State applicable of said Company and is duly qualified to act as Surety under such laws; that said Company has also complied with and is duly qualified to act as Surety under the Act of Congress approved July 1947, 6U.S.C sec. 6-13; and that to the best of his knowledge and belief the above statement is a full, true, and correct statement of the financial condition of the said Company on the 31st day of December 2025.

Attest:



{ Corporate
Seal
Affixed }

Craig Kliethermes President
Olga S. Happel Assistant Secretary

Sworn to before me this 3rd day of March, 2026.



JILL A. SCOTT
Notary Public, State of Ohio
My Commission Expires:
September 22, 2030

{ Notarial
Seal
Affixed }

Jill A. Scott Notary Public, State of Ohio
M0058326_Portal