



## ONONDAGA COUNTY INDUSTRIAL DEVELOPMENT AGENCY APPLICATION INSTRUCTIONS

1. Fill in all blanks, using “none”, “not applicable”, or “not available” where the question is not appropriate to the project, which is the subject of this Application (the “Project”). If you have any questions about the way to respond, please call the Agency at 315-435-3770.
2. If an estimate is given as the answer to a question, put “(est.)” after the figure or answer, which is estimated. If more space is needed to answer any specific question, attach a separate sheet.
3. If the OCIDA Board approves benefits, it is the company’s responsibility to obtain and submit all necessary forms and documents. (ST-60, PILOT Agreement)
4. When completed, return this Application by mail or fax to the Agency at the address indicated below. A signed application may also be submitted electronically in PDF format to Isabelle Harris at [isabelleharris@ongov.net](mailto:isabelleharris@ongov.net). An Application will not be considered by the Agency until the Application fee has been received.
5. The Agency will not give final approval for this Application until the Agency receives a completed NYS Full Environmental Assessment Form concerning the Project, which is the subject of this Application. The form is available at <http://www.dec.ny.gov/permits/6191.html>.
6. Please note the Public officers Law declares all records in the possession of the OCIDA (with certain limited exceptions) are open to public inspection and copying. If the Applicant feels that there are elements of the Project which are in the nature of trade secrets which, if disclosed to the public or otherwise widely disseminated, would cause substantial injury to the Applicant’s competitive position, this Applicant must identify such elements in writing and request that such elements be kept confidential. In accordance with Article 6 of the Public Officer’s Law, the OCIDA may also redact personal, private, and/or proprietary information from publicly disseminated documents.
7. The Applicant will be required to pay the Agency Application fee and, if accepted as a project of the agency, all administrative and legal fees as stated in Section VI of the Application.
8. A complete application consists of the following 9 items:
  - This Application
  - Local Access Agreement
  - Employment Plan
  - Conflict of Interest
  - A feasibility statement indicating the need for the requested benefits
  - Description of project, Site Plans/Sketches, and Maps
  - NYS Full Environmental Assessment Form
  - A check payable to the Agency in the amount of \$1,000
  - A check payable to Barclay Damon LLP in the amount of \$2,500



It is the policy of the Agency that any project receiving benefits from the Onondaga County Industrial Development Agency will utilize 100% local contractors and local labor for the construction period of the project unless a waiver is granted in writing by the Agency.

**Return to:**

Onondaga County Industrial Development Agency  
Attn: Isabelle Harris  
333 W. Washington Street, Suite 130  
Syracuse, NY 13202  
Phone: 315-435-3770 | Fax: 315-435-3669  
[isabelleharris@ongov.net](mailto:isabelleharris@ongov.net)

**Section I: Applicant Information**

Please answer all questions. Use "None", "Not Applicable" and "See Attached" where necessary.

**A) Applicant information-company receiving benefits:**

Applicant Name: Immediate Mailing Services, Inc. (IMS, Inc.)

Applicant Address: 245 Commerce Blvd., Liverpool, NY 13088

Phone: 315-437-4389

Fax: 315-463-6070

Website: www.imsdirect.com

E-mail: dparker@imsdirect.com

Federal ID#: 16-1313143

NAICS: 323120; 511140; 561431; 541860

State and Year of Incorporation/Organization: New York, 1987

Will a Real Estate Holding Company be utilized to own the Project property/ facility? ☒ Yes ☐ No

What is the name of the Real Estate Holding Company: 245 Commerce, LLC

Federal ID#: 13-0481580

State and Year of Incorporation/Organization: New York;

List of stockholders, members, or partners of Real Estate Holding Company:

Warren L Vanderpool; John Mashia

**B) Individual Completing Application:**

Name: Debra Parker

Title: Human Resources

Address: 245 Commerce Blvd, Liverpool, NY 13088

Phone: 315-437-4189

Fax: 315-463-6070

E-mail: dparker@imsdirect.com

**C) Company Contact (if different from individual completing application):**

Name: Lee Vanderpool  
Title: Chairman and CEO  
Address: 245 Commerce Blvd, Liverpool, NY 13088  
Phone: 315-437-4189 Cell Phone: \_\_\_\_\_  
E-mail: leev@imsdirect.com

**D) Company Counsel:**

Name of Attorney: Philip Frankel  
Firm Name: Bond, Schoeneck & King Attorneys  
Address: 110 West Fayette Street, Syracuse, NY 13202  
Phone: 315-218-8127 Cell Phone: \_\_\_\_\_  
E-mail: pfrankel@bsk.com

**E) Business Organization (check appropriate category):**

- ☒ Corporation ☐ Partnership  
☐ Public Corporation ☐ Joint Venture  
☐ Sole Proprietorship ☐ Limited Liability Company

Others (please specify): N/A

Year Established: 1987

State in which Organization is established: NY

**F) List all stockholders, members, or partners with % of ownership greater than 5% :**

Name	% of ownership
<u>Warren L Vanderpool</u>	<u>93%</u>
<u>John Mashia</u>	<u>7%</u>
_____	_____
_____	_____



**G) Applicant Business Description:**

Describe in detail company background, products, customers, goods and services. Description is critical in determining eligibility:

See Attached

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Estimated % of sales within Onondaga County: 8%

Estimated % of sales outside Onondaga County but within New York State: 28%

Estimated % of sales outside New York State but within the U.S.: 57%

Estimated % of sales outside the U.S.: 7%

(\*Percentage to equal 100%)

**H) What percentage of your total annual supplies, raw materials and vendor services are purchased from firms in Onondaga County. Include list of vendors, raw material suppliers and percentages for each. Provide supporting documentation including estimated percentages of local purchases.**

31% See attachment

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**D) Applicant History:** If the answer to any of the following is “Yes”, please explain below. If necessary, attach additional information.

1. Is the company or management of the Company now a plaintiff or defendant in any civil or criminal litigation? ☐Yes ☒No

2. Has any person listed above ever been convicted of a criminal offense (other than a minor traffic violation)? ☐Yes ☒No

3. Has any person listed in Section I ever been in receivership or declared bankruptcy? ☐Yes ☒No

Explanation:

N/A

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**J)** Has the Project Beneficiary received assistance from OCIDA, SIDA, New York State, or the Onondaga Civic Development Corporation in the past? If yes, please give year, project name, description of benefits, and address of project.

☐Yes ☒No

Explanation:

N/A

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## Section II: Project Information

- A) Project Location: Location where the investment will take place. If company is moving, the new location should be entered here and the current location should be in Section I.

Address: 245 Commerce Blvd & 220 Commerce Blvd, Liverpool, NY 13080

Legal Address (if different): 245 Commerce Blvd

City: Liverpool

Village/Town: Village of Liverpool/Town of Salina

Zip Code: 13088

School District: Liverpool

Tax Map Parcel ID(s): ~~026-01-06.0~~ & ~~026-02-22.1~~

001.-01-09.1

Current Assessed Value: \$681,000 \$475,000 Sq. Footage of Existing Building: ~~32616 @ 245 & 5270 @ 220~~

Census Tract: N/A

20,020 + 5,270

- B) Type (Check all that apply):

☐ New construction

☒ Purchase of machinery and/or equipment

☒ Expansion/Addition to current facilities

☐ Brownfield/Remediated Brownfield

☒ Renovation of existing facility

☐ LEED Certification

☐ Acquisition of existing facility/property

☐ Other:

☐ Demolition

- C) Description of Project: Please provide a detailed narrative of the proposed Project. This narrative should include, but is not limited to: (i) the size of the Project in square feet and a breakdown of square footage per each intended use; (ii) the size of the lot upon which the Project sits or is to be constructed; (iii) the current use of the site and the intended use of the site upon completion of the Project; (iv) the principal products to be produced and/or the principal activities that will occur on the Project site; and (v) an indication as to why the Applicant is undertaking the Project and the need for the requested benefits. **Please separately attach the description and any copies of site plans, sketches, or maps.**



D) Select Project Type for all end users at Project site (you may check more than one):

\*\*Please check any and all end users as identified below

- |                                                           |                                                          |
|-----------------------------------------------------------|----------------------------------------------------------|
| <input checked="" type="checkbox"/> Industrial            | <input type="checkbox"/> Bank Office                     |
| <input type="checkbox"/> Acquisition of Existing Facility | <input type="checkbox"/> Retail                          |
| <input type="checkbox"/> Housing                          | <input type="checkbox"/> Mixed Use                       |
| <input checked="" type="checkbox"/> Equipment Purchase    | <input type="checkbox"/> Facility for Aging              |
| <input type="checkbox"/> Multi-Tenant                     | <input type="checkbox"/> Civic Facility (not for profit) |
| <input checked="" type="checkbox"/> Commercial            | <input type="checkbox"/> Other _____                     |

E) For the Agency to consider this Project, please provide the following information:

1. Does the project consist of new construction or expansion or substantial renovation of an existing facility?  
☒ Yes      ☐ No
2. Will the project create new employment opportunities or retain existing jobs that may otherwise be lost?  
☒ Yes      ☐ No
3. Does the project beneficiary serve a customer base primarily outside of Onondaga County?  
☐ Yes      ☒ No

F) Will the completion of the Project result in the removal of an industrial or manufacturing plant of the company from one area of the state to another area of the state OR in the abandonment of one or more plants or facilities of the company located within the state? Please explain if you answer "Yes" by attaching a response.

☐ Yes      ☒ No

G) Please describe any compelling circumstances the Agency should be aware of while reviewing this application.

N/A

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## H) Environmental Information

1. Please attach the appropriate Environmental Impact Forms to your application. Here is a link to the SEQR forms:

a. <http://www.dec.ny.gov/permits/6191.html>

2. Have any environmental issues been identified on the property?

☐ Yes ☒ No

If yes please explain:

N/A



### Section III: Construction

#### A) Project Costs and Finances

Description of Costs	Total Budget Amount	% of Total Budget to be procured in Onondaga	Total Private Expenditure (should be less than or equal to total budget amount)
Land Acquisition	N/A	100%	
Site Work/Demo	\$206,000	100%	\$206,000
Building Construction & Renovation	<b>\$950,000</b>	<b>100%</b>	<b>\$950,000</b>
Furniture & Fixtures	\$60,000	100%	\$60,000
Equipment			
Equipment Subject to NYS Production Sales Tax			
Engineering/Architect	\$55,000	100%	\$55,000
Financial Charges			
Legal	\$30,000	100%	\$30,000
Other			
Management/Developer Fees	\$30,000	100%	\$30,000
<b>Total Project Cost</b>	<b>\$1,331,000</b>		

**Note: Do not include OCIDA fees, OCIDA application fees, or OCIDA legal fees as part of the Total Project Cost. You may attach a separate chart if needed.**

B) TOTAL Capital Costs \$ 1,331,000

Project refinancing: estimated amount  
(for refinancing of existing debt only) \$ 1,300,000

Sources of Funds for Project Costs:

- |                                                                       |                                |
|-----------------------------------------------------------------------|--------------------------------|
| 1. Bank Financing                                                     | \$ <u>100%</u>                 |
| 2. Equity (excluding equity that is attributed to grants/tax credits) | \$ <u>                    </u> |
| 3. Tax Exempt Bond Issuance (if applicable)                           | \$ <u>N/A</u>                  |
| 4. Taxable Bond Issuance (if applicable)                              | \$ <u>N/A</u>                  |



5. Public Sources (Include sum total of all state and federal grants and tax credits)

\$ N/A

-Identify each state and federal grant/credit:

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

\$ \_\_\_\_\_

\$ \_\_\_\_\_

\$ \_\_\_\_\_

6. Total Sources of Funds for Project Costs

\$ 1,300,000

C) Employment and Payroll Information

\*Full Time Equivalent (FTE) is defined as one employee working no less than 40 hours per week or two or more employees together working a total of 40 hours per week.

1. Are there people currently employed at the project site?

☒ Yes

☐ No

If yes, provide number of FTE jobs at the facility: 148

2. Complete the following:

Estimate the number of FTE jobs to be retained as a result of this Project:	<b>148</b>
Estimate the number of construction jobs to be created by this Project:	<b>12-15</b>
Estimate the average length of construction jobs to be created (months):	<b>6 Months</b>
Current annual payroll at facility:	<b>\$2,992,770</b>
Average annual growth rate of wages:	<b>3%</b>
Please list, if any, benefits that will be available to either full and/or part time employees:	Health, Dental, Vision, 401K, Vacation, Personal Time Off, Supplemental
Average annual benefit paid by the company (\$ or % salary) per FTE job:	54% contribution on average for those employees who participate
Average growth rate of benefit cost:	
Amount or percent of wage employees pay for benefits:	<b>34%</b>
Provide an estimate of the number of residents in the Economic Development Region (Onondaga, Madison, Cayuga, Oneida, Oswego, and Cortland Counties) to fill new FTE jobs:	56% of our current workforce live within the Economic Development Region



D) New Employment Benefits

- i. Complete the following chart indicating the number of FTE jobs presently employed at the Project and the number of FTE jobs that will be created at the Project site at the end of the first, second, third, fourth, and fifth years after the Project is completed. Jobs should be listed by title of category (see below), including FTE independent contractors or employees of independent contractors that work at the Project location. Do not include construction workers. Feel free to include additional information or a separate chart if you feel that additional material would add clarity.

Current & Planned Full Time Occupations (Job Titles)	Salary (Annual or Hourly)	Current Number of FTEs	Estimated Number of FTE Jobs added each year after project				
			Year 1	Year 2	Year 3	Year 4	Year 5
Production	\$14-\$17/hour	75	5	5	5		
Developer	\$50K-\$70K	5	2				
IT	\$40K-\$75K	8	2				
Account Manager	\$40K-\$50K	8	1				
Administrative	\$50K	8	1				
Production Manager	\$50K	5	1				
<b>Job Creation Subtotal</b>		109	12	5	5		

For purposes of completing the chart, please list the job titles that will be increasing in number. If possible, please attach a brief description that outlines what each job entails.

If you prefer, you may attach a job chart of your own that outlines what the job growth projections are for the project.

E) Financial Assistance sought (estimated values):

☒ Real Property Tax Abatement (PILOT): \_\_\_\_\_

☒ Mortgage Recording Tax Exemption (.75% of amount mortgaged): \$9,750

☒ Sales and Use Tax Exemption (4% Local, 4% State): \$56,000

☐ Tax Exempt Bond Financing (Amount Requested): N/A

☐ Taxable Bond Financing (Amount Requested): N/A



F) Mortgage Recording Tax Exemption Benefit Calculator: Amount of mortgage that would be subject to mortgage recording tax:

Mortgage Amount (include sum total of construction/permanent/  
bridge financing): \$ 1,300,000

Estimated Mortgage Recording Tax Exemption Benefit (product of  
mortgage amount as indicated above multiplied by .0075): \$ 9,750

G) Sales and Use Tax Benefit Calculator: Gross amount of costs for goods and services that are subject to State and local Sales and US tax – said amount to benefit from the Agency's Sales and Use Tax exemption benefit:

\$ 700,000

Estimated State and local Sales and Use Tax Benefit (product of 8% multiplied by the figure, above) (This should match the amount in section "E" on this page, this calculation only exists to help you with your estimate):

\$ 56,000



## Section IV: Estimate of Real Property Tax Abatement Benefits\*\*\* and Percentage of Project Costs Financed from Public Sector Sources

\*\* Section IV of this Application will be: (i) completed by IDA Staff based upon information contained within the Application, and (ii) provided to the Applicant for ultimate inclusion as part of this completed Application.

### A) PILOTS Estimate Table Worksheet

OCIDA estimate of current value	
New construction and renovation costs	
OCIDA estimate of increase in value	
OCIDA estimated value of completed project	
OCIDA estimate of taxes that would have been collected if the project did not occur	
Scheduled PILOT payments	

PILOT Year	Exemption %	County PILOT Amount	Local PILOT Amount	School PILOT Amount	Total PILOT	Full Tax Payment w/o PILOT	Net Exemption
1	100						
2	90						
3	80						
4	70						
5	60						
6	50						
7	40						
8	30						
9	20						
10	10						
TOTAL							

\*\*\* Estimates provided are based on current property tax rates and assessment value (current as of date of application submission) and have been calculated by IDA staff



## Section V: Local Access Policy Agreement

In absence of a waiver permitting otherwise, every project seeking the assistance of the Onondaga County Industrial Development Agency (Agency) must use local general contractors, sub-contractors, and labor for one-hundred percent (100%) of the construction of new, expanded, or renovated facilities. The project's construction or project manager need not be a local company.

**Noncompliance may result in the revoking and/or recapture of all benefits extended to the project by the Agency. Local Labor is defined as laborers permanently residing in the State of New York counties of Cayuga, Cortland, Herkimer, Jefferson, Madison, Oneida, Onondaga, Oswego, Tompkins, and Wayne. Local (General/Sub) Contractor is defined as a contractor operating a permanent office in the State of New York counties of Cayuga, Cortland, Herkimer, Jefferson, Madison, Oneida, Onondaga, Oswego, Tompkins and Wayne. The Agency may determine on a case-by-case basis to waive the Local Access Policy for a project or for a portion of a project where consideration of warranty issues, necessity of specialized skills, significant cost differentials between local and non-local services or other compelling circumstances exist. The procedure to address a local labor waiver can be found in the OCIDA handbook, which is available upon request.**

Prior to issuance of any NYS Tax & Finance ST-60 forms, the Applicant must submit a **Contractor Status Report to the Agency**.

In consideration of the extension of financial assistance by the Agency IMS, Inc. (the Company) understands the Local Access Policy and agrees to complete Appendix C of the Agency's application at the time of the application to the Agency and as part of a request to extend the valid date of the Agency's tax-exempt certificate for the Project. The Company understands an Agency tax-exempt certificate is valid for 12 months from the effective date of the project inducement and extended thereafter upon request by the Company. The Company further understands any request for a waiver to this policy must be submitted in writing and approved by the Agency before a tax exempt certificate is issued or extended.

I agree to the conditions of this agreement and certify all information provided regarding the construction and employment activities for the project as of \_\_\_\_\_ (date).

Company: Immediate Mailing Services, Inc.

Representative for Contract: Debra Parker

Address: 245 Commerce Blvd City: Liverpool State: NY Zip: 13088

Phone: 315-437-4189 Email: dparker@imsdirect.com

Project Address: 220 & 245 Commerce Blvd City: Liverpool State: NY Zip: 13088

General Contractor: To Be Determined

Contact Person: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Authorized Representative: \_\_\_\_\_ Title: \_\_\_\_\_

Signature: \_\_\_\_\_



## Section VI: Agency Fee Schedule

### **Payment Terms:**

Application & Processing Fee (payable at the time of application):	\$1,000
Legal Deposit (payable at the time of application):	\$2,500
Agency Fee for Bond Projects:	Payable at Closing
Agency and Legal Fees for all other projects:	Due and Payable at Inducement

**\* A sales tax certificate (ST-60) will not be issued until the Agency Fee is Paid in Full**

**\* Agency Fees:** The project cost is the Total Project Cost from section III A

Fee for Manufacturing Projects under \$10 million:	0.0075 of the project cost
Fee for Agency Projects except those with PILOT agreements:	0.01 of the project cost
Additional Fee for PILOT Agreement Projects:	0.0025 of the project cost
Fee for bond refinancing & refunding:	0.0025 of the refinancing or refunding amount.

**Agency Legal Fees:** The project cost is the total project cost from section III A

Fee for first \$20 million:	0.0025 of the project cost
Fee for expenses above \$20 million:	0.00125 of the project cost

In addition to the foregoing, Applicants are responsible for payment of all costs and expenses incurred by OCIDA in connection with application or Project including without limitation publication, copying costs, SEQRA compliance and fees and costs to OCIDA's attorneys, engineers, and consultants. OCIDA reserves the right to require a deposit to cover anticipated costs. Application fees are payable at time application/request is submitted. All fees are non-refundable. Applicants for bond transactions are responsible for payment of a Bond Issuance Charge payable to the State of New York. Applicants are also responsible for payment of post-closing fees and costs associated with the appointment of additional agents.

OCIDA reserves the right to modify this schedule at any time and assess fees and charges in connection with other transactions such as grants of easement or lease of OCIDA-owned property.



## Section VII: Recapture of Tax Abatement/Exemptions

**Recapture of Benefits:** It is the policy of the Agency to recapture the value of Payment in Lieu of Taxes (PILOTs), State and County Sales Tax, and Mortgage Recording Tax Exemptions in accordance with the provisions contained herein and the Laws of the State of New York. Before receiving benefits, projects of the Agency must attest in writing to their understanding of an agreement to the Recapture Provisions of the Agency Uniform Tax Exemption Policy. The recapture provision contained herein may be modified from time to time by the Board at its sole discretion.

**Recapture of a PILOT, Sales Tax and the Mortgage Recording Tax Exemptions:** In the event the facility is sold or closed, or the number of jobs is reduced below 75% of the number employed or projected to be employed at time of application to the Agency and no substantial future economic benefit is likely to accrue to the community, then the value of the Property Tax, Sales tax and the Mortgage Recording Tax benefits extended to the Project by the Agency shall be subject to recapture.

**Recapture Payment:** The Recapture payment paid by the Project to the Agency shall be determined (1) by the difference between any PILOT payments made by the Project and the property taxes that would be paid by the Project, if the property were not in the ownership or control of the Agency, (2) the value of any Mortgage Recording Tax Exemption, if awarded to the Project and (3) the amount of sales tax that would have been paid if an exemption was not granted.

**Recapture of the PILOT, Sales Tax or Mortgage Recording Tax:** The Recapture Schedule for a Payment in Lieu of Tax Agreement, Sales Tax or the Mortgage Recording Tax is as follows:

Within two (2) years of Certificate of Occupancy:	100%
Within three (3) years:	80%
Within four (4) years:	60%
Within five (5) years:	40%
Within six (6) years:	30%
Within seven (7) years:	20%
Within eight (8) years:	10%
Eight years or more:	0%

**Distribution of the Recapture Payment:** Any funds recaptured as the result of an Agreement with the Agency shall be distributed to the affected taxing jurisdictions in the same proportion as if the payments were paid or owned by the Project on the date of recapture.

**Additional Conditions for the Recapture of Sales and Use Tax:** As of April 1, 2013, New York State law requires Industrial Development Agencies to recapture sales tax benefits where:



- A project is not entitled to receive the benefits;
- Exemptions received exceed the amount authorized by the Agency;
- Exemptions are claimed by the Project for unauthorized property or services; or
- A project fails to use property in the manner required by its IDA agreements.

**I have read the foregoing and agree to comply with all the terms and conditions contained therein as well as policies of the Onondaga County Industrial Agency.**

Name of Applicant Company

Immediate Mailing Services, Inc.

Signature of Officer or Authorized Representative:

Warren L. Vanderpool

Name & Title of Officer or Authorized Representative:

Warren L. Vanderpool, Chairman and CEO

Date:

2/26/18



## Section VIII: Employment Plan

**Jobs Listings:** In accordance with §858-b(2) of the New York General Municipal Law, the Applicant understands and agrees that if the Project receives any Financial Assistance from the Agency, except as otherwise provided by collective bargaining agreements, new employment opportunities created as a result of the Project will be listed with the New York State Department of Labor Business Services and with the administrative entity of the service delivery area created by the Workforce Innovation and Opportunity Act of 2014 in which the Project is located. In Onondaga County, please contact CNY Works. Additionally, the applicant is encouraged to review the services provided by JOBSPlus! for candidate matching services.

Are the employees of your company currently covered by a collective bargaining agreement?

☐ Yes ☒ No

If yes, name and location: \_\_\_\_\_

Is the labor pool in Onondaga County and/or the CNY Economic Development Region adequate to fill new positions?

☒ Yes ☐ No

Enter Company Name in three (3) places below and sign by an authorized company officer:

In consideration of the benefits provided by the Onondaga County Industrial Development Agency (OCIDA), IMS, Inc., project beneficiary, also agrees to report to OCIDA on the number of new employment opportunities created in connection with industrial or commercial projects financed by the proceeds of such benefits to be listed with the New York State Department of Labor Business Services and CNY Works.

IMS, Inc., project beneficiary, also agrees to report to OCIDA on or before March 1 of each year of status of employment opportunities filed with the New York State Department of Labor Business Services, including the number of new employment opportunities created, the number listed, and the number filled for the year ending the prior December 31.

IMS, Inc., project beneficiary, further agrees that, to the extent practicable and feasible, and subject to the requirements of any existing collective bargaining agreement, shall fill at least 10% of new employment opportunities with persons eligible for service under the Workforce Innovation and Opportunity Act of 2014.

Name of Applicant Company: Immediate Mailing Services, Inc.

Signature of Officer or Authorized Representative: Warren L. Vanderpool

Name & Title of Officer or Authorized Representative: Warren L. Vanderpool, Chairman & CEO

Date: 2/26/18



NYS Department of Labor:  
Roy Jewell  
Associate Business Service Representative  
450 South Salina Street, Syracuse, NY 13202 315-479-3362  
[roy.jewell@labor.ny.gov](mailto:roy.jewell@labor.ny.gov)  
[www.labor.ny.gov](http://www.labor.ny.gov)

CNY Works  
Chris Kennedy  
Business Development Specialist  
960 James Street, Syracuse, NY 13203  
315-477-6974  
[ckennedy@cnyworks.com](mailto:ckennedy@cnyworks.com)  
[www.cnyworks.com](http://www.cnyworks.com)



## Section IX: Conflict of Interest

### Agency Board Members

1. Patrick Hogan
2. Steve Morgan
3. Victor Ianno
4. Sue Stanczyk
5. Kevin Ryan
6. Janice Herzog
7. Fanny Villarreal

### Agency Officers/Staff

1. Julie Cerio
2. Isabelle Harris
3. Nathaniel Stevens
4. Karen Doster
5. Chris Cox

### Agency Legal Counsel & Auditor

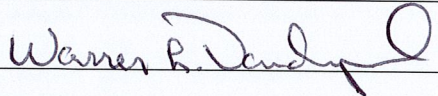
1. Anthony Rivizzigno, Esq., Barclay Damon LLP
2. Michael G. Lisson, CPA, Grossman St. Amour Certified Public Accountants PLLC

The Applicant has received from the Agency a list of members, officers and staff of the Agency. To the best of my knowledge, no member, officer or employee of the Agency has an interest, whether direct or indirect, in any transaction contemplated by this Application, except as hereinafter described:

Name of Applicant Company

Immediate Mailing Services, Inc.

Signature of Officer or Authorized Representative:



Name & Title of Officer or Authorized Representative:

Warren L Vanderpool

Date: 2/26/18



## Section X: Representations, Certifications, and Indemnification

Warren L Vanderpool (Name of CEO or other authorized representative of Applicant) confirms and says that he/she is the Chairman & CEO (title) of Immediate Mailing Services, Inc. (name of corporation or other entity) named in the attached Application (the "Applicant"), that he/she has read the foregoing Application and knows the contents thereof, and hereby represents, understands, and otherwise agrees with the Agency and as follows:

- A. First Consideration for Employment:** In accordance with §858-b (2) of the New York General Municipal Law, the Applicant understands and agrees that if the Project receives any Financial Assistance from the Agency, except as otherwise provided by collective bargaining agreements, where practicable, the Applicant will first consider persons eligible to participate in WIA programs who shall be referred by the CNY Works for new employment opportunities created as a result of the Project.
- B. Other NYS Facilities:** In accordance with §862 (1) of the New York General Municipal Law, the Applicant understands and agrees that projects which will result in the removal of an industrial or manufacturing plant of the project occupant from one area of the state to another area of the state or in the abandonment of one or more plants or facilities of the project occupant within the state is ineligible for Agency Financial Assistance, unless otherwise approved by the Agency as reasonably necessary to preserve the competitive position of the project in its respective industry or is reasonably necessary.
- C. Annual Sales Tax Filings:** In accordance with §874(8) of the New York General Municipal Law, the Applicant understands and agrees that if the Project receives any sales tax exemptions as part of the Financial Assistance from the Agency, the Applicant agrees to file, or cause to be filed, with the New York State Department of Taxation and Finance, the annual form prescribed by the Department of Taxation and Finance, describing the value of all sales tax exemptions claimed by the Applicant and all consultants or subcontractors retained by the Applicant.
- D. Outstanding Bonds:** The Applicant understands and agrees to provide on an annual basis any information regarding bonds, if any, issued by the Agency for the project that is requested by the Comptroller of the State of New York.
- E. Employment Reports:** The Applicant understands and agrees that, if the Project receives any financial assistance from the Agency, the Applicant agrees to file with the Agency, at least annually or as otherwise required by the Agency, reports regarding the number of people employed at the project site, salary levels, contractor utilization and such other information (collectively, "Employment Reports") that may be required from time to time on such appropriate forms as designated by the Agency. Failure to provide Employment Reports within 30 days of an Agency request shall be an Event of Default under the PILOT Agreement between the Agency and Applicant and, if applicable, and Event of Default under the Agent Agreement between the Agency and Applicant. In addition, a Notice of Failure to provide the Agency with an Employment Report may be reported to



Agency board members, said report being an agenda item subject to the open meetings law.

- F. Absence of Conflicts of Interest:** The Applicant has received from the Agency a list of the members, officers and employees of the Agency. No member, officer or employee of the Agency has an interest, whether direct or indirect in any transaction contemplated by this Application, except as hereinafter described in Section X.
- G. Compliance:** The Applicant understands and agrees that it is in substantial compliance with applicable local, state, and federal tax, worker protection, and environmental laws, rules, and regulations.
- H.** The Applicant understands and agrees that the provisions of Section 862(1) of the New York General Municipal Law, as provided below, will not be violated if financial assistance is provided for the proposed Project:

§ 862. Restrictions on funds of the Agency. (1) No funds of the Agency shall be used in respect of any project if the completion thereof would result in the removal of an industrial or manufacturing plant of the project occupant from one area of the state to another area of the state or in the abandonment of one of more plants or facilities of the project occupant located within the state, provided, however, that neither restriction shall apply if the agency shall determine on the basis of the application before it that the project is reasonably necessary to discourage the project occupant from removing such other plant or facility to a location outside the state or is reasonably necessary to preserve the competitive position of the project occupant in its respective industry.

- I.** The Applicant confirms and acknowledges that the owner, occupant, or operator receiving financial assistance for the proposed Project is in substantial compliance with applicable local, state, and federal tax, worker protection and environmental laws, rules and regulations.
- J.** The Applicant confirms and acknowledges that the submission of any knowingly false or knowingly misleading information may lead to the immediate termination of any financial assistance and the reimbursement of an amount equal to all or part of any tax exemption claimed by reason of the Agency's involvement in the Project.
- K.** The Applicant confirms and hereby acknowledges that as of the date of this Application, the Applicant is in substantial compliance with all provisions of Article 18-A of the New York General Municipal Law, including, but not limited to, the provision of Section 859-a and Section 862(1) of the New York General Municipal Law.
- L.** The Applicant and the individual executing this Application on behalf of Applicant acknowledge that the Agency and its counsel will rely on the representations and covenants made in this Application when acting hereon and hereby represents that the statements made herein do not contain any untrue statement of a material fact and do not omit to state a material fact necessary to make the statement contained herein not misleading.



- M. The OCIDA has the right to request and inspect supporting documentation regarding attestations made on this application.
- N. **Hold Harmless Agreement:** Applicant hereby releases Onondaga County Industrial Development Agency and the members, officers, servants, agents and employees thereof (the "Agency") from, agrees that the Agency shall not be liable for, and agrees to indemnify, defend and hold the Agency harmless from and against any and all liability arising from or expense incurred by: (A) the Agency's examination and processing of, and action pursuant to or upon, the attached Application, regardless of whether or not the Application or the Project described therein or the tax-exemptions and other assistance requested therein are favorably acted upon by the Agency; (B) the Agency's acquisition, construction, and/or installation of the Project described therein and (C) any further action taken by the Agency with respect to the Project, including without limiting the generality of the foregoing, all cause of action and attorney's fees and any other expenses incurred in defending any suits or action which may arise as a result of any of the foregoing. If, for any reason, the Applicant fails to conclude or consummate necessary negotiations, or fails, within a reasonable or specified period of time, to take reasonable, proper or requested action, or withdraws, abandons, cancels or neglects the Application, or if the Agency or the Applicant are unable to reach final agreement with respect to the Project, then, and in the event, upon presentation of an invoice itemizing the same, the Applicant shall pay to the Agency, its agents or assigns, all costs incurred by the Agency in the process of the Application, including attorney's fees, if any



Name of Applicant Company

Immediate Mailing Services, Inc.

Signature of Officer or Authorized Representative:

Warren L Vanderpool

Name & Title of Officer or Authorized Representative:

Warren L Vanderpool, Chairman & CEO

Date: 2/26/18

STATE OF NEW YORK )

COUNTY OF ONONDAGA )ss.;

Warren L Vanderpool, being first duly sworn, deposes and says:

1. That I am the CEO + Owner (Corporate Office) of Immediate Mailing Services, Inc. (Applicant) and that I am duly authorized on behalf of the Applicant to bind the Applicant.
2. That I have read and attached Application, I Know the contents thereof, and that to the best of my knowledge and belief, this Application and the contents of this Application are true, accurate and complete

(Signature of Officer)

Subscribed and affirmed to me under penalties of perjury this 26th day of February, 2018.

Tara DeBois

(Notary Public)

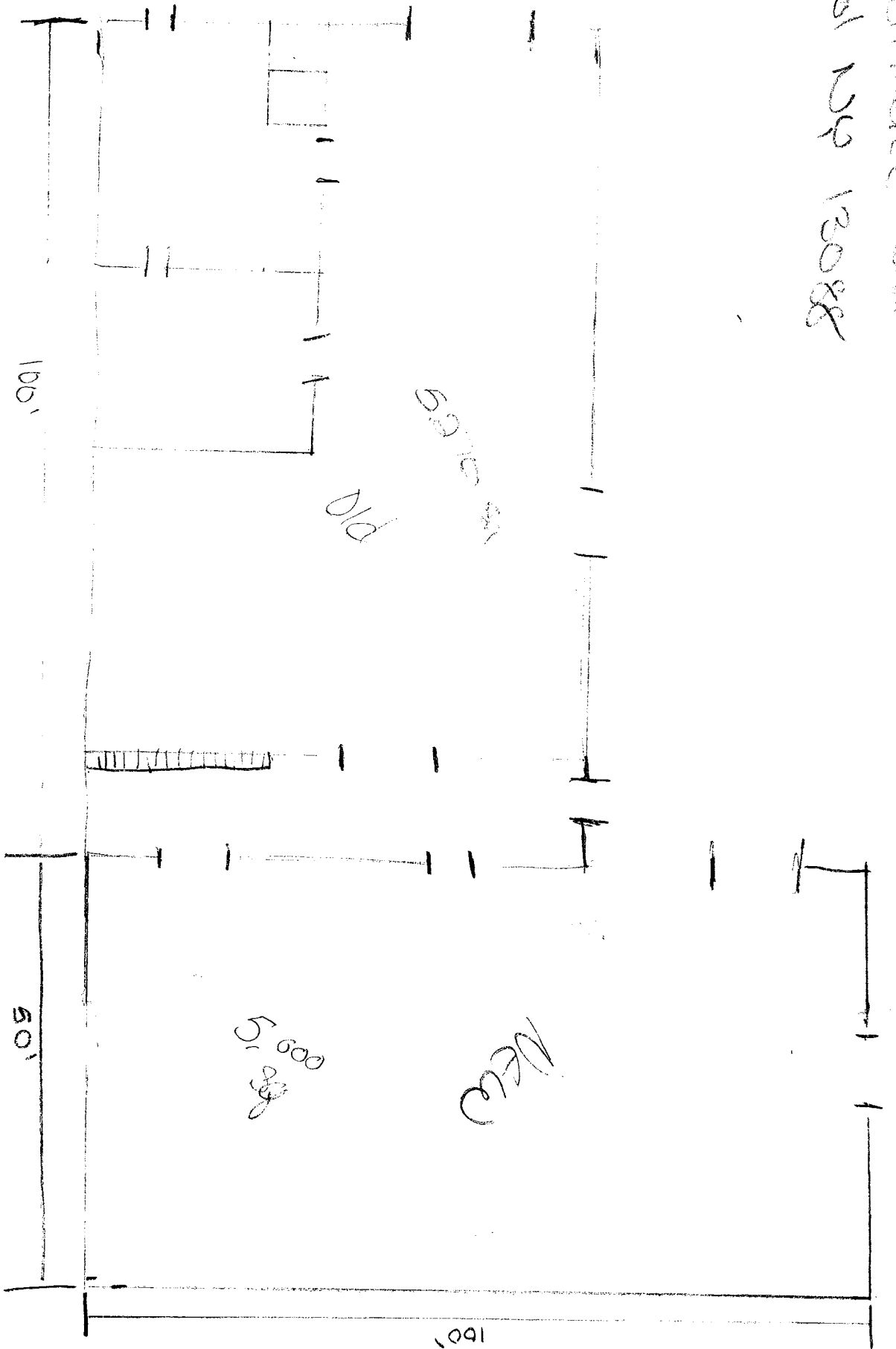
TARA DEBOIS  
NOTARY PUBLIC-STATE OF NEW YORK  
No. 01DE6318212  
Qualified in Cayuga County End of Application  
My Commission Expires January 20, 2019







800 Commerce Blvd  
Liverpool NY 13088





## Section I – G from page 4

### Applicant Business Description:

Immediate Mailing Services, Inc. (IMS, Inc.) is a nationally recognized integrated service provider of print, mail, and electronic delivery services. We have transformed into one of the most recognized names in transactional document delivery. IMS, Inc. is proud of our ability to provide excellent service to a large and diverse clientele that includes many of the top-tier performers in the fields of financial services, insurance, credit unions, community banks, healthcare and collections (ARM).

For more than 30 years, IMS has provided organizations throughout the US and Canada the ability to save money and increase operational efficiency by leveraging our industry leading mail service. We have over 25 years of experience in producing and managing transactional documents, including bills, statements, invoices, checks and more. Utilizing our advanced technology, our development and project management teams work to present data in a meaningful and efficient format, ready to deliver through multiple channels. We are available for all marketing and creative customer needs. IMS also offers an expansive suite of eServices to help foster growth and increase a customer's capacity to manage communications.

We continue to invest in technology, unmatched capability, cost efficiency, and the security of our customer's data. We produce over one million daily mail pieces, have over 1500 satisfied clients, maintain a client retention rate of 98%, and process at five facilities.

In December of 2017, IMS was named #57 on Printing Impressions list of Largest 400 Printing Companies, the 34th consecutive year that we've compiled the PI top printer rankings.

Because of our recognition, we continue to grow and therefore are in the process of expanding our operations.



Section I – H from page 4

Percentages

Sum of Inv Amt			
County	Vendor Name	Total	
Onondaga	AMERICAN CANCER SOCIETY	500.00	0.00%
	BOYS AND GIRLS CLUBS OF SYRACUSE	600.00	0.00%
	DANNIBLE & MCKEE, LLP	30,000.00	0.14%
	DAVE ROUSSEAU-AMEX	3,708.00	0.02%
	DEREK POWER-AMEX	3,221.60	0.02%
	DOMINICK FALCONE AGENCY INC	7,988.07	0.04%
	EXPRESS SAVE INDUSTRIES, INC	296,300.00	1.39%
	JUST THE RIGHT STUFF	1,290,032.28	6.06%
	KEY BANK	1,327,967.60	6.24%
	MARK DYER-M&T	18,688.77	0.09%
	MATT WINDHAUSEN-AMEX	7,054.36	0.03%
	NATIONAL GRID	53,938.59	0.25%
	POSTMASTER	18,193,046.25	85.53%
	Spectrum Business	7,142.84	0.03%
	TARA DEBOIS AMEX	10,230.24	0.05%
	VILLIAGE OF LIVERPOOL RECEIVER OF TAXES	20,519.89	0.10%
<b>Onondaga Total</b>		<b>21,270,938.49</b>	<b>31%</b>
<b>Other County</b>		<b>16,192,442.43</b>	
<b>Out of State</b>		<b>31,351,247.16</b>	
<b>Grand Total</b>		<b>68,814,628.08</b>	



# 2017 COUNTY AND TOWN REAL PROPERTY TAXES

## TOWN OF SALINA - ONONDAGA COUNTY, NEW YORK

FISCAL YEAR:	01/01/17 - 12/31/17	COUNTY STATE AID:				\$153,053,586
WARRANT DATE:	12/27/16	TOWN STATE AID:				\$972,400
TAX MAP NUMBER		BANK	NYS SCHOOL CODE	BILL PAGE	BILL NO.	
314801 001.-01-09.1		AAAA001	348	1 OF 1	9	

### MAKE CHECK PAYABLE TO

(UNTIL 03/31/17)

IN PERSON  
PAYMENT:

OWNER:

ALICIA J. MACCOLLUM  
RECEIVER OF TAXES  
201 SCHOOL ROAD  
LIVERPOOL, NEW YORK 13088

TOWN HALL, 201 SCHOOL ROAD  
MONDAY THRU FRIDAY  
9:00 A.M. TO 4:30 P.M.  
TELEPHONE: 315-451-0840

245 Commerce LLC  
245 Commerce Blvd  
Liverpool NY 13088-4541

### PROPERTY INFORMATION:

DIMENSION: 3.03 ACRES  
RS: 1 710 MANUFACTURING  
ADDRESS: Commerce Blvd (Rear)

FULL MARKET VALUE 325,500  
UNIFORM % OF VALUE 100.00  
ASSESSMENT AS OF JULY 1 325,500

EXEMPTIONS: FULL VALUE:

LEVY DESCRIPTION	TAX LEVY	% Change From Prior Yr	RATE	TAXABLE VALUE	AMOUNT DUE
County tax - (100% applied to state mandated costs)	141,096.060	1.0	5.3086		1,727.95
Town govt services	3,803,808	4.1	1.7310		563.44
UNPAID SCHOOL TAX			1.0700		9,794.96
CDR20 Bloody brook drg co	203,564	.0	.6650		216.46
CSW15 Onon co san un			411.1100	1.00 Unit	411.11
CWR50 County water e	1,696,205	.0	.0628		20.44
FP014 Liverpool fire prot	1,685,506	.8	1.4498		471.91

### PARTIAL PAYMENTS MAY BE MADE ON THIS TAX.

> IF you choose to make partial payments, the first MUST be made by JANUARY 31.  
> Each partial payment can be any amount and must include current penalties.

> Up to 4 partial payments may be made.  
> No delinquent taxes may be due on this property.  
> After MARCH 31 the entire balance is due to the County Finance Department.

PENALTY SCHEDULE:	PERCENT	PENALTY	TOTAL DUE
JAN 01 - JAN 31: 0.00%	.00	13,206.27	
FEB 01 - FEB 28: 1.00%	132.06	13,338.33	
MAR 01 - MAR 31: 1.50%	198.09	13,404.36	
APR 01-APR 30 PAY TO COUNTY (TAX + 6%)		13,998.65	

**TOTAL** \$13,206.27  
**DATE DUE** 01/31/17

### 2017 COUNTY AND TOWN REAL PROPERTY TAXES RECEIVERS STUB

314  
245  
245  
Liv  
563.44  
+ 4,052.48  
4,615.92

PENALTY SC  
JAN 01 - JA  
FEB 01 - F  
MAR 01 - F  
APR 01 - A

AU = 325,500

www.SyracuseCentral.com

BANK: AAAA001  
TOWN OF: SALINA  
SCHOOL: 314801 LIVERPOOL  
PROPERTY ADDRESS:  
Commerce Blvd (Rear)

TAL DUE

BILL NO. 9  
314801 001.-01-09.1

Amt Paid: 13206.27  
Date Paid: 1/26/2017

RECEIVERS

OR A RECEIPT RETURN ENTIRE BILL AND CHECK THIS BOX. ☐

SDG REPRODUCTION OF FORM 122

COUNTY/TOWN TAX BILL TEMPLATE



# 2017 - 2018 LIVERPOOL VILLAGE TAX

## TOWN OF SALINA - ONONDAGA COUNTY, NEW YORK

FISCAL YEAR: 06/01/17 - 05/31/18

WARRANT DATE: 05/15/17

ESTIMATED STATE AID: \$26,501

TAX MAP NUMBER	BANK	NYS TAX SCHOOL CODE	BILL NO.
314801 001.-01-09.1	AAAA001	348	9

### MAKE CHECK PAYABLE TO

(UNTIL 10/31/17)

IN PERSON  
PAYMENT:

OWNER:

VILLAGE TREASURER  
VILLAGE OF LIVERPOOL  
310 SYCAMORE STREET  
LIVERPOOL, NEW YORK 13088

VILLAGE HALL  
310 SYCAMORE STREET  
MONDAY THRU FRIDAY  
8AM TO 4PM

245 Commerce LLC  
245 Commerce Blvd  
Liverpool NY 13088-4541

#### PROPERTY INFORMATION:

DIMENSION: 3.03 ACRES  
RS: 1 710 MANUFACTURING  
ADDRESS: Commerce Blvd (Rear)

FULL MARKET VALUE 325,500  
UNIFORM % OF VALUE 100.00  
ASSESSMENT AS OF JULY 1 325,500  
EXEMPTIONS: FULL VALUE:

LEVY DESCRIPTION	TAX LEVY	% Change From Prior Yr Levy	RATE	TAXABLE VALUE	AMOUNT DUE
VILLAGE TAX VSW05 Village sanitary sew	1.568.165	1.0	12.450000 130.000000	1.00UN	4.052.48 130.00

#### PARTIAL PAYMENTS MAY BE MADE ON THIS TAX.

> IF you choose to make partial payments, the first  
MUST be made by 07/03/17  
> Each partial payment can be any amount and must  
include current penalties.

> Up to 4 partial payments may be made.  
> No delinquent taxes may be due on this property.  
> After 10/31/17 the entire balance is due to the  
County Finance Department.

PENALTY SCHEDULE:	PERCENT	PENALTY	TOTAL DUE
JUNE 01 - JULY 03 0.00%	.00	4,182.48	07/03/17
JULY 04 - JULY 31 5.00%	209.12	4,391.60	
AUG 01 - AUG 15 6.00%	250.95	4,433.43	
*AUG 16 - AUG 31 6.00%	251.95	4,434.43	
*SEPT 01 - SEPT 30 7.00%	293.77	4,476.25	FROM JUNE 01 TO OCT 31 PAY TO
*OCT 01 - OCT 31 8.00%	335.60	4,518.08	VILLAGE TREASURER
*NOV 01 - NOV 17 14.45%	605.51	4,787.99	FROM NOV 01 TO NOV 17 PAY TO

**TOTAL DUE \$4,182.48**  
**DATE DUE 07/03/17**

THE ONONDAGA COUNTY  
CHIEF FISCAL OFFICER

Payment must be received by NOV 17

\* After August 15th \$1 is included in the penalty for the cost of the second notice.

### 2017 - 2018 LIVERPOOL VILLAGE TAX RECEIVERS STUB

314801 001.-01-09.1  
245 Commerce LLC  
245 Commerce Blvd  
Liverpool NY 13088-4541

BANK: AAAA001  
TOWN OF: SALINA  
SCHOOL: 314801 LIVERPOOL  
PROPERTY ADDRESS:  
Commerce Blvd (Rear)

Amt Paid:  
Date Paid:

PENALTY SCHEDULE:	PERCENT	PENALTY	TOTAL DUE
JUNE 01 - JULY 03 0.00%	.00	4,182.48	07/03/17
JULY 04 - JULY 31 5.00%	209.12	4,391.60	
AUG 01 - AUG 15 6.00%	250.95	4,433.43	
*AUG 16 - AUG 31 6.00%	251.95	4,434.43	
*SEPT 01 - SEPT 30 7.00%	293.77	4,476.25	FROM JUNE 01 TO OCT 31 PAY TO
*OCT 01 - OCT 31 8.00%	335.60	4,518.08	VILLAGE TREASURER
*NOV 01 - NOV 17 14.45%	605.51	4,787.99	FROM NOV 01 TO NOV 17 PAY TO

THE ONONDAGA COUNTY  
CHIEF FISCAL OFFICER

P.O. BOX 1004  
SYRACUSE, NY 13201-1004

BILL NO. 9  
314801 001.-01-09.1

**RECEIVERS STUB MUST BE RETURNED WITH PAYMENT. FOR A RECEIPT RETURN ENTIRE BILL AND CHECK THIS BOX.** ☐



# 2017 - 2018 LIVERPOOL SCHOOL TAX

## TOWN OF SALINA - ONONDAGA COUNTY, NEW YORK

FISCAL YEAR: 07/01/17 - 06/30/18

WARRANT DATE: 08/22/17

ESTIMATED STATE AID: \$62,600,555

TAX MAP NUMBER	BANK	NYS TAX & FINANCE SCHOOL CODE	BILL NO.
314801 001.-01-09.1	AAAA001	348	3375

### MAKE CHECK PAYABLE TO

(UNTIL 10/31/17)

IN PERSON  
PAYMENT:

OWNER:

ALICIA J. MACCOLLUM  
RECEIVER OF TAXES  
201 SCHOOL ROAD  
LIVERPOOL, N.Y. 13088

TOWN HALL, 201 SCHOOL ROAD  
MONDAY THRU FRIDAY  
9:00 AM TO 4:30 PM  
TELEPHONE: 315-451-0840

245 Commerce LLC  
245 Commerce Blvd  
Liverpool NY 13088-4541

### PROPERTY INFORMATION:

DIMENSION: 3.03 ACRES  
RS: 1 710 MANUFACTURING  
ADDRESS: Commerce Blvd (Rear)

FULL MARKET VALUE 325,500

UNIFORM % OF VALUE 100.00

ASSESSMENT AS OF JULY 1 325,500

EXEMPTIONS: FULL VALUE:

LEVY DESCRIPTION	TAX LEVY	% Change From Prior Yr	RATE	TAXABLE VALUE	AMOUNT DUE
SCHOOL TAX	82,829,680	2.5	27.504224	325,500	8,952.62
LIBRARY TAX	3,704,600	1.0	1.230141	325,500	400.41

### PARTIAL PAYMENTS ARE ALLOWED BY THIS SCHOOL DISTRICT

1. If you choose to make partial payments, the first MUST be made by 10/04/17.
2. Each partial payment may be any amount and must include current penalties.
3. Up to 3 partial payments may be made.
4. No delinquent taxes may be due on this property
5. After 10/31/17 the entire balance is due to the County Finance Department.

PENALTY SCHEDULE:	PERCENT	PENALTY	TOTAL DUE
SEPT 05 - OCT 04 0.00%	.00	9,353.03	10/04/17
OCT 05 - OCT 31 2.00%	187.06	9,540.09	
AFTER 10/31/17, PAYMENT MUST BE MADE TO THE COUNTY.			
NOV 01 - NOV 17 5.00%	467.65	9,820.68	

**TOTAL DUE \$9,353.03**  
**DATE DUE 10/04/17**

FROM SEPT 05 TO OCT 31 PAY TO  
ALICIA J. MACCOLLUM  
FROM NOV 01 TO NOV 17 PAY TO  
THE ONONDAGA COUNTY  
CHIEF FISCAL OFFICER  
P.O. BOX 1004  
SYRACUSE, NY 13201-1004

ONONDAGA COUNTY FINANCE DEPT - 15TH FLOOR. NEW OFFICE HOURS 8:00AM - 4PM.  
EFFECTIVE JAN 1, 2009

### 2017 - 2018 LIVERPOOL SCHOOL TAX RECEIVERS STUB

314801 001.-01-09.1  
245 Commerce LLC  
245 Commerce Blvd  
Liverpool NY 13088-4541

BANK: AAAA001  
TOWN OF: SALINA  
SCHOOL: 314801 LIVERPOOL  
PROPERTY ADDRESS:  
Commerce Blvd (Rear)

PENALTY SCHEDULE:	PERCENT	PENALTY	TOTAL DUE
SEPT 05 - OCT 04 0.00%	.00	9,353.03	10/04/17
OCT 05 - OCT 31 2.00%	187.06	9,540.09	
AFTER 10/31/17, PAYMENT MUST BE MADE TO THE COUNTY.			
NOV 01 - NOV 17 5.00%	467.65	9,820.68	

**BILL NO. 3375**

314801 001.-01-09.1

Amt Paid: 9353.03

Date Paid: 9/18/2017

**RECEIVERS STUB MUST BE RETURNED WITH PAYMENT. FOR A RECEIPT RETURN ENTIRE BILL AND CHECK THIS BOX.**



**2017 - 2018 LIVERPOOL SCHOOL TAX**  
**TOWN OF SALINA - ONONDAGA COUNTY, NEW YORK**

FISCAL YEAR: 07/01/17 - 06/30/18

WARRANT DATE: 08/22/17

ESTIMATED STATE AID: \$62,600,555

TAX MAP NUMBER	BANK	NYS TAX & FINANCE SCHOOL CODE	BILL NO.
314889 026.-02-22.1		348	6439

**MAKE CHECK  
PAYABLE TO**

(UNTIL 10/31/17)

IN PERSON  
PAYMENT:

OWNER:

ALICIA J. MACCOLLUM  
RECEIVER OF TAXES  
201 SCHOOL ROAD  
LIVERPOOL, N.Y. 13088

TOWN HALL, 201 SCHOOL ROAD  
MONDAY THRU FRIDAY  
9:00 AM TO 4:30 PM  
TELEPHONE: 315-451-0840

Hubeny Richard D  
14 Indian Orchard Ln  
Liverpool NY 13090-3023

**PROPERTY INFORMATION:**

DIMENSION: 125.00 X 302.81

RS: 1 449 DISTRIBUTION FACILITY

ADDRESS: 220 Commerce Blvd

FULL MARKET VALUE 150,000

UNIFORM % OF VALUE 100.00

ASSESSMENT AS OF JULY 1 150,000

EXEMPTIONS: FULL VALUE:

LEVY DESCRIPTION	TAX LEVY	% Change From Prior Yr	RATE	TAXABLE VALUE	AMOUNT DUE
SCHOOL TAX	82,829,680	2.5	27.504224	150,000	4,125.63
LIBRARY TAX	3,704,600	1.0	1.230141	150,000	184.52

**PARTIAL PAYMENTS ARE ALLOWED BY THIS SCHOOL DISTRICT**

1. If you choose to make partial payments, the first MUST be made by 10/04/17.
2. Each partial payment may be any amount and must include current penalties.
3. Up to 3 partial payments may be made.
4. No delinquent taxes may be due on this property
5. After 10/31/17 the entire balance is due to the County Finance Department.

PENALTY SCHEDULE:	PERCENT	PENALTY	TOTAL DUE
SEPT 05 - OCT 04 0.00%	.00	4,310.15	10/04/17
OCT 05 - OCT 31 2.00%	86.20	4,396.35	
AFTER 10/31/17, PAYMENT MUST BE MADE TO THE COUNTY.			
NOV 01 - NOV 17 5.00%	215.51	4,525.66	

**TOTAL DUE \$4,310.15**  
**DATE DUE 10/04/17**

FROM SEPT 05 TO OCT 31 PAY TO  
ALICIA J. MACCOLLUM  
FROM NOV 01 TO NOV 17 PAY TO  
THE ONONDAGA COUNTY  
CHIEF FISCAL OFFICER  
P.O. BOX 1004  
SYRACUSE, NY 13201-1004

ONONDAGA COUNTY FINANCE DEPT - 15TH FLOOR. NEW OFFICE HOURS 8:00AM - 4PM.  
EFFECTIVE JAN 1, 2009

**2017 - 2018 LIVERPOOL SCHOOL TAX  
RECEIVERS STUB**

314889 026.-02-22.1  
Hubeny Richard D  
14 Indian Orchard Ln  
Liverpool NY 13090-3023

BANK:  
TOWN OF: SALINA  
SCHOOL: 314801 LIVERPOOL  
PROPERTY ADDRESS:  
220 Commerce Blvd

PENALTY SCHEDULE:	PERCENT	PENALTY	TOTAL DUE
SEPT 05 - OCT 04 0.00%	.00	4,310.15	10/04/17
OCT 05 - OCT 31 2.00%	86.20	4,396.35	
AFTER 10/31/17, PAYMENT MUST BE MADE TO THE COUNTY.			
NOV 01 - NOV 17 5.00%	215.51	4,525.66	

**BILL NO. 6439**

314889 026.-02-22.1

Amt Paid:  
Date Paid:

**RECEIVERS STUB MUST BE RETURNED WITH PAYMENT. FOR A RECEIPT RETURN ENTIRE BILL AND CHECK THIS BOX.** ☐



# 2017 COUNTY AND TOWN REAL PROPERTY TAXES TOWN OF SALINA - ONONDAGA COUNTY, NEW YORK

FISCAL YEAR: 01/01/17 - 12/31/17		COUNTY STATE AID: \$153,053,586			
WARRANT DATE: 12/27/16		TOWN STATE AID: \$972,400			
TAX MAP NUMBER		BANK	NYS SCHOOL CODE	BILL PAGE	BILL NO.
314889 026.-02-22.1			348	1 OF 1	3108

## MAKE CHECK PAYABLE TO

(UNTIL 03/31/17)

IN PERSON  
PAYMENT:

OWNER:

ALICIA J. MACCOLLUM  
RECEIVER OF TAXES  
201 SCHOOL ROAD  
LIVERPOOL, NEW YORK 13088

TOWN HALL, 201 SCHOOL ROAD  
MONDAY THRU FRIDAY  
9:00 A.M. TO 4:30 P.M.  
TELEPHONE: 315-451-0840

Hubeny Richard D  
14 Indian Orchard Ln  
Liverpool NY 13090-3023

### PROPERTY INFORMATION:

DIMENSION: 125.00 X 302.81  
RS: 1 449 DISTRIBUTION FACILITY  
ADDRESS:

220 Commerce Blvd

FULL MARKET VALUE 150,000  
UNIFORM % OF VALUE 100.00  
ASSESSMENT AS OF JULY 1 150,000

EXEMPTIONS: FULL VALUE:

LEVY DESCRIPTION	TAX LEVY	% Change From Prior Yr	RATE	TAXABLE VALUE	AMOUNT DUE
County tax - (100% applied to state mandated costs)	141,096,060	1.0	5.3086		796.29
Town govt services	3,803,808	4.1	2.4080		361.20
Highway tax	4,393,332	4.1	2.9489		442.34
CDR20 Bloody brook drg co	203,564	.0	.6650		99.75
CSW15 Onon co san un			411.1100	1.00 Unit	411.11
CWR40 County water	1,696,205	.0	.0628		9.42
FP014 Liverpool fire prot	1,685,506	.8	1.4498		217.47
SX245 Cons Sewer 5 Buckley			59.3236	1.00 Unit	59.32
WT044 Salina cons wat sup			6.2760	1.00 Unit	6.28

### PARTIAL PAYMENTS MAY BE MADE ON THIS TAX.

> IF you choose to make partial payments, the first MUST be made by JANUARY 31.  
> Each partial payment can be any amount and must include current penalties.

> Up to 4 partial payments may be made.  
> No delinquent taxes may be due on this property.  
> After MARCH 31 the entire balance is due to the County Finance Department.

PENALTY SCHEDULE:	PERCENT	PENALTY	TOTAL DUE
JAN 01 - JAN 31: 0.00%	.00	2,403.18	
FEB 01 - FEB 28: 1.00%	24.03	2,427.21	
MAR 01 - MAR 31: 1.50%	36.05	2,439.23	
APR 01-APR 30 PAY TO COUNTY (TAX + 6%)		2,547.37	

**TOTAL \$2,403.18**  
**DATE DUE 01/31/17**

## 2017 COUNTY AND TOWN REAL PROPERTY TAXES RECEIVERS STUB

314889 026.-02-22.1  
Hubeny Richard D  
14 Indian Orchard Ln  
Liverpool NY 13090-3023

BANK:  
TOWN OF: SALINA  
SCHOOL: 314801 LIVERPOOL  
PROPERTY ADDRESS:  
220 Commerce Blvd

PENALTY SCHEDULE:	PERCENT	PENALTY	TOTAL DUE
JAN 01 - JAN 31: 0.00%	.00	2,403.18	
FEB 01 - FEB 28: 1.00%	24.03	2,427.21	
MAR 01 - MAR 31: 1.50%	36.05	2,439.23	
APR 01-APR 30 PAY TO COUNTY (TAX + 6%)		2,547.37	

BILL NO. 3108  
314889 026.-02-22.1

Amt Paid: 2403.18  
Date Paid: 1/26/2017

**RECEIVERS STUB MUST BE RETURNED WITH PAYMENT. FOR A RECEIPT RETURN ENTIRE BILL AND CHECK THIS BOX.** ☐



# 2017 COUNTY AND TOWN REAL PROPERTY TAXES

## TOWN OF SALINA - ONONDAGA COUNTY, NEW YORK

FISCAL YEAR: 01/01/17 - 12/31/17	COUNTY STATE AID: \$153,053,586			
WARRANT DATE: 12/27/16	TOWN STATE AID: \$972,400			
TAX MAP NUMBER	BANK	NYS SCHOOL CODE	BILL PAGE	BILL NO.
314889 026.-01-06.0	AAAA001	348	1 OF 1	3082

### MAKE CHECK PAYABLE TO

(UNTIL 03/31/17)

IN PERSON  
PAYMENT:

OWNER:

ALICIA J. MACCOLLUM  
RECEIVER OF TAXES  
201 SCHOOL ROAD  
LIVERPOOL, NEW YORK 13088

TOWN HALL, 201 SCHOOL ROAD  
MONDAY THRU FRIDAY  
9:00 A.M. TO 4:30 P.M.  
TELEPHONE: 315-451-0840

245 Commerce LLC  
245 Commerce Blvd  
Liverpool NY 13088-4541

PROPERTY INFORMATION:  
DIMENSION: 2.22 ACRES  
RS: 1 710 MANUFACTURING  
ADDRESS:

245 Commerce Blvd

FULL MARKET VALUE 531,000  
UNIFORM % OF VALUE 100.00  
ASSESSMENT AS OF JULY 1 531,000

EXEMPTIONS:

FULL VALUE:

LEVY DESCRIPTION	TAX LEVY	% Change From Prior Yr	RATE	TAXABLE VALUE	AMOUNT DUE
County tax - (100% applied to state mandated costs)	141,096,060	1.0	5.3086		2,818.87
Town govt services	3,803,808	4.1	2.4080		1,278.65
Highway tax	4,393,332	4.1	2.9489		1,565.87
CDR20 Bloody brook drg co	203,564	.0	.6650		353.12
CSW15 Onon co san un			411.1100	1.00 Unit	411.11
CWR50 County water e	1,696,205	.0	.0628		33.35
FP014 Liverpool fire prot	1,685,506	.8	1.4498		769.84
SX245 Cons Sewer 5 Buckley			59.3236	1.29 Unit	76.53
WT044 Salina cons wat sup			6.2760	1.00 Unit	6.28

PARTIAL

> IF you choose to make partial payments, the first MUST be made by JANUARY 31.  
> Each partial payment can be any amount and must include current penalties.

PENALTY SCHEDULE: PERCENT  
JAN 01 - JAN 31: 0.00% .00 7.31  
FEB 01 - FEB 28: 1.00% 73.14 7.31  
MAR 01 - MAR 31: 1.50% 109.70  
APR 01-APR 30 PAY TO COUNTY (TAX + 6%)

1,278.65  
+ 1,565.87  
2,844.52

AV = 531,000

www.SyracuseCentral.com

314889 026.-01-06.0  
245 Commerce LLC  
245 Commerce Blvd  
Liverpool NY 13088-4541

TOWN OF: SALINA  
SCHOOL: 314801 LIVERPOOL  
PROPERTY ADDRESS:  
245 Commerce Blvd

PENALTY SCHEDULE: PERCENT PENALTY TOTAL DUE  
JAN 01 - JAN 31: 0.00% .00 7,313.62  
FEB 01 - FEB 28: 1.00% 73.14 7,386.76  
MAR 01 - MAR 31: 1.50% 109.70 7,423.32  
APR 01-APR 30 PAY TO COUNTY (TAX + 6%) 7,752.44

BILL NO. 3082

314889 026.-01-06.0

Amt Paid: 7313.62

Date Paid: 1/26/2017

RECEIVERS STUB MUST BE RETURNED WITH PAYMENT. FOR A RECEIPT RETURN ENTIRE BILL AND CHECK THIS BOX. ☐



**2017 - 2018 LIVERPOOL SCHOOL TAX**  
**TOWN OF SALINA - ONONDAGA COUNTY, NEW YORK**

FISCAL YEAR: 07/01/17 - 06/30/18

WARRANT DATE: 08/22/17

ESTIMATED STATE AID: \$62,600,555

TAX MAP NUMBER	BANK	NYS TAX & FINANCE SCHOOL CODE	BILL NO.
314889 026.-01-06.0	AAAA001	348	6413

**MAKE CHECK  
PAYABLE TO**

(UNTIL 10/31/17)

IN PERSON  
PAYMENT:

OWNER:

ALICIA J. MACCOLLUM  
RECEIVER OF TAXES  
201 SCHOOL ROAD  
LIVERPOOL, N.Y. 13088

TOWN HALL, 201 SCHOOL ROAD  
MONDAY THRU FRIDAY  
9:00 AM TO 4:30 PM  
TELEPHONE: 315-451-0840

245 Commerce LLC  
245 Commerce Blvd  
Liverpool NY 13088-4541

**PROPERTY INFORMATION:**

DIMENSION: 2.22 ACRES  
RS: 1 710 MANUFACTURING  
ADDRESS: 245 Commerce Blvd

FULL MARKET VALUE 531,000  
UNIFORM % OF VALUE 100.00  
ASSESSMENT AS OF JULY 1 531,000

EXEMPTIONS: FULL VALUE:

LEVY DESCRIPTION	TAX LEVY	% Change From Prior Yr	RATE	TAXABLE VALUE	AMOUNT DUE
SCHOOL TAX	82,829,680	2.5	27.504224	531,000	14,604.74
LIBRARY TAX	3,704,600	1.0	1.230141	531,000	653.20

**PARTIAL PAYMENTS ARE ALLOWED BY THIS SCHOOL DISTRICT**

1. If you choose to make partial payments, the first MUST be made by 10/04/17.
2. Each partial payment may be any amount and must include current penalties.
3. Up to 3 partial payments may be made.
4. No delinquent taxes may be due on this property
5. After 10/31/17 the entire balance is due to the County Finance Department.

PENALTY SCHEDULE:	PERCENT	PENALTY	TOTAL DUE
SEPT 05 - OCT 04 0.00%	.00	15,257.94	10/04/17
OCT 05 - OCT 31 2.00%	305.16	15,563.10	
AFTER 10/31/17, PAYMENT MUST BE MADE TO THE COUNTY.			
NOV 01 - NOV 17 5.00%	762.90	16,020.84	

**TOTAL DUE \$15,257.94**  
**DATE DUE 10/04/17**

FROM SEPT 05 TO OCT 31 PAY TO  
ALICIA J. MACCOLLUM  
FROM NOV 01 TO NOV 17 PAY TO  
THE ONONDAGA COUNTY  
CHIEF FISCAL OFFICER  
P.O. BOX 1004  
SYRACUSE, NY 13201-1004

ONONDAGA COUNTY FINANCE DEPT - 15TH FLOOR. NEW OFFICE HOURS 8:00AM - 4PM.  
EFFECTIVE JAN 1, 2009

**2017 - 2018 LIVERPOOL SCHOOL TAX  
RECEIVERS STUB**

314889 026.-01-06.0  
245 Commerce LLC  
245 Commerce Blvd  
Liverpool NY 13088-4541

BANK: AAAA001  
TOWN OF: SALINA  
SCHOOL: 314801 LIVERPOOL  
PROPERTY ADDRESS:  
245 Commerce Blvd

PENALTY SCHEDULE:	PERCENT	PENALTY	TOTAL DUE
SEPT 05 - OCT 04 0.00%	.00	15,257.94	10/04/17
OCT 05 - OCT 31 2.00%	305.16	15,563.10	
AFTER 10/31/17, PAYMENT MUST BE MADE TO THE COUNTY.			
NOV 01 - NOV 17 5.00%	762.90	16,020.84	

**BILL NO. 6413**

314889 026.-01-06.0

Amt Paid: 15257.94  
Date Paid: 9/18/2017

**RECEIVERS STUB MUST BE RETURNED WITH PAYMENT. FOR A RECEIPT RETURN ENTIRE BILL AND CHECK THIS BOX.**