



COIDA Board Meeting Agenda

Friday October 11, 2024 8:00 AM

Updated 10/07/24

- **Call COIDA Board meeting to order-Chair**
- **Roll Call** – Calling of Board members, announcement as to whether a quorum is present
- **Approval of Previous Board Meeting Minutes**
 - *September 13, 2024 Board Meeting Minutes (Electronic) – Motion*
- **Financial** – Michael Dobell
 - *COIDA/ORLF Accept Monthly Financials (Finance Package) – Motion*
 - *PILOT Report- Matt*
- **Report of Committees/Departments/Sites**
 - Business Development – Gabrielle Barone
 - Project Update – Staff
 - Facilities/Sites- Michael
 - MAP and LDC Report - Matt
 - Legal – Kevin Zanner
 - Marketing – Michael
- **Executive Session – If Required – Motion (Including invitees)**
 - *Action on any matters from executive session – Motion*
- **Unfinished Business**
 -
- **New Business**
 - **Consider the approval of the 2025 operating Budget – Motion**
 - **Consider entering into a shared service agreement with Orleans Land Restoration Corporation – Motion**
 - **Consider entering into a shared service agreement with Orleans County Local Development Corporation – Motion**
 - **Consider the approval for scheduling public hearings for the Hemlock Ridge Solar project – Motion**
 - **Consider retaining The Harrison Studio for administration and technical services – Motion**
 - **Consider extending agreement with Diane Blanchard for 1 year - Motion**
- **Adjournment**



KeyBank
P.O. Box 93885
Cleveland, OH 44101-5885

Public Sector Statement
September 30, 2024
page 1 of 3

1750

13 X 968 00013 R EM T1
COUNTY OF ORLEANS INDUSTRIAL
DEVELOPMENT AGENCY
121 N MAIN ST FL 2
ALBION NY 14411-1237

Questions or comments?
Call our Key Business Resource Center
1-888-KEY4BIZ (1-888-539-4249)

BEDIA

Public Transaction Basic 1750
COUNTY OF ORLEANS INDUSTRIAL
DEVELOPMENT AGENCY

Beginning balance 8-31-24	\$58,624.77
3 Additions	+51,800.00
21 Subtractions	-38,783.48
Ending balance 9-30-24	\$71,641.29

Additions

Deposits	Date	Serial #	Source	
	9-3		Deposit Branch 0290 New York	\$300.00
	9-16		Deposit Branch 0290 New York	1,500.00
	9-19		Deposit Branch 0290 New York	50,000.00
Total additions				\$51,800.00

Subtractions

Paper Checks * check missing from sequence

Check	Date	Amount	Check	Date	Amount	Check	Date	Amount
3200	9-5	\$422.50	*3206	9-17	29.48	3210	9-12	15.38
3201	9-18	139.98	3207	9-16	104.02	3211	9-16	85.00
3202	9-16	4,000.00	3208	9-12	655.90	*3213	9-25	5,500.00
3203	9-12	154.87	3209	9-12	11.99	3214	9-30	105.12
3204	9-16	65.16						

Paper Checks Paid \$11,288.80

Withdrawals	Date	Serial #	Location	
	9-4		Direct Withdrawal, Hmknycbill Hmknycbill	\$2,674.44
	9-5		Direct Withdrawal, 9102716322 Cons Coll	1,069.23
	9-10		Direct Withdrawal, Paychex Eib Invoice	172.04
	9-12		Direct Withdrawal, Paychex-Rcx Payroll	7,666.20
	9-12		Direct Withdrawal, Paychex Tps Taxes	4,047.91
	9-17		Direct Withdrawal, Line of Credit Payment	150.00
	9-26		Direct Withdrawal, Paychex Payroll	7,666.98

1750 -

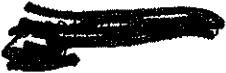
Reconciled
10/14/24
- - 1



Subtractions
(con't)

<i>Withdrawals</i>	<i>Date</i>	<i>Serial #</i>	<i>Location</i>	
	9-26		Direct Withdrawal, Paychex Tps Taxes	4,047.88
			Total subtractions	\$38,783.48

...



9:46 AM

10/04/24

Orleans Economic Development Agency
Reconciliation Summary
200.001 - OEDA Agency Checking, Period Ending 09/30/2024

	<u>Sep 30, 24</u>
Beginning Balance	58,624.77
Cleared Transactions	
Checks and Payments - 25 Items	-38,783.48
Deposits and Credits - 4 Items	51,800.00
Total Cleared Transactions	<u>13,016.52</u>
Cleared Balance	<u>71,641.29</u>
Uncleared Transactions	
Checks and Payments - 8 Items	-5,327.99
Deposits and Credits - 3 Items	2,619.53
Total Uncleared Transactions	<u>-2,708.46</u>
Register Balance as of 09/30/2024	<u>68,932.83</u>
New Transactions	
Checks and Payments - 3 Items	-8,684.71
Deposits and Credits - 1 Item	300.00
Total New Transactions	<u>-8,384.71</u>
Ending Balance	<u>60,548.12</u>

9:45 AM
10/04/24

**Orleans Economic Development Agency
Reconciliation Detail
200.001 - OEDA Agency Checking, Period Ending 09/30/2024**

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						58,624.77
Cleared Transactions						
Checks and Payments - 25 Items						
Check	08/26/2024		Highmark BCBSWNY	X	-2,674.44	-2,674.44
Check	09/03/2024		NYS & Local Emplo...	X	-1,069.23	-3,743.67
Check	09/04/2024	3200	Diane L Blanchard	X	-422.50	-4,166.17
Check	09/10/2024		Paychex	X	-172.04	-4,338.21
Liability Check	09/11/2024		Paychex	X	-4,047.91	-8,386.12
Check	09/11/2024	3202	Mindful Media Group	X	-4,000.00	-12,386.12
Check	09/11/2024	3208	Key Bank	X	-655.30	-13,041.42
Check	09/11/2024	3203	Michael R Dobell	X	-154.87	-13,196.29
Check	09/11/2024	3201	Spectrum Enterprise	X	-139.98	-13,336.27
Check	09/11/2024	3207	U.S. Bank Equipme...	X	-104.02	-13,440.29
Check	09/11/2024	3204	Orleans Co. Treasurer	X	-65.16	-13,505.45
Check	09/11/2024	3206	Indoff Incorporated	X	-29.48	-13,534.93
Check	09/11/2024	3210	Key Bank	X	-15.38	-13,550.31
Check	09/11/2024	3209	Key Bank	X	-11.99	-13,562.30
Check	09/12/2024	3211	Roush C.P.A. PC	X	-85.00	-13,647.30
Paycheck	09/13/2024		Gabrielle L Barone	X	-3,114.88	-16,762.18
Paycheck	09/13/2024		Michael R Dobell	X	-2,655.99	-19,418.17
Paycheck	09/13/2024		Mathew R Holland	X	-1,895.33	-21,313.50
Check	09/18/2024	3213	Greater Rochester E...	X	-5,500.00	-26,813.50
Check	09/23/2024	3214	Verizon Wireless	X	-105.12	-26,918.62
Liability Check	09/26/2024		Paychex	X	-4,047.88	-30,966.50
Paycheck	09/27/2024		Gabrielle L Barone	X	-3,115.64	-34,082.14
Paycheck	09/27/2024		Michael R Dobell	X	-2,656.00	-36,738.14
Paycheck	09/27/2024		Mathew R Holland	X	-1,895.34	-38,633.48
Check	10/01/2024		M&T Bank	X	-150.00	-38,783.48
Total Checks and Payments					-38,783.48	-38,783.48
Deposits and Credits - 4 Items						
Deposit	09/03/2024			X	300.00	300.00
Check	09/16/2024	3212	Verizon Wireless	X	0.00	300.00
Payment	09/16/2024	00012...	Town of Yates	X	1,500.00	1,800.00
Payment	09/19/2024	4523	Orleans County Tre...	X	50,000.00	51,800.00
Total Deposits and Credits					51,800.00	51,800.00
Total Cleared Transactions					13,016.52	13,016.52
Cleared Balance					13,016.52	71,641.29
Uncleared Transactions						
Checks and Payments - 8 items						
General Journal	11/16/2022	Posta...			-76.35	-76.35
Liability Check	07/18/2023	2916	Orleans Co. Treasurer		-48.72	-125.07
Liability Check	08/01/2023	2923	Orleans Co. Treasurer		-1.74	-126.81
Liability Check	08/29/2023	2987	Orleans Co. Treasurer		-48.72	-175.53
Check	09/03/2024	3199	Gabrielle L Barone		-132.66	-308.19
Check	09/11/2024	3205	ASAP Checks		-100.36	-408.55
Check	09/23/2024	3215	Village of Albion (v)		-2,245.00	-2,653.55
Check	09/26/2024		Highmark BCBSWNY		-2,674.44	-5,327.99
Total Checks and Payments					-5,327.99	-5,327.99
Deposits and Credits - 3 Items						
General Journal	04/12/2017	Posta...			21.18	21.18
General Journal	10/24/2022	Posta...			123.35	144.53
Payment	03/08/2024	4048	Medina Hospitality		2,475.00	2,619.53
Total Deposits and Credits					2,619.53	2,619.53
Total Uncleared Transactions					-2,708.46	-2,708.46
Register Balance as of 09/30/2024					10,308.06	68,932.83

9:45 AM

10/04/24

Orleans Economic Development Agency
Reconciliation Detail
200.001 · OEDA Agency Checking, Period Ending 09/30/2024

Type	Date	Num	Name	Clr	Amount	Balance
New Transactions						
Checks and Payments - 3 Items						
Check	10/01/2024		NYS & Local Retire...		-712.82	-712.82
Check	10/02/2024	3217	Camoin Associates		-4,000.00	-4,712.82
Check	10/02/2024	3216	HurwitzFine PC		-3,971.89	-8,684.71
Total Checks and Payments					-8,684.71	-8,684.71
Deposits and Credits - 1 Item						
Deposit	10/02/2024				300.00	300.00
Total Deposits and Credits					300.00	300.00
Total New Transactions					-8,384.71	-8,384.71
Ending Balance					1,923.35	60,548.12



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Public Sector Statement
September 30, 2024
 page 1 of 2

852348282

3 X 968 00003 R EM T1
 COUNTY OF ORLEANS INDUSTRIAL
 DEVELOPMENT AGENCY
 121 N MAIN ST FL 2
 ALBION NY 14411-1237

Questions or comments?
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PPLOT

Public Transaction 852348282
 COUNTY OF ORLEANS INDUSTRIAL
 DEVELOPMENT AGENCY

Beginning balance 8-31-24	\$4,506.46
5 Additions	+530,348.74
3 Subtractions	-515,803.27
Ending balance 9-30-24	\$19,051.93

Additions

Deposits	Date	Serial #	Source	
	9-9		Deposit Branch 0290 New York	\$4,169.82
	9-16		Deposit Branch 0290 New York	509,112.55
	9-16		Deposit Branch 0290 New York	2,520.90
	9-23		Deposit Branch 0290 New York	8,330.12
	9-23		Deposit Branch 0290 New York	6,215.35
Total additions				\$530,348.74

Subtractions

Paper Checks * check missing from sequence

Check	Date	Amount	Check	Date	Amount	Check	Date	Amount
944	9-18	\$4,169.82	945	9-30	509,112.55	946	9-24	2,520.90
							Paper Checks Paid	\$515,803.27

Fees and charges

See your Account Analysis statement for details.

*Received
 10/4/24
 MCH How
 [Signature]*

9:51 AM

10/04/24

Orleans Economic Development Agency
Reconciliation Summary
200.003 - OEDA PILOT Checking, Period Ending 09/30/2024

	Sep 30, 24
Beginning Balance	4,506.46
Cleared Transactions	
Checks and Payments - 3 Items	-515,803.27
Deposits and Credits - 5 Items	530,348.74
Total Cleared Transactions	14,545.47
Cleared Balance	19,051.93
Uncleared Transactions	
Checks and Payments - 3 Items	-19,051.92
Total Uncleared Transactions	-19,051.92
Register Balance as of 09/30/2024	0.01
New Transactions	
Checks and Payments - 5 Items	-121,668.23
Deposits and Credits - 5 Items	121,668.23
Total New Transactions	0.00
Ending Balance	0.01



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Public Sector Statement
September 30, 2024
 page 1 of 2



X 809 00000 R EM T1
 COUNTY OF ORLEANS INDUSTRIAL DEVELOPMENT
 OEDA COUNTY FUNDS ACCOUNT
 121 N MAIN ST FL 2
 ALBION NY 14411-1237

Questions or comments?
 Call our Key Business Resource Center
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County

Public Savings ~~XXXXXXXXXX~~1777
 COUNTY OF ORLEANS INDUSTRIAL DEVELOPMENT
 OEDA COUNTY FUNDS ACCOUNT

Beginning balance 8-31-24	\$161,351.86
Interest paid	+53.06
Ending balance 9-30-24	\$161,404.92

Interest earned

Annual percentage yield (APY) earned	0.40%
Number of days this statement period	30
Interest paid 9-30-24	\$53.06
Interest earned this statement period	\$53.05
Interest paid year-to-date	\$474.01



9:56 AM

10/04/24

Orleans Economic Development Agency
Reconciliation Summary
200.006 · OEDA County Fund Acct, Period Ending 09/30/2024

	<u>Sep 30, 24</u>
Beginning Balance	161,351.86
Cleared Transactions	
Deposits and Credits - 1 Item	<u>53.06</u>
Total Cleared Transactions	<u>53.06</u>
Cleared Balance	<u>161,404.92</u>
Register Balance as of 09/30/2024	161,404.92
Ending Balance	161,404.92

9:56 AM
10/04/24

Orleans Economic Development Agency
Reconciliation Detail
200.006 · OEDA County Fund Acct, Period Ending 09/30/2024

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						161,351.86
Cleared Transactions						
Deposits and Credits - 1 Item						
Deposit	09/30/2024			X	53.06	53.06
Total Deposits and Credits					53.06	53.06
Total Cleared Transactions					53.06	53.06
Cleared Balance					53.06	161,404.92
Register Balance as of 09/30/2024					53.06	161,404.92
Ending Balance					53.06	161,404.92

9:51 AM
10/04/24

**Orleans Economic Development Agency
Reconciliation Detail
200.003 · OEDA PILOT Checking, Period Ending 09/30/2024**

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						4,506.46
Cleared Transactions						
Checks and Payments - 3 Items						
Check	09/11/2024	944	Medina Central Sch...	X	-4,169.82	-4,169.82
Check	09/18/2024	945	Medina Central Sch...	X	-509,112.55	-513,282.37
Check	09/18/2024	946	Lyndonville Central ...	X	-2,520.90	-515,803.27
Total Checks and Payments					-515,803.27	-515,803.27
Deposits and Credits - 5 Items						
Payment	09/09/2024	1713	Medina Hospitality	X	4,169.82	4,169.82
Payment	09/18/2024		Empire Fruit LLC Pl...	X	2,520.90	6,690.72
Payment	09/18/2024	29447	Western New York ...	X	509,112.55	515,803.27
Payment	09/23/2024	174297	Save Holley High LLC	X	6,215.35	522,018.62
Payment	09/23/2024	2961	Hendrickson Holding...	X	8,330.12	530,348.74
Total Deposits and Credits					530,348.74	530,348.74
Total Cleared Transactions					14,545.47	14,545.47
Cleared Balance					14,545.47	19,051.93
Uncleared Transactions						
Checks and Payments - 3 Items						
Check	07/10/2024	941	Village of Holley (v)		-4,506.45	-4,506.45
Check	09/23/2024	947	Medina Central Sch...		-8,330.12	-12,836.57
Check	09/23/2024	948	Holley Central Scho...		-6,215.35	-19,051.92
Total Checks and Payments					-19,051.92	-19,051.92
Total Uncleared Transactions					-19,051.92	-19,051.92
Register Balance as of 09/30/2024					-4,506.45	0.01
New Transactions						
Checks and Payments - 6 Items						
Check	10/02/2024	949	Kendall Central Sch...		-75,841.15	-75,841.15
Check	10/02/2024	950	Medina Central Sch...		-14,727.94	-90,569.09
Check	10/02/2024	952	Medina Central Sch...		-14,403.77	-104,972.86
Check	10/02/2024	953	Alblon Central Scho...		-9,080.06	-114,052.92
Check	10/02/2024	951	Medina Central Sch...		-7,615.31	-121,668.23
Total Checks and Payments					-121,668.23	-121,668.23
Deposits and Credits - 6 Items						
Payment	10/01/2024	89731	Quorum/Takeform P...		7,615.31	7,615.31
Payment	10/01/2024	1527	Lake Ridge Fruit		9,080.06	16,695.37
Payment	10/01/2024	89371	Quorum Group LLC...		14,403.77	31,099.14
Payment	10/01/2024	004452	Pride Pak Inc PILOT		14,727.94	45,827.08
Payment	10/01/2024	4887	Cottages at Troutbur...		75,841.15	121,668.23
Total Deposits and Credits					121,668.23	121,668.23
Total New Transactions					0.00	0.00
Ending Balance					-4,506.45	0.01

9:52 AM

10/04/24

Accrual Basis

Orleans Economic Development Agency Balance Sheet Prev Year Comparison w/o PILOT

As of September 30, 2024

	Sep 30, 24	Sep 30, 23	\$ Change	% Change
ASSETS				
Current Assets				
Checking/Savings				
200 · Cash Accounts				
CD - 09/2023	119,787.58	0.00	119,787.58	100.0%
200.006 · OEDA County Fund Acct	161,351.86	465,999.99	-304,648.13	-65.4%
200.001 · OEDA Agency Checking	69,082.83	102,580.52	-33,497.69	-32.7%
Total 200 · Cash Accounts	350,222.27	568,580.51	-218,358.24	-38.4%
Total Checking/Savings	350,222.27	568,580.51	-218,358.24	-38.4%
Accounts Receivable				
385 · Interest & Penalties-A/R	3,097.82	3,097.82	0.00	0.0%
380 · Accounts Receivable	7,001.02	976.02	6,025.00	617.3%
Total Accounts Receivable	10,098.84	4,073.84	6,025.00	147.9%
Other Current Assets				
Interfund Activity	359.35	359.35	0.00	0.0%
205 · Due From OLRC	-127,533.20	72,466.80	-200,000.00	-276.0%
480 · Prepaid expenses				
480.001 · Express Mail Corporate Account	131.15	131.15	0.00	0.0%
Total 480 · Prepaid expenses	131.15	131.15	0.00	0.0%
Total Other Current Assets	-127,042.70	72,957.30	-200,000.00	-274.1%
Total Current Assets	233,278.41	645,611.65	-412,333.24	-63.9%
Fixed Assets				
101 · Land				
101.002 · Medina Business Park				
MBP Sewer System				
County Interagency Installmnt	11,034.85	11,034.85	0.00	0.0%
MBP Sewer System - Other	155,785.07	155,785.07	0.00	0.0%
Total MBP Sewer System	166,819.92	166,819.92	0.00	0.0%
101.002 · Medina Business Park - Other	87,549.65	87,549.65	0.00	0.0%
Total 101.002 · Medina Business Park	254,369.57	254,369.57	0.00	0.0%
101.003 · Holley Business Park	319,622.09	319,622.09	0.00	0.0%
101.004 · Land - Other	61,065.09	61,065.09	0.00	0.0%
Total 101 · Land	635,056.75	635,056.75	0.00	0.0%
104 · Machinery & equip	22,331.05	22,331.05	0.00	0.0%
114 · Accum deprec- Mach & equip	-22,331.05	-22,331.05	0.00	0.0%
Total Fixed Assets	635,056.75	635,056.75	0.00	0.0%
Other Assets				
215 · Payment transfer to OLRC/OEDA/	33,772.50	8,772.50	25,000.00	285.0%
399 · Deferred Outflow of Resources	127,793.00	154,922.00	-27,129.00	-17.5%
Total Other Assets	161,565.50	163,694.50	-2,129.00	-1.3%
TOTAL ASSETS	1,029,900.66	1,444,362.90	-414,462.24	-28.7%
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Other Current Liabilities				
400 · Deferred Inflow of Resources	7,602.00	125,248.00	-117,646.00	-93.9%
604 · Cash Held on Behalf of Others	43,612.37	43,612.37	0.00	0.0%
Due to OLRC	186,704.39	266,704.39	-100,000.00	-37.5%
601 · Accrued Liabilities	11,251.73	9,423.96	1,827.77	19.4%
601.01 · Accrued Interest	18,750.00	0.00	18,750.00	100.0%
602 · Payroll Deductions				
602.100 · Company Liabilities				
602.103 · Fed. Unemp. Ins. - Company	-2.09	0.00	-2.09	-100.0%
602.104 · NYS Unemp. Ins. - Company	59.08	0.00	59.08	100.0%
602.105 · Disability Insurance	-113.88	-48.72	-65.16	-133.7%
602.106 · Workers Comp Self-Ins	-4,878.00	0.00	-4,878.00	-100.0%
Total 602.100 · Company Liabilities	-4,934.89	-48.72	-4,886.17	-10,029.1%

9:52 AM

10/04/24

Accrual Basis

Orleans Economic Development Agency
Balance Sheet Prev Year Comparison w/o PILOT
As of September 30, 2024

	Sep 30, 24	Sep 30, 23	\$ Change	% Change
602.200 · Employee Deductions				
602.204 · NYS Withholding - Emp.	-48.72	-48.72	0.00	0.0%
602.205 · NYS & Local Retirement	-6,369.98	-6,856.48	486.50	7.1%
602.206 · Cafeteria Plan	3,444.00	3,545.08	-101.08	-2.9%
Total 602.200 · Employee Deductions	-2,974.70	-3,360.12	385.42	11.5%
602 · Payroll Deductions - Other	1,951.95	1,026.28	925.67	90.2%
Total 602 · Payroll Deductions	-5,957.64	-2,382.56	-3,575.08	-150.1%
631 · Due to Other Governments PILOTs payable (Rec)	-35,910.25	0.00	-35,910.25	-100.0%
Total 631 · Due to Other Governments	-35,910.25	0.00	-35,910.25	-100.0%
Total Other Current Liabilities	206,052.60	442,608.16	-236,553.56	-53.5%
Total Current Liabilities	206,052.60	442,608.16	-236,553.56	-53.5%
Long Term Liabilities				
680 · Pension Liability	81,471.00	-35,929.00	117,400.00	326.8%
689 · Other Long Term Debt (spec)				
689.003 · Loan Payable - Orleans Co.	310,833.33	500,000.00	-189,166.67	-37.8%
Total 689 · Other Long Term Debt (spec)	310,833.33	500,000.00	-189,166.67	-37.8%
Total Long Term Liabilities	392,304.33	464,071.00	-71,766.67	-15.5%
Total Liabilities	598,356.93	906,677.16	-308,320.23	-34.0%
Equity				
908 · Transfer from OLRG	832,500.00	707,500.00	125,000.00	17.7%
909.001 · Retained Earnings	-305,408.04	-11,321.13	-294,086.91	-2,597.7%
Net Income	-133,958.47	-160,993.12	27,034.65	16.8%
Total Equity	393,133.49	535,185.75	-142,052.26	-26.5%
TOTAL LIABILITIES & EQUITY	991,490.42	1,441,862.91	-450,372.49	-31.2%

9:52 AM

10/04/24

Accrual Basis

Orleans Economic Development Agency
Balance Sheet Prev Year Comparison w/PILOT
 As of September 30, 2024

	Sep 30, 24	Sep 30, 23	\$ Change	% Change
ASSETS				
Current Assets				
Checking/Savings				
200 · Cash Accounts				
CD- 09/2023	119,787.58	0.00	119,787.58	100.0%
200.006 · OEDA County Fund Acct	161,351.86	465,999.99	-304,648.13	-65.4%
200.001 · OEDA Agency Checking	69,082.83	102,580.52	-33,497.69	-32.7%
200.003 · OEDA PILOT Checking	0.01	63,264.85	-63,264.84	-100.0%
Total 200 · Cash Accounts	350,222.28	631,845.36	-281,623.08	-44.6%
Total Checking/Savings	350,222.28	631,845.36	-281,623.08	-44.6%
Accounts Receivable				
385 · Interest & Penalties-A/R	3,097.82	3,097.82	0.00	0.0%
380 · Accounts Receivable	7,001.02	978.02	6,025.00	617.3%
381 · PILOT Receivable	122,682.47	44,957.81	77,724.66	172.9%
Total Accounts Receivable	132,781.31	49,031.65	83,749.66	170.8%
Other Current Assets				
Interfund Activity	359.35	359.35	0.00	0.0%
205 · Due From OLCR	-127,533.20	72,466.80	-200,000.00	-276.0%
480 · Prepaid expenses				
480.001 · Express Mail Corporate Account	131.15	131.15	0.00	0.0%
Total 480 · Prepaid expenses	131.15	131.15	0.00	0.0%
Total Other Current Assets	-127,042.70	72,957.30	-200,000.00	-274.1%
Total Current Assets	355,960.89	753,834.31	-397,873.42	-52.8%
Fixed Assets				
101 · Land				
101.002 · Medina Business Park				
 MBP Sewer System				
County Interagency Installmnt	11,034.85	11,034.85	0.00	0.0%
MBP Sewer System - Other	155,785.07	155,785.07	0.00	0.0%
Total MBP Sewer System	166,819.92	166,819.92	0.00	0.0%
101.002 · Medina Business Park - Other	87,549.65	87,549.65	0.00	0.0%
Total 101.002 · Medina Business Park	254,369.57	254,369.57	0.00	0.0%
101.003 · Holley Business Park	319,622.09	319,622.09	0.00	0.0%
101.004 · Land - Other	61,065.09	61,065.09	0.00	0.0%
Total 101 · Land	635,056.75	635,056.75	0.00	0.0%
104 · Machinery & equip	22,331.05	22,331.05	0.00	0.0%
114 · Accum deprec- Mach & equip	-22,331.05	-22,331.05	0.00	0.0%
Total Fixed Assets	635,056.75	635,056.75	0.00	0.0%
Other Assets				
215 · Payment transfer to OLCR/OEDA/	33,772.50	8,772.50	25,000.00	285.0%
399 · Deferred Outflow of Resources	127,793.00	154,922.00	-27,129.00	-17.5%
Total Other Assets	161,565.50	163,694.50	-2,129.00	-1.3%
TOTAL ASSETS	1,152,583.14	1,552,585.66	-400,002.42	-25.8%
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Other Current Liabilities				
400 · Deferred Inflow of Resources	7,602.00	125,248.00	-117,646.00	-93.9%
604 · Cash Held on Behalf of Others	43,612.37	43,612.37	0.00	0.0%
Due to OLCR	166,704.39	266,704.39	-100,000.00	-37.5%
601 · Accrued Liabilities	11,251.73	9,423.96	1,827.77	19.4%
601.01 · Accrued Interest	18,750.00	0.00	18,750.00	100.0%
602 · Payroll Deductions				
602.100 · Company Liabilities				
602.103 · Fed. Unemp. Ins. - Company	-2.09	0.00	-2.09	-100.0%
602.104 · NYS Unemp. Ins. - Company	59.08	0.00	59.08	100.0%
602.105 · Disability Insurance	-113.88	-48.72	-65.16	-133.7%
602.106 · Workers Comp Self-Ins	-4,878.00	0.00	-4,878.00	-100.0%
Total 602.100 · Company Liabilities	-4,934.89	-48.72	-4,886.17	-10,029.1%

9:52 AM

10/04/24

Accrual Basis

Orleans Economic Development Agency
Balance Sheet Prev Year Comparison w/PILOT

As of September 30, 2024

	Sep 30, 24	Sep 30, 23	\$ Change	% Change
602.200 · Employee Deductions				
602.204 · NYS Withholding - Emp.	-48.72	-48.72	0.00	0.0%
602.205 · NYS & Local Retirement	-6,369.98	-6,856.48	486.50	7.1%
602.206 · Cafeteria Plan	3,444.00	3,545.08	-101.08	-2.9%
Total 602.200 · Employee Deductions	-2,974.70	-3,360.12	385.42	11.5%
602 · Payroll Deductions - Other	1,951.95	1,026.28	925.67	90.2%
Total 602 · Payroll Deductions	-8,957.64	-2,382.56	-3,575.08	-150.1%
631 · Due to Other Governments				
PILOTs payable (Rec)	-35,910.25	0.00	-35,910.25	-100.0%
631.001 · PILOTs payable	181,092.72	110,722.65	50,370.07	45.5%
Total 631 · Due to Other Governments	125,182.47	110,722.65	14,459.82	13.1%
Total Other Current Liabilities	367,145.32	553,328.81	-186,183.49	-33.7%
Total Current Liabilities	367,145.32	553,328.81	-186,183.49	-33.7%
Long Term Liabilities				
680 · Pension Liability	81,471.00	-35,929.00	117,400.00	326.8%
689 · Other Long Term Debt (spec)				
689.003 · Loan Payable - Orleans Co.	310,833.33	500,000.00	-189,166.67	-37.8%
Total 689 · Other Long Term Debt (spec)	310,833.33	500,000.00	-189,166.67	-37.8%
Total Long Term Liabilities	392,304.33	464,071.00	-71,766.67	-15.5%
Total Liabilities	759,449.65	1,017,399.81	-257,950.16	-25.4%
Equity				
908 · Transfer from OLRC	832,500.00	707,500.00	125,000.00	17.7%
909.001 · Retained Earnings	-305,408.04	-11,321.13	-294,086.91	-2,597.7%
Net Income	-133,958.47	-160,993.12	27,034.65	16.8%
Total Equity	393,133.49	535,185.75	-142,052.26	-26.5%
TOTAL LIABILITIES & EQUITY	1,152,583.14	1,552,585.56	-400,002.42	-25.8%

9:53 AM
10/04/24
Accrual Basis

Orleans Economic Development Agency
Profit & Loss Budget Performance
September 2024

	<u>Sep 24</u>	<u>Budget</u>	<u>Jan - Sep 24</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
Ordinary Income/Expense					
Income					
980 · Revenues	<u>58,300.00</u>		<u>265,176.01</u>		
Total Income	<u>58,300.00</u>		<u>265,176.01</u>		
Gross Profit	<u>58,300.00</u>		<u>265,176.01</u>		
Expense					
622 · Expenses	<u>40,838.28</u>		<u>399,134.48</u>		
Total Expense	<u>40,838.28</u>		<u>399,134.48</u>		
Net Ordinary Income	<u>17,461.72</u>		<u>-133,958.47</u>		
Net Income	<u>17,461.72</u>		<u>-133,958.47</u>		

**Orleans Economic Development Agency
Profit & Loss Budget Performance**

September 2024

	Sep 24	Budget	Jan - Sep 24	YTD Budget	Annual Budget
Ordinary Income/Expense					
Income					
980 - Revenues					
2116 - Fees (specify)					
2116.07 Administrative Fee	0.00		33,595.00		
2116.01 Application Fees	0.00		0.00		
2116.03 Economic Development Fees	0.00		2,142.00		
2116.04 Consulting	8,000.00		8,000.00		
Total 2116 - Fees (specify)	8,000.00		43,737.00		
2401 - Interest & Earnings	0.00		4,208.54		
2410 - Rental of Real Property	300.00		2,700.00		
2706 - Grants from Local Governments					
2706.02 Grants from Local Govts - Other	50,000.00		214,500.00		
Total 2706 - Grants from Local Governments	50,000.00		214,500.00		
2770 - Other Unclassified Revenue					
2770.1 Misc. Reimbursements	0.00		30.47		
Total 2770 - Other Unclassified Revenue	0.00		30.47		
Total 980 - Revenues	58,300.00		265,176.01		
Total Income	58,300.00		265,176.01		
Gross Profit	58,300.00		265,176.01		
Expense					
6460 - Expenses					
6460.1 - Administration					
6460.1 - Salaries & related expenses					
6460.11 Salaries & wages	22,603.46		225,034.80		
6460.12 Other Payroll Expenses	0.00		0.00		
6460.13 Social Security Expense	1,395.22		13,952.20		
6460.14 Fed Unemp Tax Exp	0.00		150.81		
6460.15 Medicare Exp.	326.30		3,263.00		
6460.16 NYS Re-Employment	0.00		225.22		
6460.17 NYS Unemploy. Ins.	0.00		832.16		
6460.18 Disability Cnty Self-Ins	65.16		195.48		
Total 6460.1 - Salaries & related expenses	24,290.14		243,653.29		
6460.4 - Contractual Expenses					
~4.100 - Other personnel expenses					
~4.101 - Legal fees	0.00		19,753.02		
~4.102 - Accounting fees	85.00		915.00		
~4.103 - Consultant Services	422.50		36,404.18		
~4.105 - Payroll Services	172.04		1,928.60		
~4.107 - Professional fees - other	0.00		9,549.00		
Total ~4.100 - Other personnel expenses	679.54		68,549.80		
~4.200 - Non-personnel expenses					
~4.201 - Supplies	157.39		648.14		
~4.202 - Telephone & telecommunications	550.98		5,675.83		
~4.203 - Postage, shipping, delivery	0.00		283.31		
~4.204 - Equip rental & maintenance	104.02		3,386.81		
~4.205 - Printing & copying	0.00		405.97		
~4.206 - Books, subscriptions, reference	11.99		1,332.92		
~4.207 - Advertising expenses	86.28		180.06		
~4.208 - Marketing	9,500.00		18,226.08		
4210 - Web Site Maintenance	0.00		4,000.00		
Total ~4.200 - Non-personnel expenses	10,410.66		34,118.92		
~4.300 - Occupancy expenses					
~4.301 - Rent, parking, other occupancy	2,245.00		22,352.00		
Total ~4.300 - Occupancy expenses	2,245.00		22,352.00		
~4.700 - Travel & training					
~4.701 - Travel	188.50		1,689.38		
~4.702 - Conference, convention, meeting	0.00		1,824.67		
~4.704 - Meals	0.00		312.58		
Total ~4.700 - Travel & training	188.50		3,826.63		
~4.800 - Misc expenses					
~4.802 - Insurance - non-employee	0.00		1,949.86		
~4.803 - Membership dues - organization	0.00		150.00		
~4.807 - Other expenses	350.00		350.00		
Total ~4.800 - Misc expenses	350.00		2,449.86		
6460.4 - Contractual Expenses - Other	0.00		104.02		
Total 6460.4 - Contractual Expenses	13,873.70		131,401.23		

9:53 AM

10/04/24

Accrual Basis

Orleans Economic Development Agency
Profit & Loss Budget Performance
September 2024

	Sep 24	Budget	Jan - Sep 24	YTD Budget	Annual Budget
6460.8 · Employee Benefits					
6460.81 · Health Insurance	2,674.44		24,069.96		
6460.8 · Employee Benefits - Other	0.00		5.00		
Total 6460.8 · Employee Benefits	2,674.44		24,074.96		
6460 · Administration - Other	0.00		5.00		
Total 6460 · Administration	40,838.28		399,134.48		
Total 522 · Expenses	40,838.28		399,134.48		
Total Expense	40,838.28		399,134.48		
Net Ordinary Income	17,461.72		-133,958.47		
Net Income	17,461.72		-133,958.47		

9:53 AM

10/04/24

Accrual Basis

Orleans Economic Development Agency
Transaction Detail by Account
September 2024

Type	Date	Num	Name	Memo	Amount	Balance
200 - Cash Accounts						
200.001 - OEDA Agency Checking						
Check	09/03/2024		NYS & Local Employee's Retire...	Employee Contributions August 2024	-1,069.23	-1,069.23
Check	09/03/2024	3199	Gabrielle L. Barone	Mileage May-August 2024	-132.66	-1,201.89
Deposit	09/03/2024			Deposit	300.00	-901.89
Check	09/04/2024	3200	Diane L Blanchard	Diane consulting on PILOT CSD Fall 2024	-422.50	-1,324.39
Check	09/10/2024		Paychex	Payroll processing fees Oct 2024	-172.04	-1,496.43
Check	09/11/2024	3201	Spectrum Enterprise	G Barone cell phone use Sept 2024 #090124	-139.98	-1,636.41
Check	09/11/2024	3202	Mindful Media Group	Marketing services August 2024 #1558	-4,000.00	-5,636.41
Check	09/11/2024	3203	Michael R Dobell	Mileage and cell phone August 2024 M Dobell	-154.87	-5,791.28
Check	09/11/2024	3204	Orleans Co. Treasurer	Disability insurance 2nd quarter 2024	-65.16	-5,856.44
Check	09/11/2024	3205	ASAP Checks	#240903500 Check order August 2024	-100.36	-5,956.80
Check	09/11/2024	3206	Indoff Incorporated	Legal pads- Office supplies	-29.48	-5,986.28
Check	09/11/2024	3207	U.S. Bank Equipment Finance	#537024671 Sept Ricoh rental contract	-104.02	-6,090.30
Check	09/11/2024	3208	Key Bank	CC useage M Holland August 2024	-655.30	-6,745.60
Check	09/11/2024	3209	Key Bank	CC Useage G Barone August 2024	-11.99	-6,757.59
Check	09/11/2024	3210	Key Bank	CC useage M Dobell August 2024 wix and z...	-15.38	-6,772.97
Liabilitylly ...	09/11/2024		Paychex	16-1356958, 161356958 6	-4,047.91	-10,820.88
Check	09/12/2024	3211	Roush C.P.A. PC	Accounting services rendered August 2024	-85.00	-10,905.88
Paycheck	09/13/2024		Michael R Dobell		-2,655.99	-13,561.87
Paycheck	09/13/2024		Gabrielle L Barone		-3,114.88	-16,676.75
Paycheck	09/13/2024		Mathew R Holland		-1,895.33	-18,572.08
Payment	09/16/2024	0001...	Town of Yates		1,500.00	-17,072.08
Check	09/16/2024	3212	Verizon Wireless	VOID: #9973276138 G Barone cell phone ...	0.00	-17,072.08
Check	09/18/2024	3213	Greater Rochester Enterprise	2025 contribution #52587	-5,500.00	-22,572.08
Payment	09/19/2024	4523	Orleans County Treasurer		50,000.00	27,427.92
Check	09/23/2024	3214	Verizon Wireless	G Barone Cell phone Sept 2024	-105.12	27,322.80
Check	09/23/2024	3215	Village of Albion (v)	Village of Albion Rent Oct 2024	-2,245.00	25,077.80
Check	09/26/2024		Hghmark BCBSWNY	Employee Health Insurance Oct 2024	-2,674.44	22,403.36
Liabilitylly ...	09/26/2024		Paychex	16-1356958, 161356958 6	-4,047.88	18,355.48
Paycheck	09/27/2024		Michael R Dobell		-2,656.00	15,699.48
Paycheck	09/27/2024		Gabrielle L Barone		-3,115.64	12,583.84
Paycheck	09/27/2024		Mathew R Holland		-1,895.34	10,688.50
Total 200.001 - OEDA Agency Checking					10,688.50	10,688.50
Total 200 - Cash Accounts					10,688.50	10,688.50
TOTAL					10,688.50	10,688.50



KeyBank
 P.O. Box 93885
 Cleveland, OH 44101-5885

Public Sector Statement
 September 30, 2024
 page 1 of 2

[REDACTED]

X 968 00000 R EM T1
 COUNTY OF ORLEANS INDUSTRIAL
 DEVELOPMENT AGENCY
 121 N MAIN ST FL 2
 ALBION NY 14411-1237

Questions or comments?
 Call our Key Business Resource Center
 1-888-KEY4BIZ (1-888-539-4249)

ORLEANS

Public Transaction [REDACTED] 1428
 COUNTY OF ORLEANS INDUSTRIAL
 DEVELOPMENT AGENCY

Beginning balance 8-31-24	\$47,003.96
1 Addition	+1,919.69
Net fees and charges	-200.99
Ending balance 9-30-24	\$48,722.66

Additions

Deposits	Date	Serial #	Source	
	9-23		Deposit Branch 0290 New York	\$1,919.69
Total additions				\$1,919.69

Fees and charges

Date		Quantity	Unit Charge	
9-10-24	Aug Analysis Service Chg	1	200.99	-\$200.99
Fees and charges assessed this period				-\$200.99

See your Account Analysis statement for details.

9:59 AM

10/04/24

Orleans Revolving Loan Fund
Reconciliation Summary
200 · Orleans Revolving Loan Fund, Period Ending 09/30/2024

	Sep 30, 24
Beginning Balance	47,003.96
Cleared Transactions	
Checks and Payments - 1 Item	-200.99
Deposits and Credits - 1 Item	1,919.69
Total Cleared Transactions	1,718.70
Cleared Balance	48,722.66
Uncleared Transactions	
Deposits and Credits - 1 item	0.00
Total Uncleared Transactions	0.00
Register Balance as of 09/30/2024	48,722.66
Ending Balance	48,722.66

9:59 AM

10/04/24

Orleans Revolving Loan Fund Reconciliation Detail

200 - Orleans Revolving Loan Fund, Period Ending 09/30/2024

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						47,003.96
Cleared Transactions						
Checks and Payments - 1 Item						
Check	09/30/2024			X	-200.99	-200.99
Total Checks and Payments					-200.99	-200.99
Deposits and Credits - 1 Item						
Payment	09/23/2024	1721	Medina Hospitality L...	X	1,919.69	1,919.69
Total Deposits and Credits					1,919.69	1,919.69
Total Cleared Transactions					1,718.70	1,718.70
Cleared Balance					1,718.70	48,722.66
Uncleared Transactions						
Deposits and Credits - 1 Item						
Check	03/28/2019	231	Hurwitz & Fine, P.C.		0.00	0.00
Total Deposits and Credits					0.00	0.00
Total Uncleared Transactions					0.00	0.00
Register Balance as of 09/30/2024					1,718.70	48,722.66
Ending Balance					1,718.70	48,722.66

10:04 AM

10/04/24

Orleans Revolving Loan Fund
A/R Aging Summary
As of September 30, 2024

	<u>Current</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>> 90</u>	<u>TOTAL</u>
Medina Hospitality LLC	0.00	-1,919.69	0.00	0.00	0.00	-1,919.69
TOTAL	<u>0.00</u>	<u>-1,919.69</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>-1,919.69</u>

10:04 AM
 10/04/24
 Accrual Basis

Orleans Revolving Loan Fund Balance Sheet Prev Year Comparison As of September 30, 2024

	Sep 30, 24	Sep 30, 23	\$ Change	% Change
ASSETS				
Current Assets				
Checking/Savings				
200 · Orleans Revolving Loan Fund	48,722.66	44,968.49	3,754.17	8.4%
Total Checking/Savings	48,722.66	44,968.49	3,754.17	8.4%
Accounts Receivable				
392 · Loan payments receivable	-1,919.69	-1,919.69	0.00	0.0%
Total Accounts Receivable	-1,919.69	-1,919.69	0.00	0.0%
Other Current Assets				
Loan Principal (current yr)				
Medina Hospitality LLC	18,149.52	17,357.65	791.87	4.6%
Total Loan Principal (current yr)	18,149.52	17,357.65	791.87	4.6%
Total Other Current Assets	18,149.52	17,357.65	791.87	4.6%
Total Current Assets	64,952.49	60,406.45	4,546.04	7.5%
Other Assets				
Funds Transf to OEDA/OLRC/ORLF	8,951.82	8,951.82	0.00	0.0%
ORLF Loan Principal -noncurrent				
Medina Hospitality LLC	96,557.59	115,251.56	-18,693.97	-16.2%
Total ORLF Loan Principal -noncurrent	96,557.59	115,251.56	-18,693.97	-16.2%
Total Other Assets	105,509.41	124,203.38	-18,693.97	-15.1%
TOTAL ASSETS	170,461.90	184,609.83	-14,147.93	-7.7%
LIABILITIES & EQUITY				
Liabilities				
Long Term Liabilities				
ORLF Deferred Revenue				
Allowance - Medina Hospitality	61,500.00	61,500.00	0.00	0.0%
Medina Hospitality LLC	-61,500.00	-61,500.00	0.00	0.0%
Total ORLF Deferred Revenue	0.00	0.00	0.00	0.0%
Total Long Term Liabilities	0.00	0.00	0.00	0.0%
Total Liabilities	0.00	0.00	0.00	0.0%
Equity				
3000 · Opening Bal Equity	1,060,322.72	1,060,322.72	0.00	0.0%
3900 · Retained Earnings	-874,357.58	-871,864.15	-2,493.43	-0.3%
Net Income	-15,503.24	-3,848.74	-11,654.50	-302.8%
Total Equity	170,461.90	184,609.83	-14,147.93	-7.7%
TOTAL LIABILITIES & EQUITY	170,461.90	184,609.83	-14,147.93	-7.7%

10:04 AM

10/04/24

Orleans Revolving Loan Fund
Register QuickReport
September 2024

Accrual Basis

Type	Date	Num	Memo	Account	Clr	Split	Amount
Medina Hospitality LLC Payment	09/23/2024	1721		200 - Orleans Revolving ...	X	392 - Loan pay...	1,919.69
Total Medina Hospitality LLC							1,919.69
No name Check	09/30/2024		Service Charge	200 - Orleans Revolving ...	X	Bank Charge	-200.99
Total no name							-200.99
TOTAL							1,718.70

Orleans Economic Development Agency Profit & Loss Budget Performance

County of Orleans Industrial Development Agency 2025 Proposed Operating Budget

Updated: 10/10/2024

	Jan - Jul 2024	Est 2024 Totals	2024 Annual Budget	2025 Annual Budget	Change 2025-2024	Comments
980 · Revenues						
2116 · Fees (specify)						
2116.07 Administrative Fee	2,500.00	2,500.00	10,000.00	10,000.00	0.00	
2116.01 Application Fees	500.00	500.00	10,000.00	10,000.00		
2116.02 PILOT Fees & Penalties	0.00	0.00				
2116.03 · Economic Development Fees	2,142.00	375,000.00	385,000.00	425,000.00	40000.00	
2116.05 Service Charge	0.00	0.00				
2116.04 · Consulting	0.00	9,000.00	15,000.00	15,000.00	0.00	
Total 2116 · Fees (specify)	<u>5,142.00</u>	<u>387,000.00</u>	<u>420,000.00</u>	<u>460,000.00</u>	<u>40,000.00</u>	
2410 · Rental of Real Property	2,100.00	3,600.00	3,600.00	3,600.00	0.00	H&F
2401 - Interest & Earnings	4,153.74	5,000.00				
2706 · Grants from Local Governments						
2706.01 · Local Support	0.00	0.00	15,000.00	15,000.00	0.00	
2706.02 · Grants from Local Govts - Other	160,500.00	214,500.00	200,000.00	200,000.00	0.00	County
Total 2706 · Grants from Local Governments	<u>160,500.00</u>	<u>214,500.00</u>	<u>215,000.00</u>	<u>215,000.00</u>	<u>0.00</u>	
2770 · Other Unclassified Revenue						
2770.1 · Misc. Reimbursements	30.47	50.00	300.00	300.00	0.00	
2770.2 · Misc. Income	0.00	400.00	15,000.00	5,000.00	-10000.00	
Total 2770 · Other Unclassified Revenue	<u>30.47</u>	<u>450.00</u>	<u>15,300.00</u>	<u>5,300.00</u>	<u>-10,000.00</u>	
Total 980 · Revenues	171,926.21	610,550.00	663,900.00	683,900.00	30,000.00	
522 · Expenses						
6460 · Administration						
6460.1 · Salaries & related expenses						
6460.11 · Salaries & wages	168,775.95	287,717.34	292,544.00	307,171.20	14,627.20	5% Increase
6460.12 · Other Payroll Expenses	0.00	300.00	600.00	300.00		

Orleans Economic Development Agency Profit & Loss Budget Performance

	Est 2024		2024		2025		Change 2025-2024	Comments
	Jan - Jul 2024	Totals	Annual Budget	Annual Budget	Annual Budget	2025-2024		
6460.13 · Social Security Expense	10,464.15	18,594.00	18,594.00	18,594.00	19,523.70	929.70		
6460.14 · Fed Unemp Tax Exp	150.61	315.93	315.93	315.93	331.00	15.07		
6460.15 · Medicare Exp.	2,447.25	4,214.89	4,214.89	4,214.89	4,424.00	209.11		
6460.16- NYS Re-Employment	225.22	400.00	50.00	50.00	500.00	450.00		
6460.17 · NYS Unemploy. Ins.	832.18	1,426.59	971.37	971.37	1,500.00	528.63		
6460.18 · Disability Cnty Self-Ins	130.32	5,000.00	5,000.00	5,000.00	5,000.00	-		
Total 6460.1 · Salaries & related expenses	183,025.68	317,968.75	322,290.19	322,290.19	338,749.90	16,759.71		
6460.3 · Depreciation & amortization exp								
6460.31 · Deprec & amort - allowable	0.00	0.00	0.00	0.00	0.00	0.00		
Total 6460.3 · Depreciation & amortization exp	0.00	0.00	0.00	0.00	0.00	0.00		
6460.4 · Contractual Expenses								
~4.100 · Other personnel expenses								
~4.101 · Legal fees	18,071.60	60,000.00	60,000.00	60,000.00	60,000.00	0.00		
~4.102 · Accounting fees	745.00	1,200.00	10,020.00	10,020.00	10,020.00	0.00		
~4.103 · Consultant Services	35,981.68	40,000.00	10,000.00	10,000.00	10,000.00	0.00		
~4.105 · Payroll Services	1,477.00	2,250.00	2,500.00	2,500.00	2,500.00	0.00		
~6460.4 · Contractual Expenses Other	104.02	200.00	104.02	104.02	0.00	-104.02		
~4.107 · Professional fees - other	9,549.00	12,500.00	15,000.00	15,000.00	35,000.00	20,000.00		
Total ~4.100 · Other personnel expenses	65,928.30	116,150.00	97,624.02	97,624.02	117,520.00	19,895.98		
~4.200 · Non-personnel expenses								
~4.201 · Supplies	417.48	1,000.00	2,500.00	2,500.00	2,500.00	-		
~4.202 · Telephone & telecommunications	4,576.95	9,000.00	7,000.00	7,000.00	7,000.00	-		
~4.203 · Postage, shipping, delivery	283.31	600.00	750.00	750.00	750.00	-		
~4.204 · Equip rental & maintenance	3,041.40	5,000.00	3,000.00	3,000.00	3,000.00	-		
~4.205 · Printing & copying	405.97	1,000.00	1,000.00	1,000.00	1,000.00	-		
~4.206 · Books, subscriptions, reference	1,308.94	1,500.00	500.00	500.00	500.00	-		
~4.207 · Advertising expenses	73.78	500.00	5,000.00	5,000.00	5,000.00	-		
~4.208 · Marketing	4,446.08	24,000.00	50,000.00	50,000.00	50,000.00	-		
4210 · Web Site Maintenance	4,000.00	8,000.00	1,000.00	1,000.00	1,000.00	-		
Total ~4.200 · Non-personnel expenses	18,553.91	50,600.00	70,750.00	70,750.00	70,750.00	0.00		

Orleans Economic Development Agency Profit & Loss Budget Performance

	Est 2024 Totals	2024 Annual Budget	2025 Annual Budget	Change 2025-2024	Comments
~4.300 · Occupancy expenses					
~4.301 · Rent, parking, other occupancy	17,862.00	26,536.00	26,536.00	0.00	
Total ~4.300 · Occupancy expenses	17,862.00	26,536.00	26,536.00	0.00	
~4.500 · Property Management Expense					
4.505 · 121 N Main St	0.00	200.00	200.00	-	
Total ~4.500 · Property Management Expense	0.00	200.00	200.00	0.00	
~4.700 · Travel & training					
~4.701 · Travel	1,500.88	4,000.00	4,000.00	0.00	
~4.702 · Conference, convention, meeting	1,824.67	1,500.00	1,500.00	0.00	
~4.703 · Staff development	0.00	2,000.00	2,000.00	0.00	
~4.700 · Travel & Training - Other	0.00	1,000.00	1,000.00	0.00	
~4.704 · Meals	274.56	2,000.00	2,000.00	0.00	
Total ~4.700 · Travel & training	3,600.11	10,500.00	10,500.00	0.00	
~4.800 · Misc expenses					
~4.802 · Insurance - non-employee	0.00	2,500.00	2,500.00	0.00	
~4.803 · Membership dues - organization	150.00	11,000.00	11,000.00	0.00	
~4.805 · Outside computer services	0.00	1,100.00	1,100.00	0.00	
~4.807 · Other expenses	5.00	250.00	250.00	0.00	
~4.808 · Other Reimbursements	0.00	250.00	250.00	0.00	
~ · Interest Expense	22,500.00	22,500.00	10,000.00	-12500.00	
~4.800 · Misc expenses - Other	0.00	20,000.00	20,000.00	0.00	
Total ~4.800 · Misc expenses	22,655.00	57,600.00	45,100.00	-12,500.00	
6460.8 · Employee Benefits					
6460.81 · Health Insurance	18,721.08	32,093.28	35,846.64	3,753.36	11.7%
6460.88 · Employee Benefits Other	5.00	5.00	-	-	
6460.82 · Pension plan contributions	0.00	27,498.00	36,281.00	8,783.00	
Total 6460.8 · Employee Benefits	18,726.08	59,596.28	72,127.64	12,536.36	

Orleans Economic Development Agency Profit & Loss Budget Performance

	<u>Jan - Jul 2024</u>	<u>Est 2024 Totals</u>	<u>2024 Annual Budget</u>	<u>2025 Annual Budget</u>	<u>Change 2025-2024</u>	<u>Comments</u>
Total 522 - Expenses	330,351.08	608,056.03	645,096.49	681,483.54	36,992.05	
Net Income	<u>-158,424.87</u>	<u>2,493.97</u>	<u>8,803.51</u>	<u>2,416.46</u>	<u>-6,992.05</u>	
Depreciation Add Back	0.00	0.00	0.00	0.00	-	
Cash flow	<u>-158,424.87</u>	<u>2,493.97</u>	<u>8,803.51</u>	<u>2,416.46</u>	<u>-6,992.05</u>	

RESOLUTION OF THE COUNTY OF ORLEANS INDUSTRIAL DEVELOPMENT AGENCY AUTHORIZING AN ADMINISTRATIVE SERVICES AGREEMENT WITH THE ORLEANS LAND RESTORATION CORPORATION

WHEREAS, the County of Orleans Industrial Development Agency (“COIDA”) is authorized under the laws of the State of New York, and in particular the New York State Industrial Development Agency Act, constituting Title 1 of Article 18-A of the General Municipal Law, Chapter 24 of the Consolidated Laws of New York, as amended, and Chapter 918 of the 1971 Laws of New York, as amended to promote, develop, encourage and assist in the acquiring, constructing, reconstructing, improving, maintaining, equipping and furnishing of industrial, manufacturing, warehousing, commercial and research facilities and thereby advance the job opportunities, general prosperity and economic welfare of the people of the State of New York and to improve their prosperity and standard of living; and

WHEREAS, COIDA is authorized to enter into contracts in furtherance of its corporate purposes of advancing the job opportunities, general prosperity and economic welfare of the people of the State of New York and improving their prosperity and standard of living and has the personnel and expertise to provide administrative and technical services in the areas of economic development, community development and CDBG program administration; and

WHEREAS, Orleans Land Restoration Corporation (“OLRC”) is a not-for-profit corporation formed for the purpose of combating community deterioration and blight within Orleans County and is authorized, among other things, to acquire and improve real property to facilitate the development or use and operation of the properties in order to encourage economic development within Orleans County and, in furtherance of its corporate purposes has undertaken a variety of economic development and community development initiatives, including activities funded with Community Development Block Grant (CDBG) funds, as administered by the United States Department of Housing and Urban Development (HUD) and the New York State Office of Community Renewal (OCR), which activities are consistent with the mission and purpose of COIDA; and

WHEREAS, COIDA submitted a proposal to the OLRC dated September 28, 2024 (the “Proposal”); and

WHEREAS, in the event that the OLRC accepts COIDA’s proposal, COIDA wishes to authorize an agreement regarding the provision by COIDA of administrative services to the OLRC in accordance with the Proposal.

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

Section 1: Subject to acceptance by the OLRC of its Proposal, COIDA is hereby authorized to contract with the OLRC for the provision of administrative services consistent with

the Proposal for a term commencing effective as of January 1, 2025 and expiring December 31, 2027 and the execution and delivery of an agreement with OLRC is hereby authorized.

Section 2: The Chairman, Vice Chairman, Treasurer, Secretary, any Assistant Treasurer or Assistant Secretary and the Chief Executive Officer or Chief Financial Officer are each individually authorized to execute all necessary agreements and documents to effectuate the actions authorized by this resolution.

Section 3: These resolutions shall take effect immediately.

The above resolution was moved for adoption by _____ and seconded by _____.

ROLL CALL VOTE:

	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Abstain</u>
Carol D'Agostino	[]	[]	[]	[]
John Fitzak	[]	[]	[]	[]
Merle Draper	[]	[]	[]	[]
Craig Tuohey	[]	[]	[]	[]
John Misiti	[]	[]	[]	[]
Ed Urbanik	[]	[]	[]	[]
Jeff Martin	[]	[]	[]	[]

ADOPTED: October 11, 2024

RESOLUTION OF THE COUNTY OF ORLEANS INDUSTRIAL DEVELOPMENT AGENCY AUTHORIZING AN ADMINISTRATIVE SERVICES AGREEMENT WITH THE ORLEANS COUNTY LOCAL DEVELOPMENT CORPORATION

WHEREAS, the County of Orleans Industrial Development Agency (“COIDA”) is authorized under the laws of the State of New York, and in particular the New York State Industrial Development Agency Act, constituting Title 1 of Article 18-A of the General Municipal Law, Chapter 24 of the Consolidated Laws of New York, as amended, and Chapter 918 of the 1971 Laws of New York, as amended to promote, develop, encourage and assist in the acquiring, constructing, reconstructing, improving, maintaining, equipping and furnishing of industrial, manufacturing, warehousing, commercial and research facilities and thereby advance the job opportunities, general prosperity and economic welfare of the people of the State of New York and to improve their prosperity and standard of living; and

WHEREAS, COIDA is authorized to enter into contracts in furtherance of its corporate purposes of advancing the job opportunities, general prosperity and economic welfare of the people of the State of New York and improving their prosperity and standard of living and has the personnel and expertise to provide administrative and technical services in the areas of economic development, community development and CDBG program administration; and

WHEREAS, The Orleans County Local Development Corporation (the “LDC”) has undertaken a variety of economic development and community development initiatives, including the operation of a microenterprise loan fund and other activities which are funded with Community Development Block Grant (CDBG) funds, all for the purpose of relieving and reducing unemployment, promoting employment and job opportunities, attracting businesses to Orleans County and encouraging the development and retention of businesses in Orleans County and lessening the burdens on government, which activities are consistent with the mission and purpose of COIDA; and

WHEREAS, COIDA submitted a proposal to the LDC dated September 28, 2024 (the “Proposal”); and

WHEREAS, in the event that the LDC accepts COIDA’s Proposal, COIDA wishes to authorize an agreement regarding the provision by COIDA of administrative services to the LDC in accordance with the Proposal.

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

Section 1: Subject to acceptance by the LDC of its Proposal, COIDA is hereby authorized to contract with the LDC for the provision of administrative services consistent with the Proposal for a term commencing effective as of January 1, 2025 and expiring December 31, 2027, and the execution and delivery of an agreement with LDC is hereby authorized.

Section 2: The Chairman, Vice Chairman, Treasurer, Secretary, any Assistant Treasurer or Assistant Secretary and the Chief Executive Officer or Chief Financial Officer are each individually authorized to execute all necessary agreements and documents to effectuate the actions authorized by this resolution.

Section 3: These resolutions shall take effect immediately.

The above resolution was moved for adoption by _____ and seconded by _____.

ROLL CALL VOTE:

	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Abstain</u>
Carol D'Agostino	[]	[]	[]	[]
John Fitzak	[]	[]	[]	[]
Merle Draper	[]	[]	[]	[]
Craig Tuohey	[]	[]	[]	[]
John Misiti	[]	[]	[]	[]
Ed Urbanik	[]	[]	[]	[]
Jeff Martin	[]	[]	[]	[]

ADOPTED: October 11, 2024

RESOLUTION OF THE COUNTY OF ORLEANS INDUSTRIAL DEVELOPMENT AGENCY AUTHORIZING A PROFESSIONAL SERVICES CONTRACT WITH H. SICHERMAN & COMPANY, INC. FOR THE PROVISION OF ADMINISTRATION & TECHNICAL SERVICES IN CONNECTION WITH THE AGENCY'S ECONOMIC DEVELOPMENT ACTIVITIES

WHEREAS, the County of Orleans Industrial Development Agency ("COIDA") is authorized under the laws of the State of New York, and in particular the New York State Industrial Development Agency Act, constituting Title 1 of Article 18-A of the General Municipal Law, Chapter 24 of the Consolidated Laws of New York, as amended, and Chapter 918 of the 1971 Laws of New York, as amended to promote, develop, encourage and assist in the acquiring, constructing, reconstructing, improving, maintaining, equipping and furnishing of industrial, manufacturing, warehousing, commercial and research facilities and thereby advance the job opportunities, general prosperity and economic welfare of the people of the State of New York and to improve their prosperity and standard of living; and

WHEREAS, COIDA, in furtherance of its corporate purposes, undertakes a variety of economic development and community development activities which are funded from various sources, including the Federal Community Development Block Grant (CDBG) program; and

WHEREAS, COIDA also provides administrative services under contract to the Orleans County Local Development Corporation (LDC) and the Orleans Land Restoration Corporation (OLRC), both of which are New York not-for-profit corporations, in support of their economic development and community development activities; and

WHEREAS, on July 30, 2024, COIDA issued a request for proposals ("Request for Proposals") for the provision of technical assistance for the administration of OCR grant programs, CDBG microenterprise programs, the financing of economic development projects through loan transactions and the development and implementation of commercial and industrial projects and programs, microenterprise assistance and other community and economic development activities as required, all as more particularly described in the Request for Proposals; and

WHEREAS, H. Sicherman & Company, Inc. d/b/a The Harrison Studio ("H. Sicherman") submitted a proposal dated September 26, 2024 for the provision of professional services consistent with the Request for Proposals and on terms acceptable to COIDA.

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

1. The execution and delivery by COIDA of an agreement with H. Sicherman for the provision of technical services for a term of three (3) years commencing effective January 1, 2025 and otherwise consistent with the Request for Proposals and the consultant's proposal, and with such other terms and conditions as may be agreed to by COIDA and H. Sicherman which are not inconsistent therewith, is hereby authorized.

2. The Chairman, Vice Chairman, Treasurer, Secretary, any Assistant Treasurer or Assistant Secretary and the CEO/CFO of COIDA are each individually authorized to execute and deliver such agreement and to take such other actions as may be necessary to effectuate the transactions contemplated by this resolution.

3. This resolution shall take effect immediately.

The above resolution was moved for adoption by _____ and seconded by _____.

ROLL CALL VOTE:

	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Abstain</u>
Carol D'Agostino	[]	[]	[]	[]
John Fitzak	[]	[]	[]	[]
Merle Draper	[]	[]	[]	[]
Craig Tuohey	[]	[]	[]	[]
John Misiti	[]	[]	[]	[]
Ed Urbanik	[]	[]	[]	[]
Jeff Martin	[]	[]	[]	[]

ADOPTED: October 11, 2024

CONSULTING AGREEMENT

THIS CONSULTING AGREEMENT ("Agreement") is effective as of the 11th day of October, 2024 ("Effective Date"), by and between **COUNTY OF ORLEANS INDUSTRIAL DEVELOPMENT AGENCY** a New York public benefit corporation with an address at 121 North Main Street, Albion, New York 14411 ("COIDA") and **Diane Blanchard**, an individual with an address at _____ ("Consultant").

RECITALS:

WHEREAS, COIDA desires to engage Consultant to provide the Services (as defined herein) to COIDA and its affiliated entities as an independent contractor, and Consultant desires to provide the Services as an independent contractor, pursuant to the terms and conditions set forth herein.

NOW, THEREFORE, in consideration of the mutual covenants and agreements hereinafter set forth, COIDA and Consultant agree as follows:

1. Retention of Consultant.

The Company hereby engages Consultant to render the services described in Section 2 below, and Consultant accepts such engagement and agrees to perform such services on the terms and conditions set forth in this Agreement. Consultant shall be an independent contractor and shall not be considered or hold itself out as an employee, agent, partner or joint venturer of COIDA.

2. Consultant Services.

2.1 The Consultant will assist and support COIDA staff with various economic development projects on behalf of COIDA and its affiliated entities, including Orleans Land Restoration Corporation (the "Services") and Orleans County Local Development Corporation.

2.2 The Consultant agrees to devote best efforts to the performance of the Services, to be reasonably available from time to time for counseling, advice and analysis, and to represent the interests of COIDA in its dealings with others.

2.3 Subject to compliance by the Consultant with the provisions of this Agreement and the right of COIDA to determine and direct the objectives to be pursued with the assistance of the Consultant, the Consultant will be solely responsible for determining the means and methods to be utilized in the performance of the Services. The Consultant will determine the time, place and manner in which Consultant will perform the Services in order to realize the objectives established by COIDA, within an overall time frame to be agreed upon by COIDA and the Consultant.

3. Term; Termination.

The term of this Agreement will commence as of the Effective Date and will continue for a period of one (1) year. Either party shall have the right to terminate this Agreement at any time by giving written notice of termination at least ten (10) days in advance of the effective termination date specified in such notice. Upon termination of this Agreement, Consultant shall immediately return to COIDA (i) any and all Confidential Information of COIDA and its affiliates and other documents and information of COIDA and its affiliates; and (ii) all equipment, tools, computers, tablets, cell phones, computer software, drawings, files, documents, promotional materials, and any and all other items and data that are the property of COIDA or its affiliates and in the possession or control of Consultant.

4. Consultant Fees.

Consultant will charge for services at a rate of Sixty Five Dollars (\$65.00) per hour. Consultant will issue invoices for Services rendered on a monthly basis with reasonable detail and specificity as to the Services provided. Invoices so presented will be paid within thirty (30) days of receipt, unless there is an error in the invoice or COIDA promptly objects to the invoice, in which case COIDA shall detail its objections in writing. As an independent contractor,

Consultant is solely responsible and liable for payment of all state, federal, or local taxes, including income tax, withholding tax, and/or social security tax, on the fees paid to consultant pursuant to this Agreement. The maximum amount of fees payable to Consultant under this Agreement shall not exceed Two Thousand Dollars (\$2,000.00).

5. **Reimbursement of Expenses.**

The Company will reimburse the Consultant for expenses which the Consultant may from time to time reasonably incur on behalf of COIDA in the performance of the Services, subject to written pre-approval of COIDA and Consultant's compliance with COIDA's expense reporting requirements then in effect.

6. **Insurance.**

COIDA reserves the right to require the Consultant, at its sole expense, to procure and maintain a commercial general liability policy, including automobile liability, in such form and with such policy limits as reasonably required by COIDA.

7. **Indemnification.**

To the fullest extent permitted by law, Consultant will indemnify, defend and hold harmless COIDA, its principals, members, officers and employees from and against any claims, actions, causes of actions, liabilities, costs, expenses (including reasonable attorneys' fees and other legal expenses), damages or other losses arising directly or indirectly from or in connection with: (i) any negligent, reckless or intentionally wrongful act of Consultant; (ii) any breach by Consultant of any of the covenants or agreements contained in this Agreement; or (iii) any failure of Consultant to perform the Services substantially in accordance with all applicable laws, rules and regulations.

8. **Confidentiality.**

As consultant to COIDA, Consultant will have access to, and will gain knowledge with respect to, COIDA, its processes and techniques, technical and cost data, design information, methods of doing business and information concerning business partners, vendors and customers, and other valuable and confidential information of a proprietary nature that is not generally known to the public (the "Confidential Information"). Consultant agrees that, except as required for the performance of the Services hereunder, Consultant shall keep confidential and shall not disclose to any third party any Confidential Information of COIDA at any time during the term of this Agreement or after this Agreement has been terminated.

9. **Miscellaneous.**

9.1 Binding Effect. This Agreement shall be binding upon COIDA and Consultant, their respective legal representatives, successors, heirs, assigns and transferees; provided, however, that the duties of Consultant hereunder are personal to Consultant and may not be delegated or assigned unless COIDA shall agree to such delegation or assignment in writing. The Company shall have the right to assign this Agreement to any affiliate of COIDA upon notice to Consultant.

9.2 Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the State of New York without regard to its principles of conflicts of laws.

9.3 Waiver of Breach. Failure to insist upon strict compliance with any of the terms, conditions or covenants hereof shall not be deemed a waiver of such term, condition or covenant.

9.4 Entire Agreement; Amendment. This Agreement represents the entire agreement of the parties with respect to the subject matter hereof, and supersedes all prior discussions, negotiations and agreements by and between COIDA and Consultant existing as of the date of this Agreement. This Agreement may not be amended, modified or waived, in whole or in part, except in writing and signed by Consultant and COIDA.

9.5 Headings; Construction. The section headings of this Agreement are inserted for convenience only and shall not in any way affect the meaning or construction of any provision of this Agreement. In the event of any

ambiguity in any of the terms or conditions of this Agreement, such ambiguity shall not be construed for or against any party hereto on the basis that such party did or did not author same.

9.6 Counterparts. This Agreement may be executed in any number of counterparts, each of which shall be deemed an original, but all of which shall together constitute one and the same instrument. The parties may deliver executed counterparts of this Agreement by electronic copy or via facsimile, and such electronic copy or facsimile signature(s) shall be binding as if original documents were delivered.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date first written above.

**COUNTY OF ORLEANS INDUSTRIAL
DEVELOPMENT AGENCY**

By: _____
Michael Dobell, CEO/CFO

CONSULTANT:

By: _____
Diane Blanchard