



COIDA Board Meeting Agenda

Friday December 9, 2022 8:00 AM

Updated 12/07/22

- **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**
 - *November 18, 2022 (Electronic) – Motion*
- **Financial** – Michael Dobell
 - *COIDA/ORLF Accept Monthly Financials (Finance Package) – Motion*
 - *PILOT Report- Diane*
- **Report of Committees/Departments/Sites**
 - Business Development – Gabrielle Barone
 - Project Update – Staff
 - Facilities/Sites- Michael
 - MAP and LDC Report - Diane
 - 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 resolution of 2023 staff compensation -Motion*
 - *Consider the proposed 2023 operating budget – Motion*
 - *Consider the 2023 COIDA Board Meeting Schedule – Motion*
 - *Consider the 2023 Roush CPA Engagement Letter – Motion*
- **Adjournment**

Local Development Corp					
Bank	Type of Account	Rate of Interest	Account Balances	CD's	Notes
Key Bank	Checking Unrest HUD 6741	0.15%	\$15,528.58		As of 11/30/2022 HUD Unrestricted Acct Interest Bearing Acct
Five Star-360339	Checking Non Interest	0.00%	\$0.00		Used for OCR Funds Deposit 10/31/2022
Five Star-628102	Savings	0.20%	\$85,008.49		As of 10/31/2022 Interest Bearing Acct

Orleans Economic Development Agency					
Bank	Type of Account	Rate of Interest	Account Balances	Avail Line of Credit	Notes
Key Bank-IDA	Checking 011750	0.00%	\$135,419.85		As of 11/30/2022 Non Interest Bearing Acct
Key Bank-PILOT	Checking 348282	0.00%	\$11,430.73		Non Interest Bearing Acct
Key Bank-ORLF	Checking 331428	0.00%	\$33,487.68		Non Interest Bearing Acct
Key Bank-OLRC	Checking 359047	0.00%	\$78,055.14		Non Interest Bearing Acct
Key Bank-OLRC GAIN	Checking 1253194	0.01%	\$161,819.92		Interest Bearing Account
Key Bank-OEDA County Funds Acct	Checking 81401777	0.00%	\$465,999.99		Non Interest Bearing Account
Key Bank-OEDA Medina Project	Checking 1311687	0.15%	\$0.00		Interest Bearing Acct Closed 2022
US BANK	WNYE Tax Stabilization Fund		\$0.00		Closed Out 2022



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

Public Sector Statement
November 30, 2022
 page 1 of 3

852011750

22 X 968 00022 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)

- O E O A -

Public Transaction Basic 852011750
 COUNTY OF ORLEANS INDUSTRIAL
 DEVELOPMENT AGENCY

Beginning balance 10-31-22	\$165,311.20
1 Addition	+300.00
28 Subtractions	-30,191.35
Ending balance 11-30-22	\$135,419.85

Additions

Deposits	Date	Serial #	Source	
	11-28		Deposit Branch 0290 New York	\$300.00
Total additions				\$300.00

Subtractions

Paper Checks * check missing from sequence

Check	Date	Amount	Check	Date	Amount	Check	Date	Amount
2710	11-14	\$1,269.00	2741	11-14	3,105.90	2749	11-23	51.50
*2730	11-4	2,153.00	2742	11-18	107.99	2750	11-17	154.55
*2735	11-2	591.90	2743	11-15	85.00	2751	11-23	128.96
2736	11-2	97.81	2744	11-16	10.00	2752	11-25	268.81
2737	11-2	276.74	2745	11-18	139.98	*2754	11-30	431.49
2738	11-8	100.00	2746	11-14	93.00	2755	11-30	360.40
2739	11-7	30.30	*2748	11-23	27.50	2756	11-30	314.85
2740	11-9	170.10						

Paper Checks Paid \$9,968.78

Withdrawals	Date	Serial #	Location	
	11-9		Direct Withdrawal, Paychex - Rcx Payroll	\$6,557.70
	11-10		Direct Withdrawal, Paychex Tps Taxes	3,230.64
	11-10		Direct Withdrawal, Paychex Eib Invoice	121.98
	11-23		Direct Withdrawal, Paychex - Rcx Payroll	6,636.36
	11-25		Direct Withdrawal, Paychex Tps Taxes	3,257.91

Account m 12/5/22
[Signature]



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

Business Banking Statement
November 30, 2022
page 1 of 3

329681253194

13 T 908 00000 R EM AO
ORLEANS LAND RESTORATION CORP
GAIN - ACCOUNT
121 N. MAIN STREET - FLOOR 2
ALBION NY 14411-1237

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

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KeyBank Business Interest Checking 329681253194
ORLEANS LAND RESTORATION CORP
GAIN - ACCOUNT

Beginning balance 10-31-22	\$157,391.86
2 Additions	+4,426.74
Interest paid	+1.32
Ending balance 11-30-22	\$161,819.92

Additions

Deposits	Date	Serial #	Source	
	11-2		Deposit Branch 0290 New York	\$2,674.66
	11-7		Deposit Branch 0290 New York	1,752.08
Total additions				\$4,426.74

Interest earned

Annual percentage yield (APY) earned	0.01%
Number of days this statement period	30
Interest paid 11-30-22	\$1.32
Interest earned this statement period	\$1.32
Interest paid year-to-date	\$13.72

Revenue on 12/5/22



KeyBank
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 Cleveland, OH 44101-5885

Public Sector Statement
November 30, 2022
 page 1 of 2

329681401777

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
 1-888-KEY4BIZ (1-888-539-4249)

Public Transaction Basic 329681401777
 COUNTY OF ORLEANS INDUSTRIAL DEVELOPMENT
 OEDA COUNTY FUNDS ACCOUNT

Beginning balance 10-31-22	\$465,999.99
Ending balance 11-30-22	\$465,999.99

Reviewed on 12/5/22
[Signature]

10:20 AM
 12/05/22
 Cash Basis

Orleans Economic Development Agency
Balance Sheet Prev Year Comparison w/o PILOT
 As of November 30, 2022

	Nov 30, 22	Nov 30, 21	\$ Change	% Change
ASSETS				
Current Assets				
Checking/Savings				
200 · Cash Accounts				
200.006 · OEDA County Fund Acct	465,999.99	0.00	465,999.99	100.0%
200.005 · Village of Medina Proj Closed	0.00	508.09	-508.09	-100.0%
200.001 · OEDA Agency Checking	103,391.44	119,964.62	-16,573.18	-13.8%
Total 200 · Cash Accounts	569,391.43	120,472.71	448,918.72	372.6%
Cash Restricted				
Agency 3rd Party PILOT Account	465,946.54	931,532.51	-465,585.97	-50.0%
Total Cash Restricted	465,946.54	931,532.51	-465,585.97	-50.0%
Total Checking/Savings	1,035,337.97	1,052,005.22	-16,667.25	-1.6%
Accounts Receivable				
385 · Interest & Penalties-A/R	3,097.82	3,097.82	0.00	0.0%
380 · Accounts Receivable	-54,441.68	-54,441.68	0.00	0.0%
Total Accounts Receivable	-51,343.86	-51,343.86	0.00	0.0%
Other Current Assets				
Interfund Activity	359.35	359.35	0.00	0.0%
205 · Due From OLRC	72,466.80	72,466.80	0.00	0.0%
480 · Prepaid expenses				
480.001 · Express Mail Corporate Account	158.75	128.45	30.30	23.6%
Total 480 · Prepaid expenses	158.75	128.45	30.30	23.6%
Total Other Current Assets	72,984.90	72,954.60	30.30	0.0%
Total Current Assets	1,056,979.01	1,073,615.96	-16,636.95	-1.6%
Fixed Assets				
101 · Land				
101.002 · Medina Business Park				
 MBP Sewer System				
County Interagency Installmnt	11,034.85	12,565.50	-1,530.65	-12.2%
MBP Sewer System - Other	155,785.07	177,394.00	-21,608.93	-12.2%
Total MBP Sewer System	166,819.92	189,959.50	-23,139.58	-12.2%
101.002 · Medina Business Park - Other	87,549.65	99,693.65	-12,144.00	-12.2%
Total 101.002 · Medina Business Park	254,369.57	289,653.15	-35,283.58	-12.2%
101.003 · Holley Business Park	319,622.09	319,622.09	0.00	0.0%
101.004 · Land - Other	83,964.50	83,964.50	0.00	0.0%
Total 101 · Land	657,956.16	693,239.74	-35,283.58	-5.1%
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	657,956.16	693,239.74	-35,283.58	-5.1%
Other Assets				
Payment transfer to OLRC/OEDA/	-6,227.50	33,772.50	-40,000.00	-118.4%
399 · Deferred Outflow of Resources	135,803.00	120,995.00	14,808.00	12.2%
Total Other Assets	129,575.50	154,767.50	-25,192.00	-16.3%
TOTAL ASSETS	1,844,510.67	1,921,623.20	-77,112.53	-4.0%
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable				
600 · Accounts payable	-21,199.63	-21,199.63	0.00	0.0%
Total Accounts Payable	-21,199.63	-21,199.63	0.00	0.0%

10:20 AM
 12/05/22
 Cash Basis

Orleans Economic Development Agency
Balance Sheet Prev Year Comparison w/o PILOT
 As of November 30, 2022

	Nov 30, 22	Nov 30, 21	\$ Change	% Change
Other Current Liabilities				
Note Payable - Current	0.00	813.00	-813.00	-100.0%
Loan Payable - Current	0.00	33,333.34	-33,333.34	-100.0%
Deferred Inflow of Resources	75,785.00	3,170.00	72,615.00	2,290.7%
604 · Cash Held on Behalf of Others	520,998.03	986,584.00	-465,585.97	-47.2%
Due to OLRC	166,704.39	165,888.67	815.72	0.5%
601 · Accrued Liabilities	9,637.12	7,342.12	2,295.00	31.3%
602 · Payroll Deductions				
602.100 · Company Liabilities				
602.104 · NYS Unemp. Ins. - Company	0.00	-598.52	598.52	100.0%
Total 602.100 · Company Liabilities	0.00	-598.52	598.52	100.0%
602.200 · Employee Deductions				
602.205 · NYS & Local Retirement	-11,746.01	-9,614.26	-2,131.75	-22.2%
602.206 · Cafeteria Plan	3,427.15	3,007.58	419.57	14.0%
Total 602.200 · Employee Deductions	-8,318.86	-6,606.68	-1,712.18	-25.9%
602 · Payroll Deductions - Other	1,172.70	2,391.54	-1,218.84	-51.0%
Total 602 · Payroll Deductions	-7,146.16	-4,813.66	-2,332.50	-48.5%
Total Other Current Liabilities	765,978.38	1,192,317.47	-426,339.09	-35.8%
Total Current Liabilities	744,778.75	1,171,117.84	-426,339.09	-36.4%
Long Term Liabilities				
680 · Pension Liability	245.00	75,393.00	-75,148.00	-99.7%
Loan Payable - LT				
Cardone Trust Note Payable	-0.18	812.83	-813.01	-100.0%
Cardone Trust - Contra	0.00	-813.00	813.00	100.0%
Total Loan Payable - LT	-0.18	-0.17	-0.01	-5.9%
689 · Other Long Term Debt (spec)				
689.003 · Loan Payable - Orleans Co.	500,000.00	0.00	500,000.00	100.0%
Total 689 · Other Long Term Debt (spec)	500,000.00	0.00	500,000.00	100.0%
Total Long Term Liabilities	500,244.82	75,392.83	424,851.99	563.5%
Total Liabilities	1,245,023.57	1,246,510.67	-1,487.10	-0.1%
Equity				
908 · Transfer from OLRC	567,500.00	500,000.00	67,500.00	13.5%
909.001 · Retained Earnings	122,680.09	304,780.39	-182,100.30	-59.8%
Net Income	-34,570.31	-73,545.18	38,974.87	53.0%
Total Equity	655,609.78	731,235.21	-75,625.43	-10.3%
TOTAL LIABILITIES & EQUITY	1,900,633.35	1,977,745.88	-77,112.53	-3.9%

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Total Checking/Savings	1,035,337.97	1,052,005.22	-16,667.25	-1.6%
Accounts Receivable				
385 · Interest & Penalties-A/R	3,097.82	3,097.82	0.00	0.0%
380 · Accounts Receivable	-54,441.68	-54,441.68	0.00	0.0%
381 · PILOT Receivable	60,274.70	463,602.88	-403,328.18	-87.0%
Total Accounts Receivable	8,930.84	412,259.02	-403,328.18	-97.8%
Other Current Assets				
Interfund Activity	359.35	359.35	0.00	0.0%
205 · Due From OLRC	72,466.80	72,466.80	0.00	0.0%
480 · Prepaid expenses				
480.001 · Express Mail Corporate Account	158.75	128.45	30.30	23.6%
Total 480 · Prepaid expenses	158.75	128.45	30.30	23.6%
Total Other Current Assets	72,984.90	72,954.60	30.30	0.0%
Total Current Assets	1,117,253.71	1,537,218.84	-419,965.13	-27.3%
Fixed Assets				
101 · Land				
101.002 · Medina Business Park				
 MBP Sewer System				
County Interagency Installmnt	11,034.85	12,565.50	-1,530.65	-12.2%
MBP Sewer System - Other	155,785.07	177,394.00	-21,608.93	-12.2%
Total MBP Sewer System	166,819.92	189,959.50	-23,139.58	-12.2%
101.002 · Medina Business Park - Other	87,549.65	99,693.65	-12,144.00	-12.2%
Total 101.002 · Medina Business Park	254,369.57	289,653.15	-35,283.58	-12.2%
101.003 · Holley Business Park	319,622.09	319,622.09	0.00	0.0%
101.004 · Land - Other	83,964.50	83,964.50	0.00	0.0%
Total 101 · Land	657,956.16	693,239.74	-35,283.58	-5.1%
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	657,956.16	693,239.74	-35,283.58	-5.1%
Other Assets				
Payment transfer to OLRC/OEDA/	-6,227.50	33,772.50	-40,000.00	-118.4%
399 · Deferred Outflow of Resources	135,803.00	120,995.00	14,808.00	12.2%
Total Other Assets	129,575.50	154,767.50	-25,192.00	-16.3%
TOTAL ASSETS	1,904,785.37	2,385,226.08	-480,440.71	-20.1%
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable				
600 · Accounts payable	-21,199.63	-21,199.63	0.00	0.0%
Total Accounts Payable	-21,199.63	-21,199.63	0.00	0.0%

10:20 AM
 12/05/22
 Cash Basis

Orleans Economic Development Agency
Balance Sheet Prev Year Comparison w/PILOT
As of November 30, 2022

	Nov 30, 22	Nov 30, 21	\$ Change	% Change
Other Current Liabilities				
Note Payable - Current	0.00	813.00	-813.00	-100.0%
Loan Payable - Current	0.00	33,333.34	-33,333.34	-100.0%
Deferred Inflow of Resources	75,785.00	3,170.00	72,615.00	2,290.7%
604 · Cash Held on Behalf of Others	520,998.03	986,584.00	-465,585.97	-47.2%
Due to OLRC	166,704.39	165,888.67	815.72	0.5%
601 · Accrued Liabilities	9,637.12	7,342.12	2,295.00	31.3%
602 · Payroll Deductions				
602.100 · Company Liabilities				
602.104 · NYS Unemp. Ins. - Company	0.00	-598.52	598.52	100.0%
Total 602.100 · Company Liabilities	0.00	-598.52	598.52	100.0%
602.200 · Employee Deductions				
602.205 · NYS & Local Retirement	-11,746.01	-9,614.26	-2,131.75	-22.2%
602.206 · Cafeteria Plan	3,427.15	3,007.58	419.57	14.0%
Total 602.200 · Employee Deductions	-8,318.86	-6,606.68	-1,712.18	-25.9%
602 · Payroll Deductions - Other	1,172.70	2,391.54	-1,218.84	-51.0%
Total 602 · Payroll Deductions	-7,146.16	-4,813.66	-2,332.50	-48.5%
631 · Due to Other Governments				
631.001 · PILOTs payable	4,152.02	407,480.20	-403,328.18	-99.0%
Total 631 · Due to Other Governments	4,152.02	407,480.20	-403,328.18	-99.0%
Total Other Current Liabilities	770,130.40	1,599,797.67	-829,667.27	-51.9%
Total Current Liabilities	748,930.77	1,578,598.04	-829,667.27	-52.6%
Long Term Liabilities				
680 · Pension Liability	245.00	75,393.00	-75,148.00	-99.7%
Loan Payable - LT				
Cardone Trust Note Payable	-0.18	812.83	-813.01	-100.0%
Cardone Trust - Contra	0.00	-813.00	813.00	100.0%
Total Loan Payable - LT	-0.18	-0.17	-0.01	-5.9%
689 · Other Long Term Debt (spec)				
689.003 · Loan Payable - Orleans Co.	500,000.00	0.00	500,000.00	100.0%
Total 689 · Other Long Term Debt (spec)	500,000.00	0.00	500,000.00	100.0%
Total Long Term Liabilities	500,244.82	75,392.83	424,851.99	563.5%
Total Liabilities	1,249,175.59	1,653,990.87	-404,815.28	-24.5%
Equity				
908 · Transfer from OLRC	567,500.00	500,000.00	67,500.00	13.5%
909.001 · Retained Earnings	122,680.09	304,780.39	-182,100.30	-59.8%
Net Income	-34,570.31	-73,545.18	38,974.87	53.0%
Total Equity	655,609.78	731,235.21	-75,625.43	-10.3%
TOTAL LIABILITIES & EQUITY	1,904,785.37	2,385,226.08	-480,440.71	-20.1%

Orleans Economic Development Agency Profit & Loss Budget Performance November 2022

	Nov 22	Budget	Jan - Nov 22	YTD Budget	Annual Budget
Ordinary Income/Expense					
Income					
980 · Revenues					
2116 · Fees (specify)					
2116.07 Administrative Fee	0.00		2,508.14		
2116.01 · Application Fees	0.00	500.00	0.00	5,500.00	6,000.00
2116.03 · Economic Development Fees	0.00		172,681.00		
2116.04 · Consulting	0.00		5,710.36		
Total 2116 · Fees (specify)	0.00	500.00	180,899.50	5,500.00	6,000.00
2401 · Interest & Earnings	0.00		0.00		
2706 · Grants from Local Governments			204,000.00		
2706.02 · Grants from Local Govts - Other	0.00		204,000.00		
Total 2706 · Grants from Local Governments	0.00		204,000.00		
2770 · Other Unclassified Revenue			815.50		
2770.1 · Misc. Reimbursements	0.00		27,500.03		
2770.2 · Misc. Income	0.00		28,315.53		
Total 2770 · Other Unclassified Revenue	0.00		28,315.53		
Total 980 · Revenues	0.00	500.00	413,215.03	5,500.00	6,000.00
Total Income	0.00	500.00	413,215.03	5,500.00	6,000.00
Gross Profit	0.00	500.00	413,215.03	5,500.00	6,000.00
Expense					
522 · Expenses					
6460 · Administration					
6460.1 · Salaries & related expenses			248,839.85		
6460.11 · Salaries & wages	18,911.14		15,050.08		
6460.13 · Social Security Expense	1,158.42		151.60		
6460.14 · Fed Unemp Tax Exp	0.00		3,519.76		
6460.15 · Medicare Exp.	270.92		730.43		
6460.17 · NYS Unemploy. Ins.	0.00		2,508.24		
6460.18 · Disability Cnty Self-Ins	0.00		270,799.96		
Total 6460.1 · Salaries & related expenses	20,340.48		55,232.76		
6460.4 · Contractual Expenses			1,010.00		
~4.100 · Other personnel expenses	29,665.99		11,189.27		
~4.101 · Legal fees	85.00		2,212.70		
~4.102 · Accounting fees	0.00		10,424.51		
~4.103 · Consultant Services	0.00		80,069.24		
~4.105 · Payroll Services	121.98				
~4.107 · Professional fees - other	601.90				
Total ~4.100 · Other personnel expenses	30,474.87				

Orleans Economic Development Agency Profit & Loss Budget Performance November 2022

	Nov 22	Budget	Jan - Nov 22	YTD Budget	Annual Budget
~4.200 · Non-personnel expenses					
~4.201 · Supplies	297.69		2,452.05		
~4.202 · Telephone & telecommunications	1,017.96		8,295.01		
~4.203 · Postage, shipping, delivery	135.72		686.54		
~4.204 · Equip rental & maintenance	93.00		2,636.65		
~4.205 · Printing & copying	9.99		69.39		
~4.206 · Books, subscriptions, reference	9.99		218.34		
~4.207 · Advertising expenses	106.02		368.36		
~4.208 · Marketing	0.00		5,050.70		
Total ~4.200 · Non-personnel expenses	1,670.37		19,777.04		
~4.300 · Occupancy expenses					
~4.301 · Rent, parking, other occupancy	2,153.00		23,641.00		
Total ~4.300 · Occupancy expenses	2,153.00		23,641.00		
~4.700 · Travel & training					
~4.701 · Travel	261.43		1,039.42		
~4.702 · Conference, convention, meeting	400.00		400.00		
~4.704 · Meals	457.17		1,440.27		
Total ~4.700 · Travel & training	1,118.60		2,879.69		
~4.800 · Misc expenses					
~4.801 · Interest expense - general	0.00		666.67		
~4.802 · Insurance - non-employee	0.00		2,214.73		
~4.803 · Membership dues - organization	0.00		125.00		
~4.805 · Outside computer services	0.00		1,067.00		
~4.808 · Other Reimbursements	0.00		170.10		
~4.800 · Misc expenses - Other	94.65		1,083.03		
Total ~4.800 · Misc expenses	94.65		5,326.53		
Total 6460.4 · Contractual Expenses	35,511.49		131,693.50		
6460.8 · Employee Benefits					
6460.81 · Health Insurance	3,276.00		42,610.05		
Total 6460.8 · Employee Benefits	3,276.00		42,610.05		
Total 6460 · Administration	59,127.97		445,103.51		
Total 522 · Expenses	59,127.97		445,103.51		
6999 · Uncategorized Expenses	0.00		6,281.83		
Total Expense	59,127.97		451,385.34		
Net Ordinary Income	-59,127.97	500.00	-38,170.31	5,500.00	6,000.00

Orleans Economic Development Agency
 Profit & Loss Budget Performance
 November 2022

	Nov 22	Budget	Jan - Nov 22	YTD Budget	Annual Budget
Other Income/Expense					
Other Income					
Office Space Rental	300.00		3,600.00		
Total Other Income	300.00		3,600.00		
Net Other Income	300.00		3,600.00		
Net Income	-58,827.97	500.00	-34,570.31	5,500.00	6,000.00

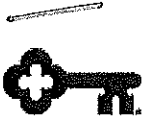
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12/05/22

Accrual Basis

**Orleans Economic Development Agency
Transaction Detail by Account
November 2022**

Type	Date	Num	Name	Memo	Amount	Balance
200 - Cash Accounts						
200.001 - OEDA Agency Checking						
Check	11/02/2022	2735	Key Bank	Credit Card Usage for M Dobell	-591.90	-591.90
Check	11/02/2022	2736	Key Bank	Credit Card Usage for G Barone	-97.81	-689.71
Check	11/02/2022	2737	Key Bank	Credit Card Usage for D Blanchard	-276.74	-966.45
Check	11/02/2022	2738	Reserve Account/Pitney ...	Postage for Meter	-100.00	-1,066.45
Check	11/02/2022	2739	Indoff Incorporated	Inv# 3606023 Office Supplies	-30.30	-1,096.75
Check	11/09/2022	2740	Diane L Blanchard	Reimb of Medical Insurance for Nove...	-170.10	-1,266.85
Check	11/09/2022	2741	Orleans Co. Treasurer	EDA Medical Insurance Billing for N...	-3,105.90	-4,372.75
Check	11/09/2022	2742	Indoff Incorporated	Inv# 3606862 Office Supplies	-107.99	-4,480.74
Check	11/09/2022	2743	Roush C.P.A. PC	Accounting Services for October 2022	-85.00	-4,565.74
Check	11/09/2022	2744	Health Economics Group...	Administrative Fee Acct 7301	-10.00	-4,575.74
Check	11/09/2022	2745	Spectrum Enterprise	Inv# 142502701110122 Internet fo...	-139.98	-4,715.72
Check	11/09/2022	2746	U.S. Bank Equipment Fin...	Inv# 485956874 RICOH Copier Re...	-93.00	-4,808.72
Check	11/10/2022		Paychex	Small Business Pkg 11.10.22	-121.98	-4,930.70
Paych...	11/10/2022		Diane L Blanchard		-1,398.44	-6,329.14
Paych...	11/10/2022		Michael R Dobell		-2,468.66	-8,797.80
Paych...	11/10/2022		Gabrielle L Barone		-2,690.60	-11,488.40
Liabilit...	11/10/2022		Paychex	16-1356958, 161356958 6	-3,230.64	-14,719.04
Check	11/16/2022	2747	Gabrielle L Barone	Reimbursement for Mileage 7/1 to 11...	-171.58	-14,890.62
Check	11/16/2022	2748	Indoff Incorporated	Inv# 3608576 Office Supplies	-27.50	-14,918.12
Check	11/16/2022	2749	Indoff Incorporated	Inv# 3609735 Office Supplies Copy...	-51.50	-14,969.62
Gener...	11/16/2022		Po...	Postage Deposit	-76.35	-15,045.97
Check	11/16/2022	2750	Michael R Dobell	Reimbursement for Travel and Cell P...	-154.55	-15,200.52
Check	11/16/2022	2751	Verizon Wireless	Inv# 9919956953 Cell Phone Usage...	-128.96	-15,329.48
Check	11/16/2022	2752	NTT Cloud Communicati...	Inv# USINV2210212580 Conferenc...	-268.81	-15,598.29
Check	11/23/2022	2753	Village of Albion (v)	Rent for December 2022	-2,153.00	-17,751.29
Paych...	11/25/2022		Diane L Blanchard		-1,461.02	-19,212.31
Paych...	11/25/2022		Michael R Dobell		-2,484.72	-21,697.03
Paych...	11/25/2022		Gabrielle L Barone		-2,690.62	-24,387.65
Liabilit...	11/25/2022		Paychex	16-1356958, 161356958 6	-3,257.91	-27,645.56
Gener...	11/25/2022	Co...		Contribution for M Dobell to NYS Reti...	-417.98	-28,063.54
Deposit	11/28/2022			Deposit	300.00	-27,763.54
Check	11/30/2022	2754	Key Bank	Credit Card Usage for D Blanchard	-431.49	-28,195.03
Check	11/30/2022	2755	Key Bank	Credit Card Usage for M Dobell	-360.40	-28,555.43
Check	11/30/2022	2756	Key Bank	Credit Card Usage for G Barone	-314.85	-28,870.28
Check	11/30/2022	2757	HurwitzFine PC	Inv#2038006 Legal Services Rend ...	-233.40	-29,103.68
Check	11/30/2022	2758	HurwitzFine PC	Inv#2038005 Legal Services Rend T...	-1,739.61	-30,843.29
Check	11/30/2022	2759	HurwitzFine PC	Inv#2038032 Legal Services Rend T...	-27,692.98	-58,536.27
Check	11/30/2022	2760	Johnson Newspaper Cor...	Inv# 4126e577 Falls Rd Industrial A...	-106.02	-58,642.29
Total 200.001 - OEDA Agency Checking					-58,642.29	-58,642.29
Total 200 - Cash Accounts					-58,642.29	-58,642.29
TOTAL					-58,642.29	-58,642.29



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

Public Sector Statement
November 30, 2022
 page 1 of 2

852348282

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 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)

7/1/22

Public Transaction 852348282
 COUNTY OF ORLEANS INDUSTRIAL
 DEVELOPMENT AGENCY

Beginning balance 10-31-22	\$23,963.62
1 Addition	+11,430.72
10 Subtractions	-23,963.61
Ending balance 11-30-22	\$11,430.73

Additions

Deposits	Date	Serial #	Source	
	11-28		Deposit Branch 0290 New York	\$11,430.72
Total additions				\$11,430.72

Subtractions

Paper Checks * check missing from sequence

Check	Date	Amount	Check	Date	Amount	Check	Date	Amount
849	11-4	\$4,418.95	854	11-4	3,852.88	*858	11-3	671.62
850	11-2	3,334.37	855	11-9	2,931.67	859	11-1	350.42
851	11-2	1,828.35	856	11-3	215.40	*861	11-2	3,260.25
*853	11-3	3,099.70						

Paper Checks Paid \$23,963.61

Fees and charges

See your Account Analysis statement for details.

Revised 12/5/22
[Signature]



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

Public Sector Statement
November 30, 2022
 page 1 of 2

852331428

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
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- ORNA -

Public Transaction 852331428
 COUNTY OF ORLEANS INDUSTRIAL
 DEVELOPMENT AGENCY

Beginning balance 10-31-22	\$31,612.55
1 Addition	+1,919.69
Net fees and charges	-44.56
Ending balance 11-30-22	\$33,487.68

Additions

Deposits	Date	Serial #	Source	
	11-28		Deposit Branch 0290 New York	\$1,919.69
Total additions				\$1,919.69

Fees and charges

Date		Quantity	Unit Charge	
11-8-22	Oct Analysis Service Chg	1	44.56	-\$44.56
Fees and charges assessed this period				-\$44.56

See your Account Analysis statement for details.

Revenue on 12/5/22

10:29 AM

12/05/22

Accrual Basis

Orleans Revolving Loan Fund
Balance Sheet Prev Year Comparison
As of November 30, 2022

	Nov 30, 22	Nov 30, 21	\$ Change	% Change
ASSETS				
Current Assets				
Checking/Savings				
200 · Orleans Revolving Loan Fund	33,532.24	18,130.83	15,401.41	85.0%
Total Checking/Savings	33,532.24	18,130.83	15,401.41	85.0%
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	16,657.39	15,985.39	672.00	4.2%
Total Loan Principal (current yr)	16,657.39	15,985.39	672.00	4.2%
Total Other Current Assets	16,657.39	15,985.39	672.00	4.2%
Total Current Assets	48,269.94	32,196.53	16,073.41	49.9%
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	130,317.27	147,589.60	-17,272.33	-11.7%
Total ORLF Loan Principal -noncurrent	130,317.27	147,589.60	-17,272.33	-11.7%
Total Other Assets	139,269.09	156,541.42	-17,272.33	-11.0%
TOTAL ASSETS	187,539.03	188,737.95	-1,198.92	-0.6%
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	-870,564.89	-872,409.32	1,844.43	0.2%
Net Income	-2,218.80	824.55	-3,043.35	-369.1%
Total Equity	187,539.03	188,737.95	-1,198.92	-0.6%
TOTAL LIABILITIES & EQUITY	187,539.03	188,737.95	-1,198.92	-0.6%

10:30 AM
12/05/22
Accrual Basis

Orleans Revolving Loan Fund
Register QuickReport
November 2022

Type	Date	Num	Memo	Account	Clr	Split	Amount
Medina Hospitality LLC Payment	11/23/2022	1366	ORLF Pmt for December 2022	200 · Orleans Rev...	X	392 · Loan ...	1,919.69
Total Medina Hospitality LLC							1,919.69
No name Check	11/02/2022		Service Charge	200 · Orleans Rev...	X	Misc Expe...	-45.44
Total no name							-45.44
TOTAL							1,874.25

Orleans Economic Development Agency
A/R Aging Summary
As of December 5, 2022

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
A.J Piedimonte-Magc Inc.PILOT	0.00	0.00	0.00	0.00	0.00	0.00
BOMET Property LLC PILOT	0.00	0.00	0.00	4,152.02	0.00	4,152.02
Customer	0.00	0.00	0.00	0.00	0.00	0.00
Falls Railroad PILOT	0.00	0.00	0.00	0.00	0.00	0.00
Holley Cold Storage PILOT	0.00	0.00	0.00	0.00	0.00	0.00
Misc. OEDA Customers	0.00	0.00	0.00	0.00	573.84	573.84
Orleans County Treasurer	0.00	0.00	0.00	0.00	0.00	0.00
Quorum Group LLC. PILOT	0.00	0.00	0.00	0.00	0.00	0.00
Quorum/Transform PILOT	0.00	0.00	0.00	5,000.00	0.00	5,000.00
Town of Albion	0.00	0.00	0.00	0.00	500.00	500.00
Village of Holley (c)	0.00	0.00	0.00	0.00	0.00	0.00
Waddington North America Inc./PPP	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL	0.00	0.00	0.00	9,152.02	1,073.84	10,225.86

OEDA Current Project List		Updated:	15-Nov-22							
Industrial/Commercial										
Projects	Location	Description	Type of Project	Status	Update/ Next step	Last Update				
Velociti	Medina	New product line	Increase capacity	Moving	Working on Final draw	7-Dec-22				
Hotel Project	Orleans	New Build	New Building	Moving	Proect complete	30-Oct-22				
Heritage Wind	Barre	Wind Farm Project	New Build	Moving	Submitting modification for 94-C	1-Oct-22				
Zambistro Project	Medina	TBD	Redevelopment	Moving	Finalizing last draw	1-Nov-22				
Falls Road-Culvert/Bridge Replacement	Orleans	Northern Boarders Grant	Repair/Replace	Moving	waiting on DOT approval for construction	1-Mar-22				
Bomet-MBP-N	Medina	Remanufacturer	New Build	Moving	Working on Project logistics for shipping	1-May-22				
Mariachi	Albion	TBD	New Build	No Action	Plans went to county planning board	1-May-22				
Hemlock Ridge Solar	Barre/Shelby	Solar	New Build	No Action	ORES approved, Working on PILOT	1-Dec-22				
Freeze Dry/ Thrive Foods	Albion	Manufacturing	Repair/ New Build	No Action	OCR call with Sichernan	1-Dec-22				
Developments Projects	Location	Description	Type of Project	Status	Update					
Bates Road Redevelopment	Ridgeway	Brownfield	Development	No Action		6-Nov-20				
MBP-Strategic Plan Project	Medina	Planning	Development	On Hold	On hold for COIDA match	9-Sep-20				
Medina/Shelby Pedestrian Bridge	Medina	Planning	Development	On Hold	Received additional funding 2024 goal	1-Nov-22				
Big Guys Camping	Murray	Planning	Development	Planning	Project closed/ Construction still underway	1-Jul-22				
NBRC-Medina Team Track, Holley Spur	Medina/Holley	Planning	Development	Planning	EA complete	1-Mar-22				
RFP Responded	Partner	Description	Type of Project	Status						
Administration		Description			Update					
					Update					
ORLF-GAIN Loan Fund		Description			Update					
					Update					
Orleans Land Restoration	Location	Description			Update					
Takeform	Medina	Software upgrade			Application submitted to OCR	7-Dec-22				
Orleans County LDC		Description			Update					
Micro Training		Training program		On Going	Separate Update					
Micro OCR Grant/Loan		See Report in handout		On Going	Separate Update					

OEDA Board Notes

December 9, 2022

- Fall MAP Class 2022
- Diane reported the class graduated on November 15th Ten Participants received their graduation certificate. To date 567 participants have gone through the program.
- Christine Nenni-Best of Tymes Rentals
- Jennifer Walker-Party Bus
- Brandi Di Matteo-Event Planning, Party Rentals
- Charlie Ricci-Heavy EQ and Golf Cart Rentals
- Tracie Fleischhut-Rustic Ridge Country Store
- Gabrielle Joyner-Holistic Wellness Center
- Diago Russell-Hometown Lawn Care
- Dan Rosentreter-Coffee Pot Café in Medina
- Jordan Gawne-Bakery
- Mande Heinsler-Barre Boutique

- Grants

The Microenterprise did get the award for the OCR grant of \$300,000. The release of funds was approved. Five businesses have applied for the grant.

- Revolving Loan Fund:
- Loans Status: Printed reports from 11/10/22 are available for review.
 - Total funds in RLF Account as of 11/30/22
 - \$15,528.58---HUD unrestricted fund

- \$85,009.49---Unrestricted Money Market Account.

Grant 857ME37-15

810 Meadworks. (Medina) Established in 2014 Grant for \$10,000 Still in business making wine

Bela Cosa----Refurbishing Furniture. (Albion) Established in 2017. Grant for \$5000. Original store front closed but selling her Furniture on Etsy and will be reopening her store front at the old Sassy Cuts Hair Salon.

Buckshot Tannery. Tannery for Taxidermists. (Holley) Established in 2017. Grant for \$5000. Business still open and expanding.

Cobble Ridge Co-op. Flea Market & Craft/Merchandise Vendors Co-op. (Albion) Established in 2014. Grant for \$10,000. Business sold in 2021 to Tracie Fleishhut who went through the MAP course in 2022.

Digital Ink Art. Screen Printing & Design Company (Albion) Established in 2011. Grant for \$6600.00. Business still open.

Holley Bottle & Can Return----Bottle Returns. (Holley) Established in 2017. Grant for \$15,000. Still open and 14 other bottle return businesses in different Towns.

Kustom Kreations ---Screen Print Apparel & Merchandise. (Medina) Established in 2010. Grant for \$10,000. Still in business.

Make It Take It Experience—Educationally Oriented Gardening and Nature Related Classes. (Medina) Established in 2016. Grant for \$15,000. Still teaching classes and landscaping.

Marcell Fresh Bud Absolute Xquisite Cutz—Men's Hair Salon. (Albion) Established in 2014. Grant for \$5000. Business Closed in 2020. Marcell moved out of State.

The Missing Peace Holistic Wellness Center—(Medina) Established in 2016. Grant for \$10,000. Store front closed but still selling product online.

Preston Farms—Apple Tree Farm (Albion) Established in 2017. Grant for \$15,000. Still in business.

Shirt Factory Café—Café in Medina. Established in 2013. Grant for \$10,000. Business sold in 2018.

Sourced Market Eatery—Farm Market & Eatery (Medina) Established in 2017 Grant for \$5000. Still in business.

Sue the Sew It All—Seamstress (Holley) Established in 2013. Grant for \$10,000. Closed her store front in 2019 due to health issues.

Sugar Shears for the Sweetest Pets—Pet Grooming (Albion) Established in 2016. Grant for \$15,000. Still in business operating out of the Arnold Gregory Building.

Tease—Hair Salon (Albion) Established in 2017. Grant for \$15,000. Still in business.

2022
Parade of Lights

Sat., November 26 • 6-8 p.m.

See you on Park Ave. and Main Street!
Complete with Marching Bands and Fireworks!



To enter a float or vehicle, visit
ChristmasinMedina.com
Deadline: Nov. 23

\$500 GRAND PRIZE
10 OTHER CASH PRIZES

Questions? Call Jim at 585-798-2118.

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New group of entrepreneurs completes small business training class through Orleans EDA

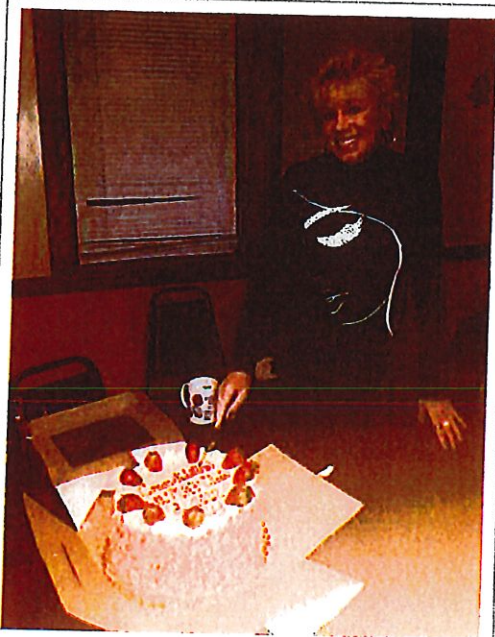


Photos by Ginny Kropf: Participants in the fall class of the Orleans Economic Development Agency's Microenterprise Assistance Program graduated Tuesday night at Gallo's Bar and Grill in Hamlin. Seated, from left, are MAP administrator Diane Blanchard, Brandi DiMatteo, instructor Dorothy Daniels, Jennifer Walker and Mande Heinsler. Standing, from left, are Sam Campanella with the Small Business Development Corporation, Mindi Warne, Dan Rosentreter, Michelle Gallo, Christina Nenni, Charlie Ricci, Diego Russell and Tracie Fleischhut.

By Ginny Kropf, correspondent Posted 17 November 2022 at 7:10 pm

HAMLIN – The Orleans Economic Development Agency graduated 10 budding business entrepreneurs from its fall class Tuesday night at Gallo's Bar and Grill in Hamlin.

Gallo's co-owner Michelle Gallo graduated from the Microenterprise Assistance Program several years ago and has become an instructor for the class. The insights from MAP helped her and her husband to run two successful businesses – the bar and grill in Hamlin and Gallo's Performance Auto Parts & Truck in Brockport.



Diane Blanchard, administrator of the Microenterprise Assistance Program, cuts the cake at the fall graduation ceremony Tuesday at Gallo's Bar and Grill in Hamlin.

Administrator of MAP, Diane Blanchard, introduced Tuesday's graduates and their proposed businesses. They are Brandi DiMatteo of Albion, event planning and party rentals; Tracie Fleischhut of Middleport, retail store and antique gifts; Jordan Gawne of Medina, bakery; Mandee Heinsler of Waterport, dance boutique; Gabrielle Joyner of Albion, holistic wellness center; Christina Nenni of Medina, party rentals; Charlie Ricci of Medina, heavy equipment and golf cart rentals; Dan Rosentreter of Medina, Coffee Pot Café; Diego Russell of Medina, lawn care; and Jennifer Walker of Albion, party bus.

Also attending the graduation were Sam Campanella with the Small Business Administration; John Fitzak, county legislator and board member of Economic Development Agency; Craig Tuohey and Sklp Draper, board members of the EDA; Dorothy Daniels, instructor; and guest speaker Dan Conrad, MAP graduate and owner of Toyz n Kandy in Albion.

The graduates gave short speeches, describing their proposed business and goals.

Charlie Ricci was inspired by his late grandfather, who was a contractor, and his father Dan Ricci, who owned a golf course. They provided the role models to start a business renting heavy equipment and golf carts.

"MAP helped me in all aspects of starting a new business," Ricci said. "From the banks who visited our class, I learned about loan options. The lawyer Brett Dawson wrote my contract for the rental business."

Ricci, who currently runs a dump truck business hauling stone, sand and top soil, said he will rent heavy equipment and golf carts because there is nothing like it in the area.

Brandi DiMatteo, whose business Yolo plans events and has party rentals, said what will set her business apart is the attention to detail.

"I combine old-fashioned value, by going the extra mile and using cutting-edge ideas to plan my customers next special event," she said. "Being in business has always been my dream."

She will offer reasonable prices, and customers can choose from full packages or custom options. Rentals will include everything from tables and chairs to decorations.

Dan Rosentreter opened the Coffee Pot Café on East Center Street in Medina on Aug. 1. He sells coffee, tea, lemonade, bagels and pastries and is in the process of creating a full bakery in the store.

Like other graduates, MAP helped him with a business plan and made him eligible to apply for grants.



Jordan Gawne, Christina Nenni and Brandi DiMatteo all graduated from the Microenterprise Assistance Program Tuesday night. They are in related businesses and plan to help each other along the way.

Jennifer Walker hopes to purchase a party bus and offer a unique and fun way to attend special events. Her party bus would be a limousine with entertainment enroute to wineries, business meetings, weddings or other events. Alcohol would be allowed if provided by the passengers.

Christina Nenni and Michelle Wiseman started Party Tyme Rentals about three years ago, during the height of Covid. They brought party supplies to families to use in the safety of their own home. In March 2021 they moved into the Arnold Gregory Complex in Albion. What Nenni learned in the MAP class has guided them in establishing a business which is not only successful, but very supportive of their community. They rent photo booths, popcorn machines, bounce houses and party decorations.

Tracie Fleischhut used the support she gained from MAP to open Rustic Ridge Country Store on Ridge Road. It is a retail store with antique gifts and vendors. Her goal is to accommodate 25 vendors. She hopes to seek grants through MAP.

Jordan Gawne's expertise is specialty cakes, and she hopes to open a bakery in Medina. One thing MAP encourages is networking with other classmates, and Gawne, Nenni and Brandi DiMatteo have shared ideas and plan to work with each other.



Dan Conrad, a MAP graduate and owner of Toyz N Kandy in Albion, talks to the fall graduating class on how MAP helped him build a successful business.

Mandee Heinsler of Lyndonville sells dance apparel and supports the arts at her business, Barre Boutique, in Albion at the Gotta Dance by Miss Amy studio.

Diego Russell has started Hometown Lawn Care in Medina, and will mow lawns, rake leaves and do yard cleanup.

Gabrielle Joyner also graduated from the class, but was unable to attend the graduation. She hopes to start a Holistic Wellness Center.

Guest speaker for the evening was MAP graduate Dan Conrad, who shared how he took the class to start a new business when a hand injury prevented him from doing his construction job. His business, Toyz N Kandy, occupies 1,200 square feet of space on Albion's Main Street.

"MAP is a great resource," Conrad said. "I never hesitated to pick up the phone and call Diane for advice."

He stressed the importance of getting out and working together with other business owners. He said he walked throughout downtown connecting the other business owners. He is currently awaiting a grant from the EDA, with which he plans to open a second location in Brockport.

"Don't ever lose your dream," he told the graduates. "Be creative, and don't be afraid to think outside the box."

The evening concluded with cake supplied by Cassandra Brady, a MAP graduate who operates Iced and Glazed Bakery.

The Microenterprise Assistance Program started in 1999 and since then, 567 people have gone through the program. MAP offers two classes each year – one in the spring and one in the fall.

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Snowy weather could impact Friday's trash collection

By Tom Rivers, Editor Posted 17 November 2022 at 3:47 pm

Modern Disposal will start early at 5:30 a.m. in Orleans County

ALBION – Orleans County officials say Friday's garbage collection may be delayed depending on the intensity of the forecasted snowstorm.

"We apologize for any inconvenience this creates for our residents along the affected routes," said Jack Welch, the county chief administrative officer. "We will have to wait and see how this snow storm affects northern Niagara County and Orleans County to determine if Modern Disposal Services may complete the collection in a safe manner for their workers. Unfortunately it is possible that some routes may not be able to be completely collected by the close of business tomorrow."

Orleans County works closely with Modern Disposal Services to provide a countywide solid waste program for residents. With the anticipated snow fall beginning tonight over Western New York, Modern Disposal Services will be starting their collection service early on Friday at 5:30 a.m., Welch said.

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DSS brings back Christmas party for local families served by department

Posted 17 November 2022 at 3:03 pm

Press Release, Orleans County Department of Social Services

ALBION – The Orleans County Department of Social Services provides many services to the community throughout the year.

Child and Family Services is incorporated in this bustle of activity. CFS works with many families across Orleans County. The work that we provide takes on many different forms.

Each year our department looks forward to our annual family Christmas Party with eager anticipation. The children and families that we are involved with are invited to come celebrate the holiday season with us.

During this celebration there is face painting, a coloring contest (with prizes), sing-alongs with DJ Doug, and special balloon creations for each child provided by Rosco the clown.

The children and families get to enjoy pizza, cookies and refreshments all donated by local businesses. The celebration is then concluded with a visit from Santa and Mrs. Claus. The children all receive presents from Santa before the festivity ends.

Resolution #:

RESOLUTION OF THE COUNTY OF ORLEANS INDUSTRIAL
DEVELOPMENT AGENCY (“COIDA”) APPROVING THE
COMPENSATION OF COIDA STAFF.

WHEREAS, the COIDA is in need of staff and pursuant to Section 858 of the New York General Municipal Law and COIDA’s Compensation, Reimbursement and Attendance Policy, OCIDA’s Board is authorized to fix compensation levels for its employees,

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. That the COIDA approves staff compensation as follows:
CEO/CFO - \$99,226.68 on an annualized basis
VP Business Development - \$107,996.06 on an annualized basis
Administrative/MAP Manager – \$33.19/hr.
2. Continue to provide paid single health care insurance as issued by Orleans County
3. That all the compensation levels set forth in this resolution shall be effective January 1, 2023 and shall remain in effect until changed by the COIDA Board.
4. This resolution shall take effect immediately.

The above resolution was offered by _____, who moved its adoption, seconded by _____

ROLL CALL VOTE:

	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Abstain</u>
Craig Tuohey	[]	[]	[]	[]
Merle Draper	[]	[]	[]	[]
John Fitzak	[]	[]	[]	[]
Carol D’Agostino	[]	[]	[]	[]
John Misiti	[]	[]	[]	[]
Ed Ubanik	[]	[]	[]	[]

ADOPTED:

Orleans Economic Development Agency Profit & Loss Budget Performance

July 2021

County of Orleans Industrial Development Agency 2023 Proposed Operating Budget

Updated: 12/6/2022

	<u>Jan - Nov 2022</u>	<u>Est 2022 Totals</u>	<u>2022 Annual Budget</u>	<u>2023 Annual Budget</u>	<u>Change 2023-2022</u>	<u>Comments</u>
980 - Revenues						
2116 - Fees (specify)						
2116.07 Administrative Fee	2,508.14	2,600.00	6,000.00	10,000.00	4000.00	
2116.01 Application Fees	0.00	5,000.00	10,000.00	10,000.00		
2116.03 - Economic Development Fees	172,681.00	173,000.00	350,000.00	425,000.00	75000.00	
2116.05 Service Charge	0.00	0.00				
2116.04 - Consulting	5,710.00	10,000.00	55,000.00	10,000.00	-45000.00	
Total 2116 - Fees (specify)	<u>180,899.14</u>	<u>190,600.00</u>	<u>421,000.00</u>	<u>455,000.00</u>	<u>34,000.00</u>	
2410 - Rental of Real Property	2,100.00	3,600.00	3,600.00	3,600.00	0.00	H&F
2706 - Grants from Local Governments						
2706.01 - Local Support	0.00	15,500.00	15,500.00	15,500.00	0.00	
2706.02 - Grants from Local Govts - Other	204,000.00	190,000.00	190,000.00	200,000.00	10000.00	County
Total 2706 - Grants from Local Governments	<u>204,000.00</u>	<u>205,500.00</u>	<u>205,500.00</u>	<u>215,500.00</u>	<u>10,000.00</u>	
2770 - Other Unclassified Revenue						
2770.1 - Misc. Reimbursements	815.50	1,000.00	300.00	300.00	0.00	
2770.2 - Misc. Income	27,500.03	27,500.00	0.00	15,000.00	15000.00	
Total 2770 - Other Unclassified Revenue	<u>28,315.53</u>	<u>28,500.00</u>	<u>300.00</u>	<u>15,300.00</u>	<u>15,000.00</u>	
Total 980 - Revenues	415,314.67	428,200.00	630,400.00	689,400.00	59,000.00	
522 - Expenses						
6460 - Administration						
6460.1 - Salaries & related expenses						
6460.11 - Salaries & wages	248,839.85	271,461.65	271,105.24	303,075.71	31,970.47	5% Increase
6460.13 - Social Security Expense	15,050.08	16,418.27	16,590.48	18,264.85	1,674.37	
6460.14 - Fed Unemp Tax Exp	151.60	165.38	348.08	292.16	(55.92)	
6460.15 - Medicare Exp.	3,519.76	4,145.34	3,880.01	4,660.13	780.12	
6460.17 - NYS Unemploy. Ins.	730.43	796.83	580.13	1,407.67	827.54	

Orleans Economic Development Agency Profit & Loss Budget Performance

	Jan - Nov 2022	July 2021 Est 2022 Totals	2022 Annual Budget	2023 Annual Budget	Change 2023-2022	Comments
6460.18 · Disability Cnty Self-Ins	2,508.24	2,700.00	16,500.00	3,000.00	(13,500.00)	
Total 6460.1 · Salaries & related expenses	270,799.96	295,687.48	309,003.94	330,700.52	21,696.58	
6460.3 · Depreciation & amortization exp						
6460.31 · Deprec & amort - allowable	0.00	6,000.00	6,000.00	6,000.00	0.00	
Total 6460.3 · Depreciation & amortization exp	0.00	6,000.00	6,000.00	6,000.00	0.00	
6460.4 · Contractual Expenses						
~4.100 · Other personnel expenses						
~4.101 · Legal fees	55,232.76	57,000.00	50,000.00	60,000.00	10000.00	
~4.102 · Accounting fees	1,010.00	1,200.00	1,500.00	6,600.00	5100.00	
~4.103 · Consultant Services	11,189.27	12,000.00	10,000.00	10,000.00	0.00	
~4.105 · Payroll Services	2,212.70	2,413.85	3,200.00	2,500.00	-700.00	
~4.107 · Professional fees - other	10,424.51	11,000.00	10,000.00	15,000.00	5000.00	
Total ~4.100 · Other personnel expenses	80,069.24	83,613.85	74,700.00	94,100.00	19,400.00	
~4.200 · Non-personnel expenses						
~4.201 · Supplies	2,452.05	2,600.00	4,000.00	3,500.00	(500.00)	
~4.202 · Telephone & telecommunications	8,295.01	8,500.00	5,000.00	8,500.00	3,500.00	
~4.203 · Postage, shipping, delivery	686.54	700.00	600.00	750.00	150.00	
~4.204 · Equip rental & maintenance	2,636.66	3,000.00	3,000.00	3,000.00	-	
~4.205 · Printing & copying	69.39	100.00	300.00	200.00	(100.00)	
~4.206 · Books, subscriptions, reference	218.34	250.00	50.00	300.00	250.00	
~4.207 · Advertising expenses	368.36	400.00	1,500.00	6,500.00	5,000.00	
~4.208 · Marketing	5,050.70	10,000.00	30,000.00	50,000.00	20,000.00	
4210 · Web Site Maintenance	0.00	500.00	1,000.00	1,000.00	-	
Total ~4.200 · Non-personnel expenses	19,777.05	26,050.00	45,450.00	73,750.00	28,300.00	
~4.300 · Occupancy expenses						
~4.301 · Rent, parking, other occupancy	23,641.00	25,764.00	26,400.00	26,536.00	136.00	
Total ~4.300 · Occupancy expenses	23,641.00	25,764.00	26,400.00	26,536.00	136.00	
~4.500 · Property Management Expense						

Orleans Economic Development Agency Profit & Loss Budget Performance

	Jan - Nov 2022	July 2021 Est 2021 Totals	2022 Annual Budget	2023 Annual Budget	Change 2023-2022	Comments
4.505 · 121 N Main St	0.00	200.00	200.00	200.00	-	
Total ~4.500 · Property Management Expense	0.00	200.00	200.00	200.00	0.00	
~4.700 · Travel & training						
~4.701 · Travel	1,039.42	1,200.00	4,000.00	3,000.00	-1000.00	
~4.702 · Conference, convention, meeting	400.00	400.00	750.00	1,500.00	750.00	
~4.703 · Staff development	0.00	0.00	10,000.00	5,000.00	-5000.00	
~4.704 · Meals	1,440.27	1,500.00	2,500.00	2,500.00	0.00	
Total ~4.700 · Travel & training	2,879.69	3,100.00	17,250.00	12,000.00	-5,250.00	
~4.800 · Misc expenses						
~4.802 · Insurance - non-employee	2,214.73	2,250.00	0.00	2,500.00	2500.00	
~4.803 · Membership dues - organization	125.00	125.00	2,000.00	11,000.00	9000.00	
~4.805 · Outside computer services	1,067.00	1,100.00	500.00	1,100.00	600.00	
~4.807 · Other expenses	0.00	0.00	1,500.00	500.00	-1000.00	
~4.808 · Other Reimbursements	170.10	200.00	100.00	250.00	150.00	
~4.800 · Misc expenses - Other	1,083.03	1,100.00	50,000.00	30,000.00	-20000.00	
Total ~4.800 · Misc expenses	4,659.86	4,775.00	54,100.00	45,350.00	-8,750.00	
6460.8 · Employee Benefits						
6460.81 · Health Insurance	42,610.05	46,483.69	41,946.00	59,128.98	17,182.98	5% Estimate
6460.82 · Pension plan contributions	46,983.00	46,983.00	38,484.00	32,430.00	(6,054.00)	
Total 6460.8 · Employee Benefits	89,593.05	93,466.69	80,430.00	91,558.98	11,128.98	
Total 522 · Expenses	491,419.85	538,657.02	613,533.94	680,195.50	66,661.56	
Net Income	-76,105.18	-110,457.02	16,866.06	9,204.50	-7,661.56	
Depreciation Add Back	0.00	6,000.00	6,000.00	6,000.00	-	
Cash flow	-76,105.18	-104,457.02	22,866.06	15,204.50	-7,661.56	



**2023 County of Orleans Industrial Development Agency
Scheduled Monthly Board Meetings
121 North Main Street, Albion NY 14411
Adopted:**

All Meetings are Friday 08:00am:

January 13

February 10

March 10

April 14

May 12

June 9

July 14

August 11

September 8

October 13

November 17

December 8

ROUSH CPA PC

CERTIFIED PUBLIC ACCOUNTANT

December 1, 2022

To the Board of Directors
County of Orleans Industrial Development Agency, Inc. (COIDA)
Local Development Corporation (LDC)
Orleans Land Restoration Corporation (OLRC)
121 N. Main St., 2nd Fl
Albion, NY 14411

This letter is to confirm our understanding of the terms and objectives of our engagement and the nature and limitations of the services we will provide.

In addition to the services outlined below, we would be available to discuss and advise you regarding accounting, payroll tax and other related matters which may arise. Our policy is to not bill you for these consultations and phone calls. We prefer to encourage communication between ourselves and our clients, and would like you to feel comfortable in talking to us about an issue without having to be concerned with getting billed for it. Only if we engaged in a complex special project would you receive a separate billing.

We will provide for the year ending December 31, 2023, monthly accounting services which will consist of assisting the bookkeeper as needed with transactions, adjustments, bank and loan reconciliations and month end closings.

You are responsible for management decisions and functions, and for designating an individual with suitable skill, knowledge, or experience to oversee any services we provide. You are responsible for evaluating the adequacy and results of the services performed. You are responsible for establishing and maintaining internal controls, including monitoring ongoing activities.

Our engagement cannot be relied upon to detect errors, fraud, or illegal acts that may exist. However, we will inform you of any material errors that come to our attention and of any evidence or information that fraud may have occurred. I have no responsibility to identify and communicate significant deficiencies or material weaknesses in your internal control as part of this engagement.

P 585-798-0944

F 585-798-1039

534 Main St., Suite 2
S.A. Cook Bldg, 2nd Floor
Medina, NY 14103
www.roushcpapc.com

To the Board of Directors
County of Orleans Industrial Development Agency, Inc. (COIDA)
Loan Development Corporation (LDC)
Orleans Land Restoration Corporation (OLRC)
December 1, 2022
Page 2

My fee for these services:

COIDA: January through December 2023 will be billed at \$85 per month.
LDC: January through December 2023 will be billed at \$85 per month.
OLRC: January through December 2023 will be billed at \$25 per month.

Total fees for the year are expected to be \$2,340. Should the time incurred be more than expected, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

We assure you that your business and personal affairs will be held strictly confidential. We, as well as our staff, understand your desire and need for this. Confidentiality is one of the highest ethical standards for the accounting profession, and ours will be not breached.

We shall be pleased to discuss this letter with you at anytime. If the foregoing is in accordance with your understanding, please sign below in the space provided and return one (1) original to us in the enclosed envelope.

Sincerely,



Holly E. Roush, CPA
Roush CPA PC

Acknowledged:

Michael Dobell, CEO/CFO

Date