

Orleans County Local Development Corporation

121 North Main Street
Albion, NY 14411

Office: (585) 589-7060
Fax: (585) 589-5258

Agenda

Thursday December 7, 2023 at 8:30 AM

Updated: 011/28/23

- **Call OCLDC 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**
 - *October 5, 2023 (Electronic)-Motion*
- **Financials**
 - *Consider the acceptance of the monthly financials report for OCLDC - Motion*
- **Legal**-Kevin Zanner
- **Executive Session – If Required – Motion (Including invitees)**
 - *Close-Executive Session – Motion*
 - *Action on any matters from executive session – Motion*
- **Loans/Grants**
 - Matt -
- **Operations**
 - No Report -
- **Projects**
- **Old Business**
 - **Discuss open Board member seat**
- **New Business**
 - *Consider the 2024 meeting schedule for OCLDC – Motion*
 - *Consider the budget for 2024 – Motion*
 - *Consider EFPR group for Audit Services - Motion*
- **Motion to adjourn**



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

Business Banking Statement
November 30, 2023
 page 1 of 3

329681266741

4 13 T 908 00000 R EM AO
 ORLEANS COUNTY LOCAL DEVELOPMENT
 CORPORATION
 HUD UNRESTRICTED ACCOUNT
 121 NORTH MAIN STREET
 FLOOR 2
 ALBION NY 14411-1237

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

OLDC

*Enroll in Online Banking today at Key.com.
 Access your available accounts, transfer funds and view your transactions right from your PC.*

KeyBank Business Interest Checking ~~XXXXXXXXXX~~ 36741
 ORLEANS COUNTY LOCAL DEVELOPMENT
 CORPORATION
 HUD UNRESTRICTED ACCOUNT

Beginning balance 10-31-23	\$6,901.23
2 Additions	+13,706.94
5 Subtractions	-11,478.19
Interest paid	+0.09
Ending balance 11-30-23	\$9,130.07

Additions

Deposits	Date	Serial #	Source	
	11-3		Deposit Branch 0290 New York	\$11,073.19
	11-9		Deposit Branch 0290 New York	2,633.75
Total additions				\$13,706.94

Subtractions

*Paper Checks * check missing from sequence*

Check	Date	Amount	Check	Date	Amount	Check	Date	Amount
358	11-6	\$247.50	361	11-17	32.50	362	11-15	85.00
*360	11-1	40.00						

Paper Checks Paid \$405.00

Withdrawals	Date	Serial #	Location	
	11-10		Direct Withdrawal, KeyBank Auto Pymt	\$11,073.19
Total subtractions				\$11,478.19

Reconciled
 12/14/23
 Matt
 Holloway

329681266741

**Interest
earned**

Annual percentage yield (APY) earned	0.01%
Number of days this statement period	30
Interest paid 11-30-23	\$0.09
Interest earned this statement period	\$0.08
Interest paid year-to-date	\$1.77

Account messages

Important updates have been made to your Small Business Checking Account Fees and Disclosures.

Great news regarding your Small Business Checking Account. The following fees have been eliminated:

The Charge for Special Statement fee has changed from \$6.00 to \$0.00.

The Out-of-Cycle Statements fee has changed from \$7.50 to \$0.00.

The Charge for Counterchecks fee of \$1.00 has been eliminated.

Also, the Foreign Draft service is no longer available. If you have any questions, please call 1-888-KEY-4BIZ@ (1-888-539-4249). For clients using a TDD/TTY device, please call 1-800-539-8336.

8:33 AM
12/04/23

Orleans County Local Development Corporation
Reconciliation Summary
Checking Key Bank-HUD Unrest, Period Ending 11/30/2023

	<u>Nov 30, 23</u>
Beginning Balance	6,901.23
Cleared Transactions	
Checks and Payments - 6 Items	-11,478.19
Deposits and Credits - 3 Items	13,707.03
Total Cleared Transactions	<u>2,228.84</u>
Cleared Balance	<u>9,130.07</u>
Uncleared Transactions	
Checks and Payments - 1 Item	-15.00
Deposits and Credits - 2 Items	916.67
Total Uncleared Transactions	<u>901.67</u>
Register Balance as of 11/30/2023	<u>10,031.74</u>
Ending Balance	<u>10,031.74</u>

8:33 AM

12/04/23

Orleans County Local Development Corporation
Reconciliation Detail
Checking Key Bank-HUD Unrest, Period Ending 11/30/2023

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						6,901.23
Cleared Transactions						
Checks and Payments - 5 Items						
Check	11/01/2023	358	HurwitzFine, P.C.	X	-247.50	-247.50
Check	11/01/2023	360	Orleans County Clerk	X	-40.00	-287.50
Check	11/08/2023	362	Roush C.P.A. PC	X	-85.00	-372.50
Check	11/08/2023	361	GMS	X	-32.50	-405.00
Check	11/14/2023		Key Bank	X	-11,073.19	-11,478.19
Total Checks and Payments					-11,478.19	-11,478.19
Deposits and Credits - 3 Items						
Deposit	11/03/2023			X	11,073.19	11,073.19
Deposit	11/09/2023			X	2,633.75	13,706.94
Deposit	11/30/2023			X	0.09	13,707.03
Total Deposits and Credits					13,707.03	13,707.03
Total Cleared Transactions					2,228.84	2,228.84
Cleared Balance					2,228.84	9,130.07
Uncleared Transactions						
Checks and Payments - 1 Item						
Check	01/31/2023				-15.00	-15.00
Total Checks and Payments					-15.00	-15.00
Deposits and Credits - 2 Items						
Payment	04/21/2021	1123	Laura Loxley Vintag...		250.00	250.00
Payment	01/23/2023	0216	Gallo's Hauling		666.67	916.67
Total Deposits and Credits					916.67	916.67
Total Uncleared Transactions					901.67	901.67
Register Balance as of 11/30/2023					3,130.51	10,031.74
Ending Balance					3,130.51	10,031.74

11:24 AM

12/04/23

Accrual Basis

Orleans County Local Development Corporation
Balance Sheet Prev Year Comparison
As of November 30, 2023

	Nov 30, 23	Nov 30, 22	\$ Change	% Change
ASSETS				
Current Assets				
Checking/Savings				
Cash Account				
Checking Key Bank-HUD Unrest	10,031.74	13,863.95	-3,832.21	-27.6%
Cash Account - Other	-7,117.18	0.00	-7,117.18	-100.0%
Total Cash Account	2,914.56	13,863.95	-10,949.39	-79.0%
Five Star -Check-Non Intert 339	1.00	1.00	0.00	0.0%
HSBC Savings Acct High Interest	87,234.62	85,022.46	2,212.16	2.6%
Total Checking/Savings	90,150.18	98,887.41	-8,737.23	-8.8%
Accounts Receivable				
Accounts Receivable	-306.68	-255.46	-51.22	-20.1%
Grant Receivable	20,000.00	0.00	20,000.00	100.0%
Total Accounts Receivable	19,693.32	-255.46	19,948.78	7,809.0%
Other Current Assets				
Undeposited Funds	647.25	505.46	141.79	28.1%
Total Other Current Assets	647.25	505.46	141.79	28.1%
Total Current Assets	110,490.75	99,137.41	11,353.34	11.5%
Other Assets				
Due from HUD	43,011.56	-5,362.00	48,373.56	902.2%
Grant Transfer Account	-49.81	0.00	-49.81	-100.0%
Loan Rec. - ST				
Less Current Portion of L/R	-29,388.47	-27,370.17	-2,018.30	-7.4%
Loan Rec. - ST - Other	29,388.47	27,370.17	2,018.30	7.4%
Total Loan Rec. - ST	0.00	0.00	0.00	0.0%
Revolving Fund Rec-GOSC				
DC Hauling	2,333.52	9,333.48	-6,999.96	-75.0%
FastFitness for Women Inc. 2013	1,558.43	2,691.95	-1,133.52	-42.1%
Gallo's Hauling	3,999.82	10,666.52	-6,666.70	-62.5%
Laura Loxley Vintage Insp Goods	3,000.00	5,000.00	-2,000.00	-40.0%
Rachel & Rob's Wildwood Camp 08	15,669.58	21,735.10	-6,065.52	-27.9%
Shirt Factory Cafe	4,867.48	7,406.92	-2,539.44	-34.3%
Total Revolving Fund Rec-GOSC	31,428.83	56,833.97	-25,405.14	-44.7%
Total Other Assets	74,390.58	51,471.97	22,918.61	44.5%
TOTAL ASSETS	184,881.33	150,609.38	34,271.95	22.8%
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable				
Grants Payable	-3,940.08	0.00	-3,940.08	-100.0%
Total Accounts Payable	-3,940.08	0.00	-3,940.08	-100.0%
Other Current Liabilities				
Due to High Int Acct	36,531.56	-5,362.00	41,893.56	781.3%
Grant Payable	20,036.14	23,976.22	-3,940.08	-16.4%
Total Other Current Liabilities	56,567.70	18,614.22	37,953.48	203.9%
Total Current Liabilities	52,627.62	18,614.22	34,013.40	182.7%
Total Liabilities	52,627.62	18,614.22	34,013.40	182.7%
Equity				
Retained Earnings	153,646.24	160,245.02	-6,598.78	-4.1%
Net Income	-21,392.53	-28,249.86	6,857.33	24.3%
Total Equity	132,253.71	131,995.16	258.55	0.2%

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12/04/23

Accrual Basis

Orleans County Local Development Corporation
Balance Sheet Prev Year Comparison
As of November 30, 2023

	<u>Nov 30, 23</u>	<u>Nov 30, 22</u>	<u>\$ Change</u>	<u>% Change</u>
TOTAL LIABILITIES & EQUITY	<u>184,881.33</u>	<u>150,609.38</u>	<u>34,271.95</u>	<u>22.8%</u>

Orleans County Local Development Corporation
Profit & Loss Budget Performance
November 2023

	Nov 23	Budget	Jan - Nov 23	YTD Budget	Annual Budget
Ordinary Income/Expense					
Income					
Grants					
CDBG/GOSC	35,000.00		185,096.84		
Total Grants	<u>35,000.00</u>		<u>185,096.84</u>		
Interest Income					
Interest Income-Bank	0.09		127.02		
Total Interest Income	<u>0.09</u>		<u>127.02</u>		
Loan Penalty Income					
Professional Fees	0.00		-85.00		
Program Fees	0.00		730.00		
Loan Penalty Income - Other	0.00		48.33		
Total Loan Penalty Income	<u>0.00</u>		<u>693.33</u>		
Miscellaneous Income					
Program Fees	0.00		1,705.56		
Total Income	<u>35,000.09</u>		<u>188,002.75</u>		
Expense					
Bank Service Charges	0.00		140.00		
Grant Expense	11,073.19		176,722.42		
Miscellaneous	0.00		97.50		
Office Supplies	0.00		27.65		
Professional Fees					
Accounting	85.00		765.00		
Consulting	0.00		7,082.10		
Legal Fees	247.50		11,189.50		
Professional Fees - Other	80.00		6,790.00		
Total Professional Fees	<u>412.50</u>		<u>25,826.60</u>		
Program Expense	32.50		4,807.47		
Supplies					
Marketing	0.00		850.00		
Total Supplies	<u>0.00</u>		<u>850.00</u>		
Total Expense	<u>11,518.19</u>		<u>208,471.64</u>		
Net Ordinary Income	<u>23,481.90</u>		<u>-20,468.89</u>		
Net Income	<u><u>23,481.90</u></u>		<u><u>-20,468.89</u></u>		

11:27 AM

12/04/23

Accrual Basis

**Orleans County Local Development Corporation
Transaction Detail by Account
January through November 2023**

Type	Date	Num	Name	Memo	Class	Clr	Split	Amount	Balance
Cash Account									
Checking Key Bank-HUD Unrest									
Check	01/04/2023	312	Daniels Creative P...	Inv# 1089 ...		X	Marketing	-225.00	-225.00
Deposit	01/10/2023			Deposit		X	-SPLIT-	1,633.75	1,408.75
Check	01/11/2023	313	Roush C.P.A. PC	Accounting ...		X	Accounting	-86.00	1,323.75
Check	01/12/2023		Key Bank	Direct With...		X	Grant Expense	-20,036.14	-18,712.39
Check	01/18/2023	314	GMS	Inv 282308...		X	Program Exp...	-33.00	-18,745.39
Payment	01/23/2023	142	Fastfitness for Wo...			X	Accounts Rec...	141.69	-18,603.70
Payment	01/23/2023	0216	Gallo's Hauling			X	Accounts Rec...	666.67	-17,937.03
Check	01/25/2023	315	Orleans Economic...	Activity Log...		X	Consulting	-2,289.80	-20,226.63
Check	01/25/2023	316	HurwitzFine, P.C.	Inv# 20400...		X	Legal Fees	-1,267.50	-21,494.13
Check	01/31/2023			Service Cha...	HUD	X	Bank Service...	-16.00	-21,509.13
Check	01/31/2023			Service Cha...	HUD	X	Bank Service...	-15.00	-21,524.13
Deposit	01/31/2023			Interest	HUD	X	Interest Inco...	0.19	-21,523.94
Check	02/01/2023	317	HurwitzFine, P.C.	Inv# 20401...		X	Legal Fees	-654.00	-22,177.94
Check	02/08/2023	318	Roush C.P.A. PC	Accounting...		X	Accounting	-85.00	-22,262.94
Deposit	02/14/2023			Deposit		X	-SPLIT-	1,108.77	-21,154.17
Deposit	02/14/2023			Deposit		X	Due to High L...	35,000.00	13,845.83
Check	02/28/2023			Service Cha...	HUD	X	Bank Service...	-15.00	13,830.83
Deposit	02/28/2023			Interest	HUD	X	Interest Inco...	0.29	13,831.12
Check	03/01/2023	319	HurwitzFine, P.C.	Inv# 20413...		X	Legal Fees	-382.00	13,449.12
Check	03/08/2023	320	Roush C.P.A. PC	Accounting...		X	Accounting	-85.00	13,364.12
Check	03/08/2023	321	Daniels Creative P...	MAP Face...		X	Marketing	-200.00	13,164.12
General Journal	03/10/2023	CC U...		Auto CC De...	HUD	X	Grant Transfe...	-8.06	13,156.06
Deposit	03/11/2023			Deposit		X	-SPLIT-	967.08	14,123.14
Check	03/14/2023	To Pr...	Key Bank	Auto Debit fr...		X	Grant Expense	-35,000.00	-20,876.86
Payment	03/14/2023	0209	Gallo's Hauling			X	Accounts Rec...	666.67	-20,210.19
General Journal	03/14/2023	Loan ...		Payment for ...	HUD	X	Gallo's Hauling	-666.67	-20,876.86
Deposit	03/15/2023			Deposit		X	Program Fees	360.00	-20,526.86
Deposit	03/20/2023			Deposit		X	Loan Penalty ...	33.33	-20,493.53
Deposit	03/20/2023			Deposit		X	Gallo's Hauling	666.67	-19,826.86
Deposit	03/21/2023			Deposit		X	Program Fees	350.00	-19,476.86
Deposit	03/22/2023			Deposit		X	Program Fees	350.00	-19,126.86
Deposit	03/22/2023			Deposit		X	Program Fees	30.00	-19,096.86
Check	03/27/2023	322	HurwitzFine, P.C.	Inv# 20422...		X	Legal Fees	-1,777.00	-20,873.86
Check	03/29/2023	323	HurwitzFine, P.C.	Inv# 20422...		X	Legal Fees	-495.00	-21,368.86
Check	03/31/2023			Service Cha...	HUD	X	Bank Service...	-45.00	-21,413.86
Deposit	03/31/2023			Interest	HUD	X	Interest Inco...	0.21	-21,413.65
Deposit	04/03/2023			Deposit		X	Due to High L...	31,836.84	10,423.19
Deposit	04/03/2023			Deposit		X	Miscellaneous...	250.00	10,673.19
Deposit	04/05/2023			VOID: Deposit		X	Gallo's Hauling	0.00	10,673.19
Deposit	04/06/2023			Deposit		X	Program Fees	30.00	10,703.19
Deposit	04/05/2023			Deposit		X	Miscellaneous...	666.67	11,369.86
Check	04/10/2023	324	Dorothy Daniels	Instructor/M...		X	Program Exp...	-500.00	10,869.86
Check	04/12/2023	325	Roush C.P.A. PC	AccountIn...		X	Accounting	-85.00	10,784.86
Check	04/12/2023	326	Michelle Gallo	Instructor/...		X	Program Exp...	-200.00	10,584.86
Check	04/12/2023	327	The Harrison Studio	Inv GS#1 fr...		X	Consulting	-4,792.50	5,792.36
Deposit	04/12/2023			Deposit		X	-SPLIT-	717.08	6,509.44
Payment	04/14/2023	4165	DC Hauling	Loan Pmt no...		X	Accounts Rec...	2,916.85	9,426.09
Check	04/14/2023		Key Bank	Auto Debit o...		X	Grant Expense	-31,836.84	-22,410.75
Payment	04/19/2023		Gallo's Hauling			X	Accounts Rec...	666.67	-21,744.08
Check	04/24/2023	328	Michelle Gallo	Instructor/...		X	Program Exp...	-200.00	-21,944.08
Check	04/24/2023	330	ASAP Checks	Check order ...		X	Office Supplies	-27.85	-21,971.73
Check	04/26/2023	329	Dorothy Daniels	Instructor/...		X	Program Exp...	-500.00	-22,471.73
Deposit	04/26/2023			Deposit		X	Loan Penalty ...	15.00	-22,456.73
Deposit	04/30/2023			Interest	HUD	X	Interest Inco...	0.19	-22,456.54
Check	05/03/2023	331	Key Bank	Credit Card ...		X	Program Exp...	-118.88	-22,575.42
Check	05/03/2023	332	HurwitzFine, P.C.	Inv# 20436...		X	Legal Fees	-1,397.50	-23,972.92
Check	05/03/2023	333	HurwitzFine, P.C.	Inv# 20131...		X	Legal Fees	-495.00	-24,467.92
Check	05/03/2023	334	HurwitzFine, P.C.	Inv# 20435...		X	Legal Fees	-452.00	-24,919.92
Deposit	05/08/2023			Deposit		X	Due to High L...	3,182.93	-21,736.99
Check	05/10/2023	335	Dorothy Daniels	Independe...		X	Program Exp...	-500.00	-22,236.99
Deposit	05/10/2023			Deposit		X	-SPLIT-	1,800.41	-20,436.58
Check	05/12/2023	336	Daniels Creative P...	Inv# 7301 ...		X	Marketing	-200.00	-20,636.58
Check	05/12/2023		Key Bank	Auto Debit fr...		X	Grant Expense	-3,182.93	-23,819.51
Payment	05/16/2023		Gallo's Hauling	May Payme...		X	Accounts Rec...	666.67	-23,152.84
Check	05/24/2023	337	Dorothy Daniels	Independa...		X	Program Exp...	-500.00	-23,652.84
Deposit	05/31/2023			Interest	HUD	X	Interest Inco...	0.10	-23,652.74
Check	06/06/2023	338	Dorothy Daniels	Instructor/...		X	Program Exp...	-500.00	-24,152.74
Check	06/06/2023	339	Roush C.P.A. PC	Accounting ...		X	Accounting	-85.00	-24,237.74
Check	06/06/2023	340	GMS	Inv 288257...		X	Program Exp...	-456.00	-24,693.74
Deposit	06/06/2023			Deposit		X	Due to High L...	25,000.00	308.26
Deposit	06/13/2023			Deposit		X	-SPLIT-	1,550.41	1,856.67
Check	06/19/2023	341	Iced & Glazed LLC	Graduation...		X	Program Exp...	-160.00	1,706.67
Check	06/19/2023	342	Last Call Cocktail ...	INV0011 ic...		X	Program Exp...	-110.00	1,596.67
Check	06/19/2023	343	Deloris Mosher	Mugs for G...		X	Miscellaneous	-97.50	1,499.17
Check	06/28/2023	344	HurwitzFine, P.C.	Invoice 20...		X	Legal Fees	-292.50	1,206.67
Check	06/28/2023	345	EFPR Group LLP	Client # 710...		X	Professional ...	-4,000.00	-2,793.33

11:27 AM

12/04/23

Accrual Basis

Orleans County Local Development Corporation
Transaction Detail by Account
 January through November 2023

Type	Date	Num	Name	Memo	Class	Clr	Split	Amount	Balance
Deposit	06/30/2023			Interest	HUD	X	Interest Inco...	0.26	-2,793.07
Check	07/05/2023	346	Key Bank	DB CC u...		X	Program Exp...	-926.05	-3,719.12
Check	07/05/2023	347	Daniels Creative P...	For profes...		X	Marketing	-225.00	-3,944.12
Deposit	07/10/2023			Deposit		X	-SPLIT-	1,633.75	-2,310.37
Payment	07/10/2023		Gallo's Hauling	Loan Payme...		X	Accounts Rec...	666.67	-1,643.70
Check	07/12/2023	348	Roush C.P.A. PC	Accounti...		X	Accounting	-85.00	-1,728.70
Check	07/12/2023	349	Roush C.P.A. PC	Accounting s...		X	Accounting	-85.00	-1,813.70
General Journal	07/13/2023	Insuff...	Gallo's Hauling	Insufficien...	HUD	X	Gallo's Hauling	-666.67	-2,480.37
Check	07/14/2023		Key Bank	Autodebit...		X	Grant Expense	-25,057.88	-27,538.25
Payment	07/14/2023	4175	DC Hauling			X	Accounts Rec...	583.33	-26,954.92
Deposit	07/20/2023			Deposit		X	CDBG/GOSC	96.84	-26,858.08
Deposit	07/25/2023			Deposit		X	Due to High I...	35,000.00	8,141.92
Check	07/26/2023	350	HurwitzFine, P.C.	Invoice # ...		X	Legal Fees	-475.00	7,666.92
Check	07/26/2023	351	HurwitzFine, P.C.	Invoice #...		X	Legal Fees	-2,042.50	5,624.42
Deposit	07/31/2023			Interest	HUD	X	Interest Inco...	0.21	5,624.63
Check	08/02/2023	352	Key Bank	CC D Bla...		X	Program Exp...	-81.04	5,543.59
Deposit	08/10/2023			Deposit		X	-SPLIT-	1,583.79	7,127.38
Check	08/14/2023		Key Bank	Draw #5 ...		X	Grant Expense	-35,096.84	-27,969.46
Check	08/16/2023	353	Roush C.P.A. PC	Accoun...		X	Accounting	-85.00	-28,054.46
Deposit	08/22/2023			Deposit		X	Gallo's Hauling	666.67	-27,387.79
Check	08/30/2023	354	EFPR Group LLP	Audit of ...		X	Professional ...	-2,750.00	-30,137.79
Deposit	08/31/2023			Interest	HUD	X	Interest Inco...	0.14	-30,137.65
Deposit	09/13/2023			Deposit		X	-SPLIT-	1,442.10	-28,695.55
Check	09/27/2023	355	HurwitzFine, P.C.	Invoice 2...		X	Legal Fees	-747.50	-29,443.05
Check	09/27/2023	356	HurwitzFine, P.C.	Invoice 2...		X	Legal Fees	-464.50	-29,907.55
Check	09/30/2023			Service Cha...	HUD	X	Bank Service...	-15.00	-29,922.55
Deposit	09/30/2023			Interest	HUD	X	Interest Inco...	0.05	-29,922.50
Deposit	10/03/2023			Deposit		X	Miscellaneous...	761.42	-29,161.08
Deposit	10/10/2023			Deposit		X	-SPLIT-	1,442.10	-27,718.98
Check	10/12/2023		Key Bank	To move fu...		X	Grant Expense	-15,438.60	-43,157.58
Deposit	10/17/2023			Deposit		X	Due to High I...	15,438.60	-27,718.98
Deposit	10/17/2023			Deposit		X	Accounts Rec...	25.26	-27,693.72
Check	10/18/2023	357	Roush C.P.A. PC	Account...		X	Professional ...	-85.00	-27,778.72
Deposit	10/25/2023			Deposit		X	Accounts Rec...	25.86	-27,752.86
General Journal	10/31/2023	Insuff...	Orleans County Tr...	Reverse of ...		X	Professional ...	40.00	-27,712.86
Check	10/31/2023			Service Cha...	HUD	X	Bank Service...	-35.00	-27,747.86
Deposit	10/31/2023			Interest	HUD	X	Interest Inco...	0.04	-27,747.82
Check	11/01/2023	358	HurwitzFine, P.C.	#205049...		X	Legal Fees	-247.50	-27,995.32
Check	11/01/2023	359	Orleans County Tr...	VOID: Fe...		X	Professional ...	0.00	-27,995.32
General Journal	11/01/2023	Insuff...	Orleans County Tr...	For CHK 35...		X	Professional ...	-40.00	-28,035.32
Check	11/01/2023	360	Orleans County Cl...	UCC filing fo...		X	Professional ...	-40.00	-28,075.32
Deposit	11/03/2023			Deposit		X	Due to High I...	11,073.19	-17,002.13
Check	11/08/2023	361	GMS	293354 ...		X	Program Exp...	-32.60	-17,034.63
Check	11/08/2023	362	Roush C.P.A. PC	Account...		X	Accounting	-85.00	-17,119.63
Deposit	11/09/2023			Deposit		X	-SPLIT-	2,833.75	-14,485.88
Check	11/14/2023		Key Bank	Grant E...		X	Grant Expense	-11,073.19	-25,559.07
Deposit	11/30/2023			Interest	HUD	X	Interest Inco...	0.09	-25,558.98
Total Checking Key Bank-HUD Unrest								-25,558.98	-25,558.98
Cash Account - Other									
General Journal	01/01/2023	per a...	GOSC Grant				Grants Payable	-7,117.18	-7,117.18
Total Cash Account - Other								-7,117.18	-7,117.18
Total Cash Account								-32,676.16	-32,676.16
Five Star -Check-Non Intert 339									
Deposit	01/30/2023			Deposit		X	CDBG/GOSC	55,000.00	55,000.00
Check	01/30/2023	1078	365 Fitness LLC	Grant 857M...		X	CDBG/GOSC	-35,000.00	20,000.00
Check	01/30/2023	1079	Orleans County Lo...	Grant 857M...		X	CDBG/GOSC	-20,000.00	0.00
Deposit	02/24/2023			Deposit		X	CDBG/GOSC	35,000.00	35,000.00
Check	02/24/2023	1080	Orleans County Lo...	To Transfer ...		X	Due to High I...	-35,000.00	0.00
Deposit	04/24/2023			Deposit		X	CDBG/GOSC	35,000.00	35,000.00
Check	04/24/2023	1081	Orleans County Lo...	Grant 857M...		X	Due to High I...	-35,000.00	0.00
Check	06/26/2023		Orleans County Lo...	VOID: Mo...		X	Grant Transfe...	0.00	0.00
Deposit	06/26/2023			Deposit		X	CDBG/GOSC	25,000.00	25,000.00
Check	06/26/2023	1082	Orleans County Lo...	Moving fu...		X	Grant Expense	-25,000.00	0.00
Deposit	08/09/2023			Deposit		X	CDBG/GOSC	35,000.00	35,000.00
Check	08/09/2023	1083	Orleans County Lo...	Grant 85...		X	Due to High I...	-35,000.00	0.00
Deposit	11/28/2023			Deposit		X	CDBG/GOSC	35,000.00	35,000.00
Check	11/28/2023	1084	Orleans County Lo...	Grant 857M...		X	Due to High I...	-28,520.00	6,480.00
Check	11/28/2023	1085	L.D. Stevens Golf ...	Grant 85...		X	Due to High I...	-6,480.00	0.00
Total Five Star -Check-Non Intert 339								0.00	0.00

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Accrual Basis

Orleans County Local Development Corporation Transaction Detail by Account January through November 2023

Type	Date	Num	Name	Memo	Class	Clr	Split	Amount	Balance
HSBC Savings Acct High Interest									
Deposit	01/30/2023			Deposit		X	CDBG/GOSC	20,000.00	20,000.00
Deposit	01/31/2023			Interest	LDC	X	Interest Inco...	11.27	20,011.27
Check	02/08/2023		Orleans County Lo...	Grant 857M...		X	Due from HUD	-35,000.00	-14,988.73
Deposit	02/14/2023			Deposit		X	Miscellaneous...	8.06	-14,980.67
Deposit	02/24/2023			Deposit		X	Due from HUD	35,000.00	20,019.33
Deposit	02/28/2023			Interest	LDC	X	Interest Inco...	9.98	20,029.31
Deposit	03/29/2023			Deposit		X	Miscellaneous...	8.34	20,037.65
Deposit	03/29/2023			Deposit		X	Miscellaneous...	11.07	20,048.72
Deposit	03/31/2023			Interest	LDC	X	Interest Inco...	15.38	20,064.10
Check	04/03/2023		Orleans County Lo...	Grant 857M...		X	Due from HUD	-31,836.84	-11,772.74
Deposit	04/24/2023			Deposit		X	Due from HUD	35,000.00	23,227.26
Deposit	04/30/2023			Interest	LDC	X	Interest Inco...	9.61	23,236.77
Check	05/08/2023		Orleans County Lo...	Grant 857M...		X	Due from HUD	-3,182.93	20,053.84
Deposit	05/31/2023			Interest	LDC	X	Interest Inco...	14.58	20,068.42
Check	06/06/2023		Orleans County Lo...	To Move fun...		X	Due from HUD	-25,000.00	-4,931.68
Deposit	06/26/2023			Deposit		X	Grant Expense	25,000.00	20,068.42
Deposit	06/26/2023			Deposit		X	Grant Transfe...	57.87	20,126.29
Deposit	06/30/2023			Interest	LDC	X	Interest Inco...	12.19	20,138.48
Check	07/25/2023		Orleans County Lo...	Grant 857 M...		X	Due from HUD	-35,000.00	-14,861.52
Deposit	07/31/2023			Interest	LDC	X	Interest Inco...	12.19	-14,849.33
Deposit	08/09/2023			Deposit		X	Due from HUD	35,000.00	20,150.67
Deposit	08/31/2023			Interest	LDC	X	Interest Inco...	12.94	20,163.61
Deposit	09/30/2023			Interest	LDC	X	Interest Inco...	14.47	20,178.08
Check	10/17/2023		Orleans County Lo...	To mov...		X	Due from HUD	-15,438.60	4,739.48
Deposit	10/31/2023			Interest	LDC	X	Interest Inco...	12.74	4,752.22
Check	11/03/2023		Orleans County Lo...	To move ...		X	Due from HUD	-11,073.19	-6,320.97
Deposit	11/28/2023			Deposit		X	Due from HUD	28,520.00	22,199.03
Total HSBC Savings Acct High Interest								22,199.03	22,199.03
Accounts Receivable									
Invoice	01/01/2023	3616	DC Hauling		HUD		-SPLIT-	583.33	583.33
Invoice	01/01/2023	3652	Laura Loxley Vinta...		HUD		-SPLIT-	250.00	833.33
Invoice	01/01/2023	3653	Laura Loxley Vinta...		HUD		-SPLIT-	250.00	1,083.33
Invoice	01/01/2023	3692	Fastfitness for Wo...		HUD		-SPLIT-	141.69	1,225.02
Invoice	01/01/2023	3704	Gallo's Hauling		HUD		-SPLIT-	666.67	1,891.69
Invoice	01/01/2023	3716	Laura Loxley Vinta...		HUD		-SPLIT-	250.00	2,141.69
Invoice	01/01/2023	3728	Rachel & Rob's Wi...		HUD		-SPLIT-	505.46	2,647.15
Invoice	01/01/2023	3740	Shirt Factory Cafe		HUD		-SPLIT-	211.62	2,858.77
General Journal	01/01/2023	per a...	Toyz N Kandy	Reverse of ...			Miscellaneous...	-36.14	2,822.63
Invoice	01/02/2023	3680	DC Hauling		HUD		-SPLIT-	583.33	3,405.96
Payment	01/03/2023	7957	Rachel & Rob's Wi...				Undeposited ...	-505.46	2,900.50
Payment	01/09/2023	2792...	Shirt Factory Cafe				Undeposited ...	-211.62	2,688.88
Payment	01/09/2023	1003	Laura Loxley Vinta...				Undeposited ...	-250.00	2,438.88
Payment	01/10/2023	0204	Gallo's Hauling				Undeposited ...	-666.67	1,772.21
Payment	01/23/2023	142	Fastfitness for Wo...				Checking Key...	-141.69	1,630.52
Payment	01/23/2023	0216	Gallo's Hauling				Checking Key...	-666.67	963.85
Payment	01/24/2023	7962	Rachel & Rob's Wi...				Undeposited ...	-505.46	458.39
Invoice	02/01/2023	3681	DC Hauling		HUD		-SPLIT-	583.33	1,041.72
Invoice	02/01/2023	3693	Fastfitness for Wo...		HUD		-SPLIT-	141.69	1,183.41
Invoice	02/01/2023	3705	Gallo's Hauling		HUD		-SPLIT-	666.67	1,850.08
Invoice	02/01/2023	3717	Laura Loxley Vinta...		HUD		-SPLIT-	250.00	2,100.08
Invoice	02/01/2023	3729	Rachel & Rob's Wi...		HUD		-SPLIT-	505.46	2,605.54
Invoice	02/01/2023	3741	Shirt Factory Cafe		HUD		-SPLIT-	211.62	2,817.16
Payment	02/06/2023	2792...	Shirt Factory Cafe				Undeposited ...	-211.62	2,605.54
Payment	02/07/2023	1005	Laura Loxley Vinta...				Undeposited ...	-250.00	2,355.54
Payment	02/09/2023	145	Fastfitness for Wo...				Undeposited ...	-141.69	2,213.85
Payment	02/17/2023	7983	Rachel & Rob's Wi...				Undeposited ...	-505.46	1,708.39
Payment	02/27/2023	2792...	Shirt Factory Cafe				Undeposited ...	-211.62	1,496.77
Invoice	03/01/2023	3682	DC Hauling		HUD		-SPLIT-	583.33	2,080.10
Invoice	03/01/2023	3694	Fastfitness for Wo...		HUD		-SPLIT-	141.69	2,221.79
Invoice	03/01/2023	3706	Gallo's Hauling		HUD		-SPLIT-	666.67	2,888.46
Invoice	03/01/2023	3718	Laura Loxley Vinta...		HUD		-SPLIT-	250.00	3,138.46
Invoice	03/01/2023	3730	Rachel & Rob's Wi...		HUD		-SPLIT-	505.46	3,643.92
Invoice	03/01/2023	3742	Shirt Factory Cafe		HUD		-SPLIT-	211.62	3,855.54
Payment	03/07/2023	1009	Laura Loxley Vinta...				Undeposited ...	-250.00	3,605.54
Payment	03/14/2023	0209	Gallo's Hauling				Checking Key...	-666.67	2,938.87
Payment	03/20/2023	7999	Rachel & Rob's Wi...				Undeposited ...	-505.46	2,433.41
Invoice	04/01/2023	3683	DC Hauling		HUD		-SPLIT-	583.33	3,016.74
Invoice	04/01/2023	3695	Fastfitness for Wo...		HUD		-SPLIT-	141.69	3,158.43
Invoice	04/01/2023	3708	Gallo's Hauling		HUD		-SPLIT-	666.67	3,825.10
Invoice	04/01/2023	3719	Laura Loxley Vinta...		HUD		-SPLIT-	250.00	4,075.10
Invoice	04/01/2023	3731	Rachel & Rob's Wi...		HUD		-SPLIT-	505.46	4,580.56
Invoice	04/01/2023	3743	Shirt Factory Cafe		HUD		-SPLIT-	211.62	4,792.18
Payment	04/08/2023	2792...	Shirt Factory Cafe				Undeposited ...	-211.62	4,580.56
Payment	04/14/2023	4165	DC Hauling	Loan Pmt no...			Checking Key...	-2,916.85	1,663.91
Payment	04/14/2023	8008	Rachel & Rob's Wi...				Undeposited ...	-505.46	1,158.45
Payment	04/19/2023		Gallo's Hauling				Checking Key...	-666.67	491.78

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Accrual Basis

**Orleans County Local Development Corporation
Transaction Detail by Account
January through November 2023**

Type	Date	Num	Name	Memo	Class	Cir	Split	Amount	Balance
Payment	04/26/2023	1010 ...	Laura Loxley Vinta...	Payment for ...			Undeposited ...	-500.00	-8.22
Invoice	05/01/2023	3684	DC Hauling		HUD		-SPLIT-	583.33	575.11
Invoice	05/01/2023	3696	Fastfitness for Wo...		HUD		-SPLIT-	141.69	716.80
Invoice	05/01/2023	3707	Gallo's Hauling		HUD		-SPLIT-	666.67	1,383.47
Invoice	05/01/2023	3720	Laura Loxley Vinta...		HUD		-SPLIT-	250.00	1,633.47
Invoice	05/01/2023	3732	Rachel & Rob's Wi...		HUD		-SPLIT-	505.46	2,138.93
Invoice	05/01/2023	3744	Shirt Factory Cafe		HUD		-SPLIT-	211.62	2,360.55
Payment	05/08/2023	2792...	Shirt Factory Cafe				Undeposited ...	-211.62	2,138.93
Payment	05/08/2023	4170	DC Hauling				Undeposited ...	-583.33	1,555.60
Payment	05/15/2023	8037	Rachel & Rob's Wi...				Undeposited ...	-505.46	1,050.14
Payment	05/16/2023		Gallo's Hauling	May Payme...			Checking Key...	-666.67	383.47
Payment	05/31/2023	1015	Laura Loxley Vinta...				Undeposited ...	-250.00	133.47
Invoice	06/01/2023	3685	DC Hauling		HUD		-SPLIT-	683.33	716.80
Invoice	06/01/2023	3697	Fastfitness for Wo...		HUD		-SPLIT-	141.69	858.49
Invoice	06/01/2023	3709	Gallo's Hauling		HUD		-SPLIT-	666.67	1,525.16
Invoice	06/01/2023	3721	Laura Loxley Vinta...		HUD		-SPLIT-	250.00	1,775.16
Invoice	06/01/2023	3733	Rachel & Rob's Wi...		HUD		-SPLIT-	505.46	2,280.62
Invoice	06/01/2023	3745	Shirt Factory Cafe		HUD		-SPLIT-	211.62	2,492.24
Payment	06/08/2023	2792...	Shirt Factory Cafe				Undeposited ...	-211.62	2,280.62
Payment	06/08/2023	4174	DC Hauling				Undeposited ...	-583.33	1,697.29
Payment	06/13/2023	8054	Rachel & Rob's Wi...				Undeposited ...	-505.46	1,191.83
Payment	06/27/2023	1302	Gallo's Hauling				Undeposited ...	-666.67	525.16
Invoice	07/01/2023	3686	DC Hauling		HUD		-SPLIT-	583.33	1,108.49
Invoice	07/01/2023	3698	Fastfitness for Wo...		HUD		-SPLIT-	141.69	1,250.18
Invoice	07/01/2023	3710	Gallo's Hauling		HUD		-SPLIT-	666.67	1,916.85
Invoice	07/01/2023	3734	Rachel & Rob's Wi...		HUD		-SPLIT-	505.46	2,422.31
Invoice	07/01/2023	3746	Shirt Factory Cafe		HUD		-SPLIT-	211.62	2,633.93
Payment	07/10/2023	2882...	Shirt Factory Cafe				Undeposited ...	-211.62	2,422.31
Payment	07/10/2023	1019	Laura Loxley Vinta...				Undeposited ...	-250.00	2,172.31
Payment	07/10/2023	8093	Rachel & Rob's Wi...				Undeposited ...	-505.46	1,666.85
Payment	07/10/2023		Gallo's Hauling	Loan Payme...			Checking Key...	-666.67	1,000.18
Payment	07/14/2023	4175	DC Hauling				Checking Key...	-583.33	416.85
Invoice	08/01/2023	3687	DC Hauling		HUD		-SPLIT-	583.33	1,000.18
Invoice	08/01/2023	3711	Gallo's Hauling		HUD		-SPLIT-	666.67	1,666.85
Invoice	08/01/2023	3735	Rachel & Rob's Wi...		HUD		-SPLIT-	505.46	2,172.31
Invoice	08/01/2023	3747	Shirt Factory Cafe		HUD		-SPLIT-	211.62	2,383.93
Payment	08/03/2023	4186	DC Hauling				Undeposited ...	-583.33	1,800.60
Payment	08/07/2023	187	Fastfitness for Wo...				Undeposited ...	-283.38	1,517.22
Payment	08/07/2023	2882...	Shirt Factory Cafe				Undeposited ...	-211.62	1,305.60
Payment	08/10/2023	8126	Rachel & Rob's Wi...				Undeposited ...	-505.46	800.14
Invoice	09/01/2023	3688	DC Hauling		HUD		-SPLIT-	583.33	1,383.47
Invoice	09/01/2023	3712	Gallo's Hauling		HUD		-SPLIT-	666.67	2,050.14
Invoice	09/01/2023	3736	Rachel & Rob's Wi...		HUD		-SPLIT-	505.46	2,555.60
Invoice	09/01/2023	3748	Shirt Factory Cafe		HUD		-SPLIT-	211.62	2,767.22
Payment	09/07/2023	4191	DC Hauling	Principle...			Undeposited ...	-583.33	2,183.89
Payment	09/13/2023	192	Fastfitness for Wo...	May Pay...			Undeposited ...	-141.69	2,042.20
Payment	09/13/2023	2882...	Shirt Factory Cafe				Undeposited ...	-211.62	1,830.58
Payment	09/13/2023	8156	Rachel & Rob's Wi...				Undeposited ...	-505.46	1,325.12
Invoice	10/01/2023	3689	DC Hauling		HUD		-SPLIT-	583.33	1,908.45
Invoice	10/01/2023	3737	Rachel & Rob's Wi...		HUD		-SPLIT-	505.46	2,413.91
Invoice	10/01/2023	3749	Shirt Factory Cafe		HUD		-SPLIT-	211.62	2,625.53
Payment	10/10/2023	4193	DC Hauling				Undeposited ...	-583.33	2,042.20
Payment	10/10/2023	193	Fastfitness for Wo...	June pmt...			Undeposited ...	-141.69	1,900.51
Payment	10/10/2023	2882...	Shirt Factory Cafe				Undeposited ...	-211.62	1,688.89
Deposit	10/17/2023		Charlie Ricci Call ...	Overage ...	HUD		Checking Key...	-25.26	1,663.63
Deposit	10/25/2023		Leann Sample Lea...	Overage ...	HUD		Checking Key...	-25.86	1,637.77
Invoice	11/01/2023	3690	DC Hauling		HUD		-SPLIT-	583.33	2,221.10
Invoice	11/01/2023	3738	Rachel & Rob's Wi...		HUD		-SPLIT-	505.46	2,726.56
Invoice	11/01/2023	3750	Shirt Factory Cafe		HUD		-SPLIT-	211.62	2,938.18
Payment	11/09/2023	2882...	Shirt Factory Cafe				Undeposited ...	-211.62	2,726.56
Payment	11/09/2023	8181	Rachel & Rob's Wi...				Undeposited ...	-505.46	2,221.10
Payment	11/09/2023	4196	DC Hauling	Nov 2023...			Undeposited ...	-583.33	1,637.77
Payment	11/09/2023		Gallo's Hauling	August 2...			Undeposited ...	-666.67	971.10
Payment	11/09/2023		Gallo's Hauling	Septemb...			Undeposited ...	-666.67	304.43
Payment	11/13/2023	196	Fastfitness for Wo...	July Paymen...			Undeposited ...	-141.79	162.64
Payment	11/17/2023	8194	Rachel & Rob's Wi...	December 2...			Undeposited ...	-505.46	-342.82
Total Accounts Receivable								-342.82	-342.82

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Accrual Basis

Orleans County Local Development Corporation
Transaction Detail by Account
 January through November 2023

Type	Date	Num	Name	Memo	Class	Clr	Split	Amount	Balance
Undeposited Funds									
Payment	01/03/2023	7957	Rachel & Rob's Wi...			X	Accounts Rec...	505.46	505.46
Payment	01/09/2023	2792...	Shirt Factory Cafe			X	Accounts Rec...	211.62	717.08
Payment	01/09/2023	1003	Laura Loxley Vinta...			X	Accounts Rec...	260.00	967.08
Payment	01/10/2023	0204	Gallo's Hauling			X	Accounts Rec...	666.67	1,633.75
Deposit	01/10/2023	7957	Rachel & Rob's Wi...	Deposit		X	Checking Key...	-505.46	1,128.29
Deposit	01/10/2023	2792...	Shirt Factory Cafe	Deposit		X	Checking Key...	-211.62	916.67
Deposit	01/10/2023	1003	Laura Loxley Vinta...	Deposit		X	Checking Key...	-250.00	666.67
Deposit	01/10/2023	0204	Gallo's Hauling	Deposit		X	Checking Key...	-666.67	0.00
Payment	01/24/2023	7962	Rachel & Rob's Wi...			X	Accounts Rec...	505.46	505.46
Payment	02/06/2023	2792...	Shirt Factory Cafe			X	Accounts Rec...	211.62	717.08
Payment	02/07/2023	1005	Laura Loxley Vinta...			X	Accounts Rec...	250.00	967.08
Payment	02/09/2023	145	Fastfitness for Wo...			X	Accounts Rec...	141.69	1,108.77
Deposit	02/14/2023	7962	Rachel & Rob's Wi...	Deposit		X	Checking Key...	-505.46	603.31
Deposit	02/14/2023	2792...	Shirt Factory Cafe	Deposit		X	Checking Key...	-211.62	391.69
Deposit	02/14/2023	1005	Laura Loxley Vinta...	Deposit		X	Checking Key...	-250.00	141.69
Deposit	02/14/2023	145	Fastfitness for Wo...	Deposit		X	Checking Key...	-141.69	0.00
Payment	02/17/2023	7983	Rachel & Rob's Wi...			X	Accounts Rec...	505.46	505.46
Payment	02/27/2023	2792...	Shirt Factory Cafe			X	Accounts Rec...	211.62	717.08
Payment	03/07/2023	1009	Laura Loxley Vinta...			X	Accounts Rec...	250.00	967.08
Deposit	03/11/2023	7983	Rachel & Rob's Wi...	Deposit		X	Checking Key...	-505.46	461.62
Deposit	03/11/2023	2792...	Shirt Factory Cafe	Deposit		X	Checking Key...	-211.62	250.00
Deposit	03/11/2023	1009	Laura Loxley Vinta...	Deposit		X	Checking Key...	-250.00	0.00
Payment	03/20/2023	7999	Rachel & Rob's Wi...			X	Accounts Rec...	505.46	505.46
Payment	04/06/2023	2792...	Shirt Factory Cafe			X	Accounts Rec...	211.62	717.08
Deposit	04/12/2023	7999	Rachel & Rob's Wi...	Deposit		X	Checking Key...	-505.46	211.62
Deposit	04/12/2023	2792...	Shirt Factory Cafe	Deposit		X	Checking Key...	-211.62	0.00
Payment	04/14/2023	8008	Rachel & Rob's Wi...			X	Accounts Rec...	505.46	505.46
Payment	04/26/2023	1010 ...	Laura Loxley Vinta...	Payment for ...		X	Accounts Rec...	500.00	1,005.46
Payment	05/08/2023	2792...	Shirt Factory Cafe			X	Accounts Rec...	211.62	1,217.08
Payment	05/08/2023	4170	DC Hauling			X	Accounts Rec...	583.33	1,800.41
Deposit	05/10/2023	8008	Rachel & Rob's Wi...	Deposit		X	Checking Key...	-505.46	1,294.95
Deposit	05/10/2023	1010 ...	Laura Loxley Vinta...	Payment for ...		X	Checking Key...	-500.00	794.95
Deposit	05/10/2023	2792...	Shirt Factory Cafe	Deposit		X	Checking Key...	-211.62	583.33
Deposit	05/10/2023	4170	DC Hauling	Deposit		X	Checking Key...	-583.33	0.00
Payment	05/15/2023	8037	Rachel & Rob's Wi...			X	Accounts Rec...	505.46	505.46
Payment	05/31/2023	1015	Laura Loxley Vinta...			X	Accounts Rec...	250.00	755.46
Payment	06/08/2023	2792...	Shirt Factory Cafe			X	Accounts Rec...	211.62	967.08
Payment	06/08/2023	4174	DC Hauling			X	Accounts Rec...	583.33	1,550.41
Deposit	06/13/2023	8037	Rachel & Rob's Wi...	Deposit		X	Checking Key...	-505.46	1,044.95
Deposit	06/13/2023	1015	Laura Loxley Vinta...	Deposit		X	Checking Key...	-250.00	794.95
Deposit	06/13/2023	2792...	Shirt Factory Cafe	Deposit		X	Checking Key...	-211.62	583.33
Deposit	06/13/2023	4174	DC Hauling	Deposit		X	Checking Key...	-583.33	0.00
Payment	06/13/2023	8054	Rachel & Rob's Wi...			X	Accounts Rec...	505.46	505.46
Payment	06/27/2023	1302	Gallo's Hauling			X	Accounts Rec...	666.67	1,172.13
Payment	07/10/2023	2882...	Shirt Factory Cafe			X	Accounts Rec...	211.62	1,383.75
Payment	07/10/2023	1019	Laura Loxley Vinta...			X	Accounts Rec...	250.00	1,633.75
Deposit	07/10/2023	8054	Rachel & Rob's Wi...	Deposit		X	Checking Key...	-505.46	1,128.29
Deposit	07/10/2023	1302	Gallo's Hauling	Deposit		X	Checking Key...	-666.67	461.62
Deposit	07/10/2023	2882...	Shirt Factory Cafe	Deposit		X	Checking Key...	-211.62	250.00
Deposit	07/10/2023	1019	Laura Loxley Vinta...	Deposit		X	Checking Key...	-250.00	0.00
Payment	07/10/2023	8093	Rachel & Rob's Wi...			X	Accounts Rec...	505.46	505.46
Payment	08/03/2023	4186	DC Hauling			X	Accounts Rec...	583.33	1,088.79
Payment	08/07/2023	187	Fastfitness for Wo...			X	Accounts Rec...	283.38	1,372.17
Payment	08/07/2023	2882...	Shirt Factory Cafe			X	Accounts Rec...	211.62	1,583.79
Deposit	08/10/2023	8093	Rachel & Rob's Wi...	Deposit		X	Checking Key...	-505.46	1,078.33
Deposit	08/10/2023	4186	DC Hauling	Deposit		X	Checking Key...	-583.33	495.00
Deposit	08/10/2023	187	Fastfitness for Wo...	Deposit		X	Checking Key...	-283.38	211.62
Deposit	08/10/2023	2882...	Shirt Factory Cafe	Deposit		X	Checking Key...	-211.62	0.00
Payment	08/10/2023	8126	Rachel & Rob's Wi...			X	Accounts Rec...	505.46	505.46
Payment	09/07/2023	4191	DC Hauling	Principle...		X	Accounts Rec...	583.33	1,088.79
Payment	09/13/2023	2882...	Shirt Factory Cafe			X	Accounts Rec...	211.62	1,300.41
Payment	09/13/2023	192	Fastfitness for Wo...	May Pay...		X	Accounts Rec...	141.69	1,442.10
Deposit	09/13/2023	8126	Rachel & Rob's Wi...	Deposit		X	Checking Key...	-505.46	936.64
Deposit	09/13/2023	4191	DC Hauling	Principle...		X	Checking Key...	-583.33	353.31
Deposit	09/13/2023	2882...	Shirt Factory Cafe	Deposit		X	Checking Key...	-211.62	141.69
Deposit	09/13/2023	192	Fastfitness for Wo...	May Pay...		X	Checking Key...	-141.69	0.00
Payment	09/13/2023	8156	Rachel & Rob's Wi...			X	Accounts Rec...	505.46	505.46
Payment	10/10/2023	4193	DC Hauling			X	Accounts Rec...	583.33	1,088.79
Payment	10/10/2023	193	Fastfitness for Wo...	June pmt...		X	Accounts Rec...	141.69	1,230.48
Payment	10/10/2023	2882...	Shirt Factory Cafe			X	Accounts Rec...	211.62	1,442.10
Deposit	10/10/2023	8156	Rachel & Rob's Wi...	Deposit		X	Checking Key...	-505.46	936.64
Deposit	10/10/2023	4193	DC Hauling	Deposit		X	Checking Key...	-583.33	353.31
Deposit	10/10/2023	193	Fastfitness for Wo...	June pmt...		X	Checking Key...	-141.69	211.62
Deposit	10/10/2023	2882...	Shirt Factory Cafe	Deposit		X	Checking Key...	-211.62	0.00
Payment	11/09/2023	2882...	Shirt Factory Cafe			X	Accounts Rec...	211.62	211.62
Payment	11/09/2023	8181	Rachel & Rob's Wi...			X	Accounts Rec...	505.46	717.08
Payment	11/09/2023	4196	DC Hauling	Nov 2023...		X	Accounts Rec...	583.33	1,300.41

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Accrual Basis

**Orleans County Local Development Corporation
Transaction Detail by Account
January through November 2023**

Type	Date	Num	Name	Memo	Class	Clr	Split	Amount	Balance
Payment	11/09/2023		Gallo's Hauling	August 2...		X	Accounts Rec...	666.67	1,967.08
Payment	11/09/2023		Gallo's Hauling	Septemb...		X	Accounts Rec...	666.67	2,633.75
Deposit	11/09/2023		Gallo's Hauling	August 2...		X	Checking Key...	-666.67	1,967.08
Deposit	11/09/2023		Gallo's Hauling	Septemb...		X	Checking Key...	-666.67	1,300.41
Deposit	11/09/2023	2882...	Shirt Factory Cafe	Deposit		X	Checking Key...	-211.62	1,088.79
Deposit	11/09/2023	8181	Rachel & Rob's Wi...	Deposit		X	Checking Key...	-505.46	583.33
Deposit	11/09/2023	4196	DC Hauling	Nov 2023...		X	Checking Key...	-583.33	0.00
Payment	11/13/2023	196	Fastfitness for Wo...	July Paymen...			Accounts Rec...	141.79	141.79
Payment	11/17/2023	6194	Rachel & Rob's Wi...	December 2...			Accounts Rec...	505.46	647.25
Total Undeposited Funds								647.25	647.25
Due from HUD									
Check	02/08/2023		Orleans County Lo...	Grant 857M...	LDC		HSBC Saving...	35,000.00	35,000.00
Deposit	02/24/2023	1080	Orleans County Lo...	To Transfer ...	LDC		HSBC Saving...	-35,000.00	0.00
Check	04/03/2023		Orleans County Lo...	Grant 857M...	LDC		HSBC Saving...	31,836.84	31,836.84
Deposit	04/24/2023	1081	Orleans County Lo...	Grant 857M...	LDC		HSBC Saving...	-35,000.00	-3,163.16
Check	05/08/2023		Orleans County Lo...	rant 857ME5...	LDC		HSBC Saving...	3,182.93	19.77
Check	06/06/2023		Orleans County Lo...	To Move fun...	LDC		HSBC Saving...	25,000.00	25,019.77
Check	07/25/2023		Orleans County Lo...	Grant 857 M...	LDC		HSBC Saving...	35,000.00	60,019.77
Deposit	08/09/2023	1083	Orleans County Lo...	Grant 857 M...	LDC		HSBC Saving...	-35,000.00	25,019.77
Check	10/17/2023		Orleans County Lo...	To move fun...	LDC		HSBC Saving...	15,438.60	40,458.37
Check	11/03/2023		Orleans County Lo...	To move fun...	LDC		HSBC Saving...	11,073.19	51,531.56
Deposit	11/28/2023	1084	Orleans County Tr...	Grant 85...	LDC		HSBC Saving...	-28,520.00	23,011.56
Total Due from HUD								23,011.56	23,011.56
Grant Transfer Account									
General Journal	03/10/2023	CC U...		Auto CC De...	HUD		Checking Key...	8.06	8.06
Check	06/26/2023		Orleans County Lo...	Moving fund...	LDC	X	Five Star -Ch...	0.00	8.06
Deposit	06/26/2023		MISC VENDOR	Overage o...	LDC		HSBC Saving...	-57.87	-49.81
Total Grant Transfer Account								-49.81	-49.81
Revolving Fund Rec-GOSC									
DC Hauling									
Invoice	01/01/2023	3616	DC Hauling	Principle Pa...	HUD		Accounts Rec...	-583.33	-583.33
Invoice	01/02/2023	3680	DC Hauling	Principle Pa...	HUD		Accounts Rec...	-583.33	-1,166.66
Invoice	02/01/2023	3681	DC Hauling	Principle Pa...	HUD		Accounts Rec...	-583.33	-1,749.99
Invoice	03/01/2023	3682	DC Hauling	Principle Pa...	HUD		Accounts Rec...	-583.33	-2,333.32
Invoice	04/01/2023	3683	DC Hauling	Principle Pa...	HUD		Accounts Rec...	-583.33	-2,916.65
Invoice	05/01/2023	3684	DC Hauling	Principle Pa...	HUD		Accounts Rec...	-583.33	-3,499.98
Invoice	06/01/2023	3685	DC Hauling	Principle Pa...	HUD		Accounts Rec...	-583.33	-4,083.31
Invoice	07/01/2023	3686	DC Hauling	Principle Pa...	HUD		Accounts Rec...	-583.33	-4,666.64
Invoice	08/01/2023	3687	DC Hauling	Principle Pa...	HUD		Accounts Rec...	-583.33	-5,249.97
Invoice	09/01/2023	3688	DC Hauling	Principle Pa...	HUD		Accounts Rec...	-583.33	-5,833.30
Invoice	10/01/2023	3689	DC Hauling	Principle Pa...	HUD		Accounts Rec...	-583.33	-6,416.63
Invoice	11/01/2023	3690	DC Hauling	Principle Pa...	HUD		Accounts Rec...	-583.33	-6,999.96
Total DC Hauling								-6,999.96	-6,999.96
FastFitness for Women Inc. 2013									
Invoice	01/01/2023	3692	Fastfitness for Wo...	Principle Pa...	HUD		Accounts Rec...	-141.69	-141.69
Invoice	02/01/2023	3693	Fastfitness for Wo...	Principle Pa...	HUD		Accounts Rec...	-141.69	-283.38
Invoice	03/01/2023	3694	Fastfitness for Wo...	Principle Pa...	HUD		Accounts Rec...	-141.69	-425.07
Invoice	04/01/2023	3695	Fastfitness for Wo...	Principle Pa...	HUD		Accounts Rec...	-141.69	-566.76
Invoice	05/01/2023	3696	Fastfitness for Wo...	Principle Pa...	HUD		Accounts Rec...	-141.69	-708.45
Invoice	06/01/2023	3697	Fastfitness for Wo...	Principle Pa...	HUD		Accounts Rec...	-141.69	-850.14
Invoice	07/01/2023	3698	Fastfitness for Wo...	Principle Pa...	HUD		Accounts Rec...	-141.69	-991.83
Total FastFitness for Women Inc. 2013								-991.83	-991.83
Gallo's Hauling									
Invoice	01/01/2023	3704	Gallo's Hauling	Principle Pa...	HUD		Accounts Rec...	-666.67	-666.67
Invoice	02/01/2023	3705	Gallo's Hauling	Principle Pa...	HUD		Accounts Rec...	-666.67	-1,333.34
Invoice	03/01/2023	3706	Gallo's Hauling	Principle Pa...	HUD		Accounts Rec...	-666.67	-2,000.01
General Journal	03/14/2023	Loan ...		Payment for ...	HUD		Checking Key...	666.67	-1,333.34
Deposit	03/20/2023		Gallo's Hauling	Insufficient F...	HUD		Checking Key...	-666.67	-2,000.01
Invoice	04/01/2023	3708	Gallo's Hauling	Principle Pa...	HUD		Accounts Rec...	-666.67	-2,666.68
Deposit	04/05/2023		Gallo's Hauling	Insufficient F...	HUD	X	Checking Key...	0.00	-2,666.68
Invoice	05/01/2023	3707	Gallo's Hauling	Principle Pa...	HUD		Accounts Rec...	-666.67	-3,333.35
Invoice	06/01/2023	3709	Gallo's Hauling	Principle Pa...	HUD		Accounts Rec...	-666.67	-4,000.02
Invoice	07/01/2023	3710	Gallo's Hauling	Principle Pa...	HUD		Accounts Rec...	-666.67	-4,666.69
General Journal	07/13/2023	Insuff...	Gallo's Hauling	Insuffici...	HUD		Checking Key...	666.67	-4,000.02
Invoice	08/01/2023	3711	Gallo's Hauling	Principle Pa...	HUD		Accounts Rec...	-666.67	-4,666.69
Deposit	08/22/2023		Gallo's Hauling	Deposit for...	HUD		Checking Key...	-666.67	-5,333.36
Invoice	09/01/2023	3712	Gallo's Hauling	Principle Pa...	HUD		Accounts Rec...	-666.67	-6,000.03
Total Gallo's Hauling								-6,000.03	-6,000.03

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Accrual Basis

**Orleans County Local Development Corporation
Transaction Detail by Account
January through November 2023**

Type	Date	Num	Name	Memo	Class	Clr	Split	Amount	Balance
Laura Loxley Vintage Insp Goods									
Invoice	01/01/2023	3652	Laura Loxley Vinta...	Principle Pa...	HUD		Accounts Rec...	-250.00	-250.00
Invoice	01/01/2023	3653	Laura Loxley Vinta...	Principle Pa...	HUD		Accounts Rec...	-250.00	-500.00
Invoice	01/01/2023	3716	Laura Loxley Vinta...	Principle Pa...	HUD		Accounts Rec...	-250.00	-750.00
Invoice	02/01/2023	3717	Laura Loxley Vinta...	Principle Pa...	HUD		Accounts Rec...	-250.00	-1,000.00
Invoice	03/01/2023	3718	Laura Loxley Vinta...	Principle Pa...	HUD		Accounts Rec...	-250.00	-1,250.00
Invoice	04/01/2023	3719	Laura Loxley Vinta...	Principle Pa...	HUD		Accounts Rec...	-250.00	-1,500.00
Invoice	05/01/2023	3720	Laura Loxley Vinta...	Principle Pa...	HUD		Accounts Rec...	-250.00	-1,750.00
Invoice	06/01/2023	3721	Laura Loxley Vinta...	Principle Pa...	HUD		Accounts Rec...	-250.00	-2,000.00
Total Laura Loxley Vintage Insp Goods								-2,000.00	-2,000.00
Rachel & Rob's Wildwood Camp 08									
Invoice	01/01/2023	3728	Rachel & Rob's Wi...	Principle Pa...	HUD		Accounts Rec...	-505.46	-505.46
Invoice	02/01/2023	3729	Rachel & Rob's Wi...	Principle Pa...	HUD		Accounts Rec...	-505.46	-1,010.92
Invoice	03/01/2023	3730	Rachel & Rob's Wi...	Principle Pa...	HUD		Accounts Rec...	-505.46	-1,516.38
Invoice	04/01/2023	3731	Rachel & Rob's Wi...	Principle Pa...	HUD		Accounts Rec...	-505.46	-2,021.84
Invoice	05/01/2023	3732	Rachel & Rob's Wi...	Principle Pa...	HUD		Accounts Rec...	-505.46	-2,527.30
Invoice	06/01/2023	3733	Rachel & Rob's Wi...	Principle Pa...	HUD		Accounts Rec...	-505.46	-3,032.76
Invoice	07/01/2023	3734	Rachel & Rob's Wi...	Principle Pa...	HUD		Accounts Rec...	-505.46	-3,538.22
Invoice	08/01/2023	3735	Rachel & Rob's Wi...	Principle Pa...	HUD		Accounts Rec...	-505.46	-4,043.68
Invoice	09/01/2023	3736	Rachel & Rob's Wi...	Principle Pa...	HUD		Accounts Rec...	-505.46	-4,549.14
Invoice	10/01/2023	3737	Rachel & Rob's Wi...	Principle Pa...	HUD		Accounts Rec...	-505.46	-5,054.60
Invoice	11/01/2023	3738	Rachel & Rob's Wi...	Principle Pa...	HUD		Accounts Rec...	-505.46	-5,560.06
Total Rachel & Rob's Wildwood Camp 08								-5,560.06	-5,560.06
Shirt Factory Cafe									
Invoice	01/01/2023	3740	Shirt Factory Cafe	Principle Pa...	HUD		Accounts Rec...	-211.62	-211.62
Invoice	02/01/2023	3741	Shirt Factory Cafe	Principle Pa...	HUD		Accounts Rec...	-211.62	-423.24
Invoice	03/01/2023	3742	Shirt Factory Cafe	Principle Pa...	HUD		Accounts Rec...	-211.62	-634.86
Invoice	04/01/2023	3743	Shirt Factory Cafe	Principle Pa...	HUD		Accounts Rec...	-211.62	-846.48
Invoice	05/01/2023	3744	Shirt Factory Cafe	Principle Pa...	HUD		Accounts Rec...	-211.62	-1,058.10
Invoice	06/01/2023	3745	Shirt Factory Cafe	Principle Pa...	HUD		Accounts Rec...	-211.62	-1,269.72
Invoice	07/01/2023	3746	Shirt Factory Cafe	Principle Pa...	HUD		Accounts Rec...	-211.62	-1,481.34
Invoice	08/01/2023	3747	Shirt Factory Cafe	Principle Pa...	HUD		Accounts Rec...	-211.62	-1,692.96
Invoice	09/01/2023	3748	Shirt Factory Cafe	Principle Pa...	HUD		Accounts Rec...	-211.62	-1,904.58
Invoice	10/01/2023	3749	Shirt Factory Cafe	Principle Pa...	HUD		Accounts Rec...	-211.62	-2,116.20
Invoice	11/01/2023	3750	Shirt Factory Cafe	Principle Pa...	HUD		Accounts Rec...	-211.62	-2,327.82
Total Shirt Factory Cafe								-2,327.82	-2,327.82
Total Revolving Fund Rec-GOSC								-23,879.70	-23,879.70
Accounts Payable									
Credit	01/02/2023		Orleans Economic...				Consulting	2,289.60	2,289.60
Total Accounts Payable								2,289.60	2,289.60
Grants Payable									
General Journal	01/01/2023	per a...	GOSC Grant				-SPLIT-	3,940.08	3,940.08
Total Grants Payable								3,940.08	3,940.08
Due to High Int Acct									
Deposit	02/14/2023	1200...	Orleans County Lo...	Grant 857M...	HUD		Checking Key...	-35,000.00	-35,000.00
Check	02/24/2023	1080	Orleans County Lo...	To Transfer ...	LDC		Five Star -Ch...	35,000.00	0.00
Deposit	04/03/2023	0612	Orleans County Lo...	Grant 857M...	LDC		Checking Key...	-31,836.84	-31,836.84
Check	04/24/2023	1081	Orleans County Lo...	Grant 857M...	LDC		Five Star -Ch...	35,000.00	3,163.16
Deposit	05/08/2023	0608	Orleans County Lo...	Grant 857ME5...	HUD		Checking Key...	-3,182.93	-19.77
Deposit	06/06/2023	0609	Orleans County Lo...	To Move fun...	HUD		Checking Key...	-25,000.00	-25,019.77
Deposit	07/25/2023	0610	Orleans County Lo...	Grant 857 M...	HUD		Checking Key...	-35,000.00	-60,019.77
Check	08/09/2023	1083	Orleans County Lo...	Grant 857 M...	LDC		Five Star -Ch...	35,000.00	-25,019.77
Deposit	10/17/2023	1225...	Orleans County Lo...	To move fun...	HUD		Checking Key...	-16,438.60	-40,458.37
Deposit	11/03/2023	1227...	Orleans County Lo...	Move fun...	HUD		Checking Key...	-11,073.19	-51,531.56
Check	11/28/2023	1084	Orleans County Lo...	Grant 857M...	LDC		Five Star -Ch...	28,520.00	-23,011.56
Check	11/28/2023	1085	L.D. Stevens Golf ...	Grant 857 ...	LDC		Five Star -Ch...	6,480.00	-16,531.56
Total Due to High Int Acct								-16,531.56	-16,531.56

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Accrual Basis

**Orleans County Local Development Corporation
Transaction Detail by Account
January through November 2023**

Type	Date	Num	Name	Memo	Class	Clr	Split	Amount	Balance
Grants									
CDBG/GOSC									
General Journal	01/01/2023	per a...	GOSC Grant				Grants Payable	34.26	34.26
Deposit	01/30/2023		Orleans County Tr...	Grant 857M...	HUD		Five Star -Ch...	-55,000.00	-54,965.74
Check	01/30/2023	1078	365 Fitness LLC	Grant 857M...	LDC		Five Star -Ch...	35,000.00	-19,965.74
Check	01/30/2023	1079	Orleans County Lo...	Grant 857M...	LDC		Five Star -Ch...	20,000.00	34.26
Deposit	01/30/2023	1079	Orleans County Tr...	Grant 857M...	LDC		HSBC Saving...	-20,000.00	-19,965.74
Deposit	02/24/2023		Orleans County Tr...	Grant 857M...	LDC		Five Star -Ch...	-35,000.00	-54,965.74
Deposit	04/24/2023		Orleans County Tr...	Grant 857M...	LDC		Five Star -Ch...	-35,000.00	-89,965.74
Deposit	06/26/2023	1082	Orleans County Lo...	Moving fund...	LDC		Five Star -Ch...	-25,000.00	-114,965.74
Deposit	07/20/2023	1307	Dubby's Wood Fired	Grant 857M...	HUD		Checking Key...	-96.84	-115,062.58
Deposit	08/09/2023		CDBG	Grant 85...	LDC		Five Star -Ch...	-35,000.00	-150,062.58
Deposit	11/28/2023		Orleans County Tr...	Grant 85...	LDC		Five Star -Ch...	-35,000.00	-185,062.58
Total CDBG/GOSC								-185,062.58	-185,062.58
Total Grants								-185,062.58	-185,062.58
Interest Income									
Interest Income-Bank									
Deposit	01/31/2023			Interest	LDC		HSBC Saving...	-11.27	-11.27
Deposit	01/31/2023			Interest	HUD		Checking Key...	-0.19	-11.46
Deposit	02/28/2023			Interest	LDC		HSBC Saving...	-9.98	-21.44
Deposit	02/28/2023			Interest	HUD		Checking Key...	-0.29	-21.73
Deposit	03/31/2023			Interest	HUD		Checking Key...	-0.21	-21.94
Deposit	03/31/2023			Interest	LDC		HSBC Saving...	-15.38	-37.32
Deposit	04/30/2023			Interest	HUD		Checking Key...	-0.19	-37.51
Deposit	04/30/2023			Interest	LDC		HSBC Saving...	-9.51	-47.02
Deposit	05/31/2023			Interest	HUD		Checking Key...	-0.10	-47.12
Deposit	05/31/2023			Interest	LDC		HSBC Saving...	-14.58	-61.70
Deposit	06/30/2023			Interest	HUD		Checking Key...	-0.28	-61.98
Deposit	06/30/2023			Interest	LDC		HSBC Saving...	-12.19	-74.15
Deposit	07/31/2023			Interest	HUD		Checking Key...	-0.21	-74.36
Deposit	07/31/2023			Interest	LDC		HSBC Saving...	-12.19	-86.55
Deposit	08/31/2023			Interest	HUD		Checking Key...	-0.14	-86.69
Deposit	08/31/2023			Interest	LDC		HSBC Saving...	-12.94	-99.63
Deposit	09/30/2023			Interest	HUD		Checking Key...	-0.05	-99.68
Deposit	09/30/2023			Interest	LDC		HSBC Saving...	-14.47	-114.15
Deposit	10/31/2023			Interest	HUD		Checking Key...	-0.04	-114.19
Deposit	10/31/2023			Interest	LDC		HSBC Saving...	-12.74	-126.93
Deposit	11/30/2023			Interest	HUD		Checking Key...	-0.09	-127.02
Total Interest Income-Bank								-127.02	-127.02
Total Interest Income								-127.02	-127.02
Loan Penalty Income									
Professional Fees									
Check	10/18/2023	357	Roush C.P.A. PC	Accounting s...	HUD		Checking Key...	85.00	85.00
Total Professional Fees								85.00	85.00
Program Fees									
Deposit	03/15/2023	1525	MISC VENDOR	Fee for Terr...	HUD		Checking Key...	-350.00	-350.00
Deposit	03/21/2023	128	MISC VENDOR	Spring MAP ...	HUD		Checking Key...	-350.00	-700.00
Deposit	04/05/2023		MISC VENDOR	Spring MAP ...	HUD		Checking Key...	-30.00	-730.00
Total Program Fees								-730.00	-730.00
Loan Penalty Income - Other									
Deposit	03/20/2023		Gallo's Hauling	Fee for Insuf...	HUD		Checking Key...	-33.33	-33.33
Deposit	04/26/2023	1012	Laura Loxley Vinta...	Insufficient F...	HUD		Checking Key...	-15.00	-48.33
Total Loan Penalty Income - Other								-48.33	-48.33
Total Loan Penalty Income								-693.33	-693.33
Miscellaneous Income									
General Journal	01/01/2023	per a...	Toyz N Kandy	Toys N Kan...			Accounts Rec...	36.14	36.14
General Journal	01/01/2023	per a...	GOSC Grant				Grants Payable	-34.26	1.88
Deposit	02/14/2023		MISC VENDOR	Grant 857M...	LDC		HSBC Saving...	-8.06	-6.18
Deposit	03/29/2023		MISC VENDOR	Grant 857M...	LDC		HSBC Saving...	-8.34	-14.52
Deposit	03/29/2023	112	MISC VENDOR	Grant 857M...	LDC		HSBC Saving...	-11.07	-25.59
Deposit	04/03/2023		Laura Loxley Vinta...	Insufficient F...	HUD		Checking Key...	-250.00	-275.59
Deposit	04/05/2023	0209	Gallo's Hauling	Loan Repay...	HUD		Checking Key...	-666.67	-942.26
Deposit	10/03/2023		Key Bank	Keybank ...			Checking Key...	-761.42	-1,703.68
Total Miscellaneous Income								-1,703.68	-1,703.68
Program Fees									
Deposit	03/22/2023	4892	MISC VENDOR	Spring MAP ...	HUD		Checking Key...	-350.00	-350.00
Deposit	03/22/2023		MISC VENDOR	\$30 copay fr...	HUD		Checking Key...	-30.00	-380.00
Total Program Fees								-380.00	-380.00

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Accrual Basis

Orleans County Local Development Corporation
Transaction Detail by Account
 January through November 2023

Type	Date	Num	Name	Memo	Class	Clr	Split	Amount	Balance
RLF Income-HUD									
Unrestricted									
Invoice	01/01/2023	3616	DC Hauling	RLF Loan In...	HUD		Accounts Rec...	0.00	0.00
Invoice	01/01/2023	3652	Laura Loxley Vinta...	RLF Loan In...	HUD		Accounts Rec...	0.00	0.00
Invoice	01/01/2023	3653	Laura Loxley Vinta...	RLF Loan In...	HUD		Accounts Rec...	0.00	0.00
Invoice	01/01/2023	3692	Fastfitness for Wo...	RLF Loan In...	HUD		Accounts Rec...	0.00	0.00
Invoice	01/01/2023	3704	Gallo's Hauling	RLF Loan In...	HUD		Accounts Rec...	0.00	0.00
Invoice	01/01/2023	3716	Laura Loxley Vinta...	RLF Loan In...	HUD		Accounts Rec...	0.00	0.00
Invoice	01/01/2023	3728	Rachel & Rob's Wi...	RLF Loan In...	HUD		Accounts Rec...	0.00	0.00
Invoice	01/01/2023	3740	Shirt Factory Cafe	RLF Loan In...	HUD		Accounts Rec...	0.00	0.00
Invoice	01/02/2023	3680	DC Hauling	RLF Loan In...	HUD		Accounts Rec...	0.00	0.00
Invoice	02/01/2023	3681	DC Hauling	RLF Loan In...	HUD		Accounts Rec...	0.00	0.00
Invoice	02/01/2023	3693	Fastfitness for Wo...	RLF Loan In...	HUD		Accounts Rec...	0.00	0.00
Invoice	02/01/2023	3705	Gallo's Hauling	RLF Loan In...	HUD		Accounts Rec...	0.00	0.00
Invoice	02/01/2023	3717	Laura Loxley Vinta...	RLF Loan In...	HUD		Accounts Rec...	0.00	0.00
Invoice	02/01/2023	3729	Rachel & Rob's Wi...	RLF Loan In...	HUD		Accounts Rec...	0.00	0.00
Invoice	02/01/2023	3741	Shirt Factory Cafe	RLF Loan In...	HUD		Accounts Rec...	0.00	0.00
Invoice	03/01/2023	3682	DC Hauling	RLF Loan In...	HUD		Accounts Rec...	0.00	0.00
Invoice	03/01/2023	3694	Fastfitness for Wo...	RLF Loan In...	HUD		Accounts Rec...	0.00	0.00
Invoice	03/01/2023	3706	Gallo's Hauling	RLF Loan In...	HUD		Accounts Rec...	0.00	0.00
Invoice	03/01/2023	3718	Laura Loxley Vinta...	RLF Loan In...	HUD		Accounts Rec...	0.00	0.00
Invoice	03/01/2023	3730	Rachel & Rob's Wi...	RLF Loan In...	HUD		Accounts Rec...	0.00	0.00
Invoice	03/01/2023	3742	Shirt Factory Cafe	RLF Loan In...	HUD		Accounts Rec...	0.00	0.00
Invoice	04/01/2023	3683	DC Hauling	RLF Loan In...	HUD		Accounts Rec...	0.00	0.00
Invoice	04/01/2023	3695	Fastfitness for Wo...	RLF Loan In...	HUD		Accounts Rec...	0.00	0.00
Invoice	04/01/2023	3708	Gallo's Hauling	RLF Loan In...	HUD		Accounts Rec...	0.00	0.00
Invoice	04/01/2023	3719	Laura Loxley Vinta...	RLF Loan In...	HUD		Accounts Rec...	0.00	0.00
Invoice	04/01/2023	3731	Rachel & Rob's Wi...	RLF Loan In...	HUD		Accounts Rec...	0.00	0.00
Invoice	04/01/2023	3743	Shirt Factory Cafe	RLF Loan In...	HUD		Accounts Rec...	0.00	0.00
Invoice	05/01/2023	3684	DC Hauling	RLF Loan In...	HUD		Accounts Rec...	0.00	0.00
Invoice	05/01/2023	3696	Fastfitness for Wo...	RLF Loan In...	HUD		Accounts Rec...	0.00	0.00
Invoice	05/01/2023	3707	Gallo's Hauling	RLF Loan In...	HUD		Accounts Rec...	0.00	0.00
Invoice	05/01/2023	3720	Laura Loxley Vinta...	RLF Loan In...	HUD		Accounts Rec...	0.00	0.00
Invoice	05/01/2023	3732	Rachel & Rob's Wi...	RLF Loan In...	HUD		Accounts Rec...	0.00	0.00
Invoice	05/01/2023	3744	Shirt Factory Cafe	RLF Loan In...	HUD		Accounts Rec...	0.00	0.00
Invoice	06/01/2023	3685	DC Hauling	RLF Loan In...	HUD		Accounts Rec...	0.00	0.00
Invoice	06/01/2023	3697	Fastfitness for Wo...	RLF Loan In...	HUD		Accounts Rec...	0.00	0.00
Invoice	06/01/2023	3709	Gallo's Hauling	RLF Loan In...	HUD		Accounts Rec...	0.00	0.00
Invoice	06/01/2023	3721	Laura Loxley Vinta...	RLF Loan In...	HUD		Accounts Rec...	0.00	0.00
Invoice	06/01/2023	3733	Rachel & Rob's Wi...	RLF Loan In...	HUD		Accounts Rec...	0.00	0.00
Invoice	06/01/2023	3745	Shirt Factory Cafe	RLF Loan In...	HUD		Accounts Rec...	0.00	0.00
Invoice	07/01/2023	3686	DC Hauling	RLF Loan In...	HUD		Accounts Rec...	0.00	0.00
Invoice	07/01/2023	3698	Fastfitness for Wo...	RLF Loan In...	HUD		Accounts Rec...	0.00	0.00
Invoice	07/01/2023	3710	Gallo's Hauling	RLF Loan In...	HUD		Accounts Rec...	0.00	0.00
Invoice	07/01/2023	3734	Rachel & Rob's Wi...	RLF Loan In...	HUD		Accounts Rec...	0.00	0.00
Invoice	07/01/2023	3746	Shirt Factory Cafe	RLF Loan In...	HUD		Accounts Rec...	0.00	0.00
Invoice	08/01/2023	3687	DC Hauling	RLF Loan In...	HUD		Accounts Rec...	0.00	0.00
Invoice	08/01/2023	3711	Gallo's Hauling	RLF Loan In...	HUD		Accounts Rec...	0.00	0.00
Invoice	08/01/2023	3735	Rachel & Rob's Wi...	RLF Loan In...	HUD		Accounts Rec...	0.00	0.00
Invoice	08/01/2023	3747	Shirt Factory Cafe	RLF Loan In...	HUD		Accounts Rec...	0.00	0.00
Invoice	09/01/2023	3688	DC Hauling	RLF Loan In...	HUD		Accounts Rec...	0.00	0.00
Invoice	09/01/2023	3712	Gallo's Hauling	RLF Loan In...	HUD		Accounts Rec...	0.00	0.00
Invoice	09/01/2023	3736	Rachel & Rob's Wi...	RLF Loan In...	HUD		Accounts Rec...	0.00	0.00
Invoice	09/01/2023	3748	Shirt Factory Cafe	RLF Loan In...	HUD		Accounts Rec...	0.00	0.00
Invoice	10/01/2023	3689	DC Hauling	RLF Loan In...	HUD		Accounts Rec...	0.00	0.00
Invoice	10/01/2023	3737	Rachel & Rob's Wi...	RLF Loan In...	HUD		Accounts Rec...	0.00	0.00
Invoice	10/01/2023	3749	Shirt Factory Cafe	RLF Loan In...	HUD		Accounts Rec...	0.00	0.00
Invoice	11/01/2023	3690	DC Hauling	RLF Loan In...	HUD		Accounts Rec...	0.00	0.00
Invoice	11/01/2023	3738	Rachel & Rob's Wi...	RLF Loan In...	HUD		Accounts Rec...	0.00	0.00
Invoice	11/01/2023	3750	Shirt Factory Cafe	RLF Loan In...	HUD		Accounts Rec...	0.00	0.00
Total Unrestricted								0.00	0.00
Total RLF Income-HUD								0.00	0.00
Bank Service Charges									
Check	01/31/2023			Service Cha...	HUD		Checking Key...	15.00	16.00
Check	01/31/2023			Service Cha...	HUD		Checking Key...	15.00	30.00
Check	02/28/2023			Service Cha...	HUD		Checking Key...	15.00	45.00
Check	03/31/2023			Service Cha...	HUD		Checking Key...	45.00	90.00
Check	09/30/2023			Service Cha...	HUD		Checking Key...	15.00	105.00
Check	10/31/2023			Service Cha...	HUD		Checking Key...	35.00	140.00
Total Bank Service Charges								140.00	140.00

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Accrual Basis

Orleans County Local Development Corporation
Transaction Detail by Account
 January through November 2023

Type	Date	Num	Name	Memo	Class	Clr	Split	Amount	Balance
Grant Expense									
Check	01/12/2023		Key Bank	Direct Withd...	HUD		Checking Key...	20,036.14	20,036.14
Check	03/14/2023	To Pr...	Key Bank	Auto Debit fr...	LDC		Checking Key...	35,000.00	55,036.14
Check	04/14/2023		Key Bank	Auto Debit G...	HUD		Checking Key...	31,836.84	86,872.98
Check	05/12/2023		Key Bank	Auto Debit fr...	HUD		Checking Key...	3,182.93	90,055.91
Check	06/26/2023	1082	Orleans County Lo...	Moving fund...	LDC		Five Star -Ch...	25,000.00	115,055.91
Deposit	06/26/2023	1082	Orleans County Lo...	Moving fund...	LDC		HSBC Saving...	-25,000.00	90,055.91
Check	07/14/2023		Key Bank	Autodebit to ...	HUD		Checking Key...	25,057.88	115,113.79
Check	08/14/2023		Key Bank	Draw #5 85...	HUD		Checking Key...	35,096.84	150,210.63
Check	10/12/2023		Key Bank	To move fu...	HUD		Checking Key...	15,438.60	165,649.23
Check	11/14/2023		Key Bank	Grant Expe...	HUD		Checking Key...	11,073.19	176,722.42
Total Grant Expense								176,722.42	176,722.42
Miscellaneous									
Check	06/19/2023	343	Deloris Mosher	Mugs for Gr...	HUD		Checking Key...	97.50	97.50
Total Miscellaneous								97.50	97.50
Office Supplies									
Check	04/24/2023	330	ASAP Checks	Check order ...	HUD		Checking Key...	27.65	27.65
Total Office Supplies								27.65	27.65
Professional Fees									
Accounting									
Check	01/11/2023	313	Roush C.P.A. PC	Accounting ...	HUD		Checking Key...	85.00	85.00
Check	02/08/2023	318	Roush C.P.A. PC	Accounting ...	HUD		Checking Key...	85.00	170.00
Check	03/08/2023	320	Roush C.P.A. PC	Accounting...	HUD		Checking Key...	85.00	255.00
Check	04/12/2023	325	Roush C.P.A. PC	Accounting ...	HUD		Checking Key...	85.00	340.00
Check	06/06/2023	339	Roush C.P.A. PC	Accounting ...	HUD		Checking Key...	85.00	425.00
Check	07/12/2023	348	Roush C.P.A. PC	Accounting s...	HUD		Checking Key...	85.00	510.00
Check	07/12/2023	349	Roush C.P.A. PC	Accounting s...	HUD		Checking Key...	85.00	595.00
Check	08/18/2023	353	Roush C.P.A. PC	Accounting...	HUD		Checking Key...	85.00	680.00
Check	11/08/2023	362	Roush C.P.A. PC	Accounting s...	LDC		Checking Key...	85.00	765.00
Total Accounting								765.00	765.00
Consulting									
General Journal	01/01/2023	per a...	GOSC Grant				Grants Payable	2,289.60	2,289.60
Credit	01/02/2023		Orleans Economic...	Check writte...			Accounts Pay...	-2,289.60	0.00
Check	01/25/2023	315	Orleans Economic...	Activity Log...	HUD		Checking Key...	2,289.60	2,289.60
Check	04/12/2023	327	The Harrison Studio	Inv GS#1 fr...	HUD		Checking Key...	4,792.50	7,082.10
Total Consulting								7,082.10	7,082.10
Legal Fees									
General Journal	01/01/2023	per a...	GOSC Grant				Grants Payable	887.50	887.50
Check	01/25/2023	316	HurwitzFine, P.C.	Inv# 20400...	HUD		Checking Key...	1,267.50	2,155.00
Check	02/01/2023	317	HurwitzFine, P.C.	Inv# 20401...	HUD		Checking Key...	654.00	2,809.00
Check	03/01/2023	319	HurwitzFine, P.C.	Inv# 20413...	HUD		Checking Key...	382.00	3,191.00
Check	03/27/2023	322	HurwitzFine, P.C.	Inv# 20422...	HUD		Checking Key...	1,777.00	4,968.00
Check	03/29/2023	323	HurwitzFine, P.C.	Inv# 20422...	HUD		Checking Key...	495.00	5,463.00
Check	05/03/2023	332	HurwitzFine, P.C.	Inv# 20436...	HUD		Checking Key...	1,397.50	6,860.50
Check	05/03/2023	333	HurwitzFine, P.C.	Inv# 20131...	HUD		Checking Key...	495.00	7,355.50
Check	05/03/2023	334	HurwitzFine, P.C.	Inv# 20435...	HUD		Checking Key...	452.00	7,807.50
Check	06/28/2023	344	HurwitzFine, P.C.	Invoice 204...	HUD		Checking Key...	292.60	8,100.00
Check	07/26/2023	350	HurwitzFine, P.C.	Invoice # 20...	HUD		Checking Key...	475.00	8,575.00
Check	07/26/2023	351	HurwitzFine, P.C.	Invoice # 2...	HUD		Checking Key...	2,042.50	10,617.50
Check	09/27/2023	355	HurwitzFine, P.C.	Invoice 2...	HUD		Checking Key...	747.50	11,365.00
Check	09/27/2023	356	HurwitzFine, P.C.	Invoice 20...	HUD		Checking Key...	464.50	11,829.50
Check	11/01/2023	358	HurwitzFine, P.C.	#205049...	LDC		Checking Key...	247.50	12,077.00
Total Legal Fees								12,077.00	12,077.00
Professional Fees - Other									
Check	08/28/2023	345	EFPR Group LLP	Client # 710...	HUD		Checking Key...	4,000.00	4,000.00
Check	08/30/2023	354	OEDA	Audit of Fin...	HUD		Checking Key...	2,760.00	6,760.00
General Journal	10/31/2023	Insuff...	Orleans County Tr...	Reverse of ...			Checking Key...	-40.00	6,710.00
Check	11/01/2023	359	Orleans County Tr...	Fee for Cou...	LDC	X	Checking Key...	0.00	6,710.00
General Journal	11/01/2023	Insuff...	Orleans County Tr...	For CHK 35...			Checking Key...	40.00	6,750.00
Check	11/01/2023	360	Orleans County Cl...	UCC filing fo...	LDC		Checking Key...	40.00	6,790.00
Total Professional Fees - Other								6,790.00	6,790.00
Total Professional Fees								26,714.10	26,714.10

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Accrual Basis

**Orleans County Local Development Corporation
Transaction Detail by Account
January through November 2023**

Type	Date	Num	Name	Memo	Class	Clr	Split	Amount	Balance
Program Expense									
Check	01/18/2023	314	GMS	Inv 282308...	HUD		Checking Key...	33.00	33.00
Check	04/10/2023	324	Dorothy Daniels	Instructor/M...	HUD		Checking Key...	500.00	533.00
Check	04/12/2023	326	Michelle Gallo	Instructor/M...	HUD		Checking Key...	200.00	733.00
Check	04/24/2023	328	Michelle Gallo	Instructor/...	HUD		Checking Key...	200.00	933.00
Check	04/26/2023	329	Dorothy Daniels	Instructor/...	HUD		Checking Key...	500.00	1,433.00
Check	05/03/2023	331	Key Bank	Credit Card ...	HUD		Checking Key...	118.88	1,551.88
Check	05/10/2023	335	Dorothy Daniels	independe...	HUD		Checking Key...	600.00	2,051.88
Check	05/24/2023	337	Dorothy Daniels	Indepdenta...	HUD		Checking Key...	500.00	2,551.88
Check	06/06/2023	338	Dorothy Daniels	Instructor/...	HUD		Checking Key...	500.00	3,051.88
Check	06/06/2023	340	GMS	Inv 288257...	HUD		Checking Key...	456.00	3,507.88
Check	06/19/2023	341	Iced & Glazed LLC	Graduation...	HUD		Checking Key...	150.00	3,657.88
Check	06/19/2023	342	Last Call Cocktail ...	INV0011 Ic...	HUD		Checking Key...	110.00	3,767.88
Check	07/05/2023	346	Key Bank	Food for th...	HUD		Checking Key...	926.05	4,693.93
Check	08/02/2023	352	Key Bank	Spring M...	HUD		Checking Key...	81.04	4,774.97
Check	11/08/2023	351	GMS	293354 R...	LDC		Checking Key...	32.50	4,807.47
Total Program Expense								4,807.47	4,807.47
Supplies									
Marketing									
Check	01/04/2023	312	Daniels Creative P...	Inv# 1089 M...	HUD		Checking Key...	225.00	225.00
Check	03/08/2023	321	Daniels Creative P...	MAP Faceb...	HUD		Checking Key...	200.00	425.00
Check	05/12/2023	336	Daniels Creative P...	Inv# 7301 ...	HUD		Checking Key...	200.00	625.00
Check	07/05/2023	347	Daniels Creative P...	For profesio...	HUD		Checking Key...	225.00	850.00
Total Marketing								850.00	850.00
Total Supplies								850.00	850.00
TOTAL								0.00	0.00

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 Cash Basis

Orleans County Local Development Corporation
Profit & Loss Budget vs. Actual
 January through November 2023

	<u>Jan - Nov 23</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense				
Income				
Grants				
CDBG/GOSC	185,096.84			
Total Grants	185,096.84			
Interest Income				
Interest Income-Bank	127.02			
Total Interest Income	127.02			
Loan Penalty Income				
Professional Fees	-85.00			
Program Fees	730.00			
Loan Penalty Income - Other	48.33			
Total Loan Penalty Income	693.33			
Miscellaneous Income	1,705.56			
Program Fees	380.00			
Total Income	188,002.75			
Expense				
Bank Service Charges	140.00			
Grant Expense	176,722.42			
Miscellaneous	97.50			
Office Supplies	27.65			
Professional Fees				
Accounting	765.00			
Consulting	7,082.10			
Legal Fees	11,189.50			
Professional Fees - Other	6,790.00			
Total Professional Fees	25,826.60			
Program Expense	4,807.47			
Supplies				
Marketing	850.00			
Total Supplies	850.00			
Total Expense	208,471.64			
Net Ordinary Income	-20,468.89			
Net Income	-20,468.89			

Orleans County Local Development Corporation

121 North Main Street
Albion, NY 14411

Office: (585) 589-7060
Fax: (585) 589-5258

2024 OCLDC Board Meetings Schedule 2nd Floor Board Room 121 North Main Street, Albion NY 14411 08:30 a.m.

Thursday, February 1, 2024

Thursday, April 4, 2024

Thursday, June 6, 2024

Thursday, August 1, 2024

Thursday, October 3, 2024

Thursday, December 5, 2024

Adopted: 12/07/23

**Orleans County Local Development Corporation
Proposed 2024 Budget**

12/5/2023

	<u>Jan-Nov 23</u>	<u>Est Year End Totals</u>	<u>2023 Budget</u>	<u>2024 Budget</u>	<u>Budget Change</u>	<u>PARIS Report</u>
Ordinary Income/Expense						
Income						
Grants						
CDBG/GOSC	185,096.84	187,000.00	34,900.00	20,522.00		
Grants - Other	<u>0.00</u>	<u>0.00</u>				
Total Grants	185,096.84	187,000.00	34,900.00	20,522.00		
Interest Income						
Interest Income-Bank	127.02	138.00	135.00	135.00	-470.00	
Interest Income-Loan	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	
Total Interest Income	127.02	138.00	135.00	135.00	-470.00	IE
Loan Penalty Income						
Professional Fees	-85.00					
Loan Penalty Income	48.33	48.33		50.00		
Program Fees	<u>730.00</u>	<u>730.00</u>	<u>2,500.00</u>	<u>1,000.00</u>	<u>-1,500.00</u>	
Total Loan Penalty Income	693.33	778.33	2,500.00	1,050.00	-1,500.00	OOB
Miscellaneous-Income	1,705.56	1,800.00	10,000.00	1,000.00	10,000.00	
Program Fees	380.00	380.00	1,500.00	500.00	-1,000.00	OOB
Reimbursed Expenses	0.00	0.00				
RLF Income-GOSC						
Restricted			0.00	0.00	-35,000.00	
RLF Income - GOSC	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	OOB
Total RLF Income-GOSC	0.00	0.00	0.00	0.00	-35,000.00	
RLF Income-HUD						
Unrestricted	<u>0.00</u>	<u>0.00</u>				
Total RLF Income-HUD	<u>0.00</u>	<u>0.00</u>			<u>0.00</u>	
Total Income	188,002.75	190,096.33	49,035.00	23,207.00	-27,970.00	
Expense						
Bank Service Charges	140.00	155.00				
Grant Expense	176,722.42	176,722.42				
Insurance						
Liability Insurance	<u>0.00</u>	<u>400.00</u>	<u>2,100.00</u>	<u>400.00</u>	<u>-1,700.00</u>	
Total Insurance	0.00	400.00	2,100.00	400.00	-1,700.00	G&D
Interest Expense						
Loan Interest	<u>0.00</u>	<u>0.00</u>				
Total Interest Expense	0.00	0.00				
Miscellaneous	97.50	150.00	2,300.00	250.00	-2,050.00	OOE

	<u>Jan-Nov 23</u>	<u>Est Year End Totals</u>	<u>2023 Budget</u>	<u>2024 Budget</u>	<u>Budget Change</u>	<u>PARIS Report</u>
Office Supplies	27.65	100.00	300.00	300.00	0.00	OOE
Printing Reproduction	0.00	50.00		250.00		
Professional Fees						
Accounting	765.00	900.00	4,200.00	8,020.00	3,820.00	
Consulting	7,082.10	7,500.00	2,500.00	2,500.00	0.00	
Legal Fees	11,189.50	12,000.00	6,250.00	7,000.00	750.00	
Professional Fees - Other	6,790.00	7,500.00	1,000.00	1,000.00	0.00	
Total Professional Fees	<u>25,826.60</u>	<u>27,900.00</u>	<u>13,950.00</u>	<u>18,520.00</u>	<u>4,570.00</u>	PSC
Program Expense	4,807.47	5,000.00	500.00	500.00	0.00	
Supplies						
Supplies Other	0.00					
Marketing	850.00	1,000.00	1,750.00	1,750.00	0.00	
Total Supplies	<u>850.00</u>	<u>1,000.00</u>	<u>1,750.00</u>	<u>1,750.00</u>	<u>0.00</u>	S&M
Travel & Ent						
Meals	0.00	50.00	300.00	300.00	0.00	
Travel	0.00	0.00	250.00	250.00	0.00	
Total Travel & Ent	<u>0.00</u>	<u>50.00</u>	<u>550.00</u>	<u>550.00</u>	<u>0.00</u>	OOE
Total Expense	<u>208,471.64</u>	<u>211,477.42</u>	<u>21,450.00</u>	<u>22,270.00</u>	<u>820.00</u>	
Net Ordinary Income	-20,468.89	-21,381.09	27,585.00	937.00	-26,648.00	
Other Income/Expense						
Other Expense						
Other Expenses	0.00	140.00	0.00	0.00	0.00	
Total Other Expense	<u>0.00</u>	<u>140.00</u>	<u>0.00</u>	<u>0.00</u>		
Net Other Income	<u>0.00</u>	<u>-140.00</u>			<u>0.00</u>	
Net Income	<u>-20,468.89</u>	<u>-21,521.09</u>	<u>27,585.00</u>	<u>937.00</u>	<u>-26,648.00</u>	

September 14, 2023

Mr. Michael Dobell
CEO/CFO
Orleans County Industrial Development Agency
121 North Main Street, 2nd Floor
Albion, New York 14411

Dear Mr. Dobell:

We are pleased to submit our proposal to provide continuing audit and related services to County of Orleans Industrial Development Agency and Affiliates (the Agency) for the years ending December 31, 2023, 2024 and 2025, and two option years ending December 31, 2026 and 2027. We believe the EFPR Group, CPAs, PLLC is highly qualified to continue to provide audit and related services to the Agency based on:

- Our previous experience providing audit and related services to the Agency.
- Our substantial experience with regard to providing audit and related services for over 175 governmental organizations annually.
- Our firm's ability to bring a wealth of New York State Public Authority audit experience having audited some of the largest public authorities in New York State, including Empire State Development, New York Convention Center Operating Corporation, New York State Bridge Authority, and Lower Manhattan Development Corporation.
- Our substantial experience with regard to providing audit and related services for organizations required to have audits which are performed in accordance with Government Auditing Standards, issued by the Comptroller General of the United States. We audit over 350 organizations annually in accordance with Government Auditing Standards.
- Our substantial experience with regard to providing audit and related services for organizations which require audits performed in accordance with the provisions of Office of Management and Budget (OMB) Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards. We provide annual audit services for over 250 single audit compliant organizations.
- Our substantial experience in providing annual financial statement audit and related services to Public Authorities and Public Benefit Corporations, including the following:
 - Broome County Land Bank Corporation
 - Cheektowaga Economic Development Corporation
 - Chemung County Property Development Corporation

Mr. Michael Dobell
September 14, 2023

- County of Orleans Industrial Development Agency
 - Dunkirk Industrial Development Agency
 - Dunkirk Local Development Corporation
 - Dutchess County-Poughkeepsie Land Bank
 - Emerald Corporate Center Economic Development Corporation
 - Fulton Community Development Agency
 - Harlem Community Development Corporation
 - Hudson River Park Trust
 - Incorporated Village of Hempstead Community Development Agency
 - Islip Resource Recovery Agency
 - Kingston City Land Bank
 - Kingston Local Development Corporation
 - Lake Champlain-Lake George Regional Planning Board
 - Land Reutilization Corporation of the Capital Region
 - Lower Manhattan Development Corporation
 - Lumber City Development Corporation
 - Monroe County Water Authority
 - New York State Urban Development Corporation d/b/a Empire State Development
 - New York Convention Center Development Corporation
 - New York Convention Center Operating Corporation (Jacob K. Javits Convention Center)
 - New York Job Development Authority
 - New York State Bridge Authority
 - New York State Homeless Housing and Assistance Corporation
 - New York State Olympic Regional Development Authority
 - Newburg Community Land Bank
 - N.F.C. Development Corporation
 - Niagara Falls Urban Renewal Agency
 - Niagara-Orleans Regional Land Improvement Corporation
 - Ogdensburg Bridge and Port Authority
 - Orleans County Local Development Corporation
 - Roosevelt Island Operating Corporation
 - Steuben County Industrial Development Agency
 - Sullivan Broadband Local Development Corporation
 - Town of Erwin Industrial Development Agency
 - Town of Hempstead Community Development Agency
 - Town of Plattsburgh Local Development Corporation
 - Trust for Cultural Resources of the City of New York
 - Warren County Local Development Corporation
 - Washington County Local Development Corporation
 - Wayne County Industrial Development Agency
- Our ability to provide quality services on a timely basis for reasonable fees.

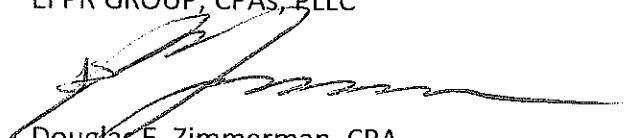
Mr. Michael Dobell
September 14, 2023

Our depth of experience working with many governmental entities across New York State should provide peace of mind that the Agency would be served by a highly competent team of professionals committed to assist in whatever capacity you require. We understand that for our services to be valuable to the Agency, we need to provide more than just financial reporting. At the EFPR Group, CPAs, PLLC, we take a proactive approach to our client relationships in order to ensure we are anticipating our client's needs before they call on us for assistance. We are available throughout the year to answer questions and address concerns that may arise.

We would consider it a distinct privilege to provide professional services as outlined in this letter or any additional services you desire. Simply put, we want to continue to be your auditors and business consultants. Please contact us if there are any questions regarding this proposal.

Very truly yours,

EFPR GROUP, CPAs, PLLC

A handwritten signature in black ink, appearing to read 'Douglas E. Zimmerman', written over a horizontal line.

Douglas E. Zimmerman, CPA
Partner

FIRM PHILOSOPHY

The EFPR Group, CPAs, PLLC was founded on the principle of providing our clients with the same high quality level of service expected from a national firm yet with the dedicated involvement that can only be developed by personal attention. The primary mission of our Firm has always been helping our clients succeed. We are committed to delivering services targeted to each client's critical needs and industry niche.

KEY CONSIDERATIONS REGARDING THE EFPR GROUP

Our Firm has achieved its present position in the accounting profession by providing quality services on a timely basis, for reasonable fees. Accounting firms should be evaluated in light of several important conditions:

- The firm's qualifications, experience and its ability to provide auditing, accounting and consulting services for a reasonable fee.
- The firm's ability to assemble and commit a team of professionals experienced in providing audit, accounting and consulting services for governmental organizations, specifically public benefit corporations.
- The firm's involvement of client personnel and active participation and coordination on a year-round basis.
- The firm's commitment to provide services which will contribute to the success of our clients.

In the following paragraphs, we shall demonstrate that the EFPR Group, CPAs, PLLC is the accounting firm best qualified to continue to serve County of Orleans Industrial Development Agency and Affiliates.

INDEPENDENCE

The EFPR Group, CPAs, PLLC is independent of County of Orleans Industrial Development Agency, Orleans Land Restoration Corporation and Orleans County Local Development Corporation (the Agency) as defined by generally accepted auditing standards and U.S. Government Accountability Office (GAO)'s Government Auditing Standards. Accordingly, no relationship exists between the EFPR Group, CPAs, PLLC and the Agency or any of its employees, Board members or with any person or agency that constitutes a conflict of interest with respect to the Agency.

FIRM QUALIFICATIONS AND EXPERIENCE

The EFPR Group, CPAs, PLLC provides audit, accounting and consulting services to over 175 governmental organizations on an annual basis. We serve more than 350 organizations which require an audit performed in accordance with Government Auditing Standards and over 250 clients that require audits performed in accordance with the provisions of Office of Management and Budget (OMB) Uniform Administration Requirements, Cost Principles and Audit Requirements for Federal Awards annually. Our Firm employs 200 professionals with 41 partners and directors. The Firm's Government Audit Practice Group consists of 40 highly trained professionals who provide audit and related services to governmental organizations on a year round basis.

Our Firm has offices located in Williamsville, Rochester, and Corning, New York. The fieldwork associated with the engagement will be performed by the professionals from the Firm's Government Audit Practice Group located in our Williamsville office. Please see Appendix A for detailed resumes of the Firm's key Government Audit Practice Group members and Appendix B for a partial listing of governmental organizations which are our clients.

Our Firm has substantial experience providing audit, accounting and consulting services to various governmental organizations. We are very familiar with generally accepted Government Auditing Standards (GAGAS), issued by the Comptroller General of the United States. We perform approximately 350 GAGAS audits annually. Our team of professionals from our Government Audit Practice Group is well versed and keeps up-to-date on all standards affecting the government environment.

Our Firm has substantial experience performing audits in accordance with the provisions of Office of Management and Budget (OMB) Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards. We provide annual audit services for over 250 single audit compliant organizations, including having performed the Single Audit of the State of New York.

Public Authority Experience - Our Firm has substantial experience in providing annual financial statement audit and related services to Public Authorities. These organizations are different from other governmental organizations; therefore, our previous experience with these organizations is a benefit for your organization.

County of Orleans Industrial Development Agency - We perform the annual audit of the financial statements in accordance with auditing standards generally accepted in the United States of America, the provisions of Government Auditing Standards, issued by the Comptroller General of the United States, and Office of Management and Budget (OMB) Uniform Administration Requirements, Cost Principles and Audit Requirements for Federal Awards. As part of this engagement, we also perform the annual audit of the financial statements of the Orleans County Local Development Corporation in accordance with auditing standards generally accepted in the United States of America and the provisions of Government Auditing Standards, issued by the Comptroller General of the United States.

Dunkirk Industrial Development Agency - We perform the audit of the financial statements in accordance with auditing standards generally accepted in the United States of America and the provisions of Government Auditing Standards, issued by the Comptroller General of the United States.

City of Kingston Local Development Corporation - We perform the audit of the financial statements of the Corporation in accordance with auditing standards generally accepted in the United States of America and the provisions of Government Auditing Standards, issued by the Comptroller General of the United States. The Corporation is operated exclusively for the charitable or public purposes of relieving and reducing unemployment, promoting and providing for additional and maximum employment, bettering and maintaining job opportunities, promoting instruction or training of individuals to promote or develop their capabilities for such jobs, aiding in attracting new business and industry, or by encouraging the development or retention of business and industry within the City.

Town of Plattsburgh Local Development Corporation - We perform the audit of the financial statements of the Corporation in accordance with auditing standards generally accepted in the United States of America and the provisions of Government Auditing Standards, issued by the Comptroller General of the United States. The Corporation relieves and reduces unemployment by promoting and providing job opportunities and encourages the development or retention of industry in the Town of Plattsburgh.

Broome County Land Bank Corporation - We perform the audit of the financial statements of the Corporation in accordance with auditing standards generally accepted in the United States of America and the provisions of Government Auditing Standards, issued by the Comptroller General of the United States. The Corporation was established to foster economic and community development by acquiring, holding, managing, developing and marketing distressed, vacant, abandoned and underutilized properties in Broome County.

New York State Urban Development Corporation d/b/a Empire State Development - We perform the annual audit of the general purpose financial statements of the Corporation (a component unit of the State of New York) in accordance with auditing standards generally accepted in the United States of America, the provisions of Government Auditing Standards, issued by the Comptroller General of the United States, and Office of Management and Budget (OMB) Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards. The Corporation's goal is to create and retain jobs and to reinvigorate economically distressed areas of the State. The Corporation administers various economic development programs which provides tax incentives designed to attract new businesses to New York State and to enable existing businesses to expand and create more jobs. The Corporation has over 150 subsidiaries which are consolidated for financial reporting purposes. Our firm provides audit and related services to various subsidiaries of Empire State Development. Empire State Development has annual revenues in excess of \$2.3 billion and assets of more than \$26 billion.

Public Authority Experience - Our Firm has experience in providing annual financial statement audit and related services to Public Authorities. These organizations are different from other governmental organizations; therefore, our previous experience with these organizations is a benefit for your organization. We have experience providing services to the following:

- Broome County Land Bank Corporation
- Cheektowaga Economic Development Corporation
- Chemung County Property Development Corporation
- County of Orleans Industrial Development Agency
- Dunkirk Industrial Development Agency
- Dunkirk Local Development Corporation
- Dutchess County-Poughkeepsie Land Bank
- Emerald Corporate Center Economic Development Corporation
- Fulton Community Development Agency
- Harlem Community Development Corporation
- Hudson River Park Trust
- Incorporated Village of Hempstead Community Development Agency
- Islip Resource Recovery Agency
- Kingston City Land Bank
- Kingston Local Development Corporation
- Lake Champlain-Lake George Regional Planning Board
- Land Reutilization Corporation of the Capital Region
- Lower Manhattan Development Corporation
- Lumber City Development Corporation
- Monroe County Water Authority
- New York State Urban Development Corporation d/b/a Empire State Development
- New York Convention Center Development Corporation
- New York Convention Center Operating Corporation (Jacob K. Javits Convention Center)
- New York Job Development Authority
- New York State Bridge Authority
- New York State Homeless Housing and Assistance Corporation
- New York State Olympic Regional Development Authority
- Newburg Community Land Bank
- N.F.C. Development Corporation
- Niagara Falls Urban Renewal Agency
- Niagara-Orleans Regional Land Improvement Corporation
- Ogdensburg Bridge and Port Authority

- Orleans County Local Development Corporation
- Roosevelt Island Operating Corporation
- Steuben County Industrial Development Agency
- Sullivan Broadband Local Development Corporation
- Town of Erwin Industrial Development Agency
- Town of Hempstead Community Development Agency
- Town of Plattsburgh Local Development Corporation
- Trust for Cultural Resources of the City of New York
- Warren County Local Development Corporation
- Washington County Local Development Corporation
- Wayne County Industrial Development Agency

Quality Assurance

Peer Review

The EFPR Group, CPAs, PLLC retains an independent accounting firm to conduct a review of its system of quality control every three years in accordance with the rigorous standards of the American Institute of Certified Public Accountants. In May 2023, our Firm successfully completed the most recent peer review of its accounting and auditing practice. The review determined that the Firm complies with the stringent quality control standards set by the American Institute of Certified Public Accountants. Our Firm has received the highest rating possible (pass) with no letter of comments being required in each of its last 11 peer reviews. According to the peer review team, less than one percent of the firms in the nation achieve this level of excellence. We believe that this attests to our commitment to quality. Peer reviews, which are performed every three years, are required of all CPA firms and are conducted in accordance with rules issued by the American Institute of Certified Public Accountants. (See Appendix C for a copy of the report issued in connection with our most recent peer review.)

The peer review included a review of all of the firm's major client categories, including audits conducted in accordance with generally accepted Government Auditing Standards and the provisions of Office of Management and Budget (OMB) Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards.

No federal or state desk review or field review of the EFPR Group, CPAs, PLLC's audits has been completed in the past three years. Additionally, neither the EFPR Group, CPAs, PLLC nor any of our employees has been the subject of any disciplinary action by State regulatory bodies or professional organizations. The firm's peer review opinion in Appendix C attests to the exceptional quality of the EFPR Group, CPAs, PLLC's audit work.

CPAmerica, Inc.

EFPR Group, CPAs, PLLC is an independently owned and operated member firm of CPAmerica, Inc., one of the largest associations of CPA firms in the United States. Through our affiliation, we have instant access to the expertise and resources of more than 4,000 professionals and more than 700 partners. CPAmerica is a member of Crowe Global, providing our firm access to the eighth largest accounting network in the world, with over 200 independent accounting and advisory firms in 130 countries. By supplementing our services, CPAmerica allows us to:

- Enhance our client services and broaden our capabilities overall
- Expand our domestic and international coverage
- Gain greater technical knowledge in specialty areas
- Utilize professionals with experience in a wide range of industries

- Access the most up-to-date technical information
- Participate in the latest training programs
- Utilize state of-the-art, customized computer systems
- Provide our clients with key contacts and sophisticated professionals throughout the U.S.

CPAmerica brings us the necessary tools to help us better serve our clients with greater flexibility, efficiency and cost effectiveness.

Government Audit Quality Center

We are also a member of the American Institute of Certified Public Accountants Government Audit Quality Center (GAQC). The GAQC promotes the importance of quality governmental audits and the value of such audits to purchasers of governmental audit services. As members, we have access to the latest developments in accounting, auditing, and the various rules and regulations that affect governmental audits. We also receive periodic updates on current issues through news alerts and Webcasts. We are proud of the quality of our work and in order to ensure that this high level of quality is maintained, we have established a comprehensive quality assurance program. The program starts with hiring the best people available and continues with extensive continuing education, an annual minimum of 40 hours per staff member. Our involvement in the GAQC is optional, but indicates a level of commitment above non-member Certified Public Accounting firms. Our participation requires that our firm and personnel attain additional continuing professional education on an annual basis.

STAFF QUALIFICATIONS AND EXPERIENCE

Achieving our present position in the profession has come as a result of being responsive to the needs of our clients. A combination of a coordinated team approach and up-to-date knowledge allows for the most efficient approach to providing comprehensive professional services. Accordingly, we will assemble an engagement team that will include audit personnel with extensive public benefit corporation and governmental audit experience. The key individuals available to be assigned to this engagement and their roles are as follows:

Douglas E. Zimmerman, CPA will serve as the engagement partner. Doug will provide a secondary review of all deliverables and critical engagement decisions and will be available throughout the engagement to consult and review on any auditing and accounting questions that may arise. He has over 36 years of public accounting experience and currently functions as a partner in the Firm. He has extensive experience in providing audit, accounting and consulting services for numerous governmental organizations, specifically public benefit corporations. Doug is licensed in New York, Florida and Massachusetts as a Certified Public Accountant.

David S. Gabel, CPA will serve as the director in charge of our relationship with County of Orleans Industrial Development Agency and Affiliates. Dave will oversee all services provided and ensure that they are delivered in a timely and efficient manner. He will be responsible for all matters concerning accounting policy, participate in the planning phases of our engagement, review all working papers and reports prepared, and attend meetings with management and the Board. He has over 34 years of public accounting experience and currently functions as a director in the Firm. He has extensive experience in providing audit, accounting and consulting services for numerous governmental organizations, specifically public benefit corporations. Dave is licensed in New York State as a Certified Public Accountant.

Justin Pepe will serve as senior accountant assigned to this engagement. Justin has over two years of public and private accounting experience. He currently functions as a senior accounting in the firm and has extensive experience in providing audit, accounting and consulting services for numerous governmental organizations, specifically public benefit corporations.

Staff Accountant: Your account will also be assigned an additional staff accountant from the Firm's Government Audit Practice Group who will work as part of the engagement team in performing your audit.

Continuing Professional Education

With regard to continuing professional education (CPE), each of our staff members is required to complete an annual minimum of 40 hours of CPE programs approved by the American Institute of Certified Public Accountants. Additionally, since we perform audits in accordance with generally accepted Government Auditing Standards (GAGAS) (over 350 each year), our staff members must complete at least 24 of the 80 hours (over a two-year period) of CPE in subjects directly related to the government environment and government auditing. Due to the substantial volume of governmental audits performed, our Firm continually monitors staff CPE compliance with the GAGAS requirements. All of the individuals listed above are in compliance with the CPE requirements.

SIMILAR ENGAGEMENTS WITH OTHER GOVERNMENTAL ENTITIES

Our Firm has provided various audit services to numerous public benefit corporations and governmental organizations. The following individuals may be contacted to provide references with regard to the quality of our Firm's work:

New York State Olympic Regional Development Authority

Scope of work: Audit of financial statements, including compliance with Government Auditing Standards and single audit.

Date: 2021 and ongoing

Contact: Ms. Peggy Evatt
Director of Finance
2634 Main Street
Lake Placid, New York 12946
(518) 302-5317
pevatt@orda.org

Niagara-Orleans Regional Land Improvement Corporation

Scope of work: Audit of financial statements and preparation of tax returns.

Date: 2018 and ongoing

Contact: Ms. Andrewa Klyczek
Executive Director
6311 Inducon Corporate Drive
Sanborn, New York 14132
(716) 278-8761
Andrea.klyczek@niagaracounty.com

Kingston City Land Bank, Inc.

Scope of work: Audit of financial statements and preparation of tax returns.

Date: 2019 and ongoing

Contact: Mr. Michael Gillard
Executive Director
260 Kings Mall Court #226
Kingston, New York 12401
(845) 202-0887
mike@kclb.org

SPECIFIC AUDIT APPROACH

We confirm that we understand the scope of services to be provided and will commit the resources necessary to ensure performance of our services. Our audits are made in accordance with auditing standards generally accepted in the United States of America and, accordingly, include such tests of the accounting records and other auditing procedures as we consider necessary and appropriate in order to express an opinion on the financial statements.

Although audits conducted by different firms should all comply with certain professional requirements and thus might appear identical in nature, you should distinguish individual firms by at least two key factors:

1. The extent to which the firm understands or expands its understanding of your organization in advance of the audit and tailors its auditing procedures to the conditions and needs of the Agency.
2. The pertinent skills and processes the auditor can bring to bear upon the engagement to ensure an effective and efficient audit.

Financial Statement Audit

Audit examinations performed by our Firm are conducted from a risk-based approach. This approach yields two major benefits:

- Maximization of understanding of the Agency's operating environment, and
- Minimization of audit time by starting with broad considerations and narrowing to specific audit objectives in critical areas.

The audit of the financial statements of County of Orleans Industrial Development Agency and Affiliates will consist of the following four phases:

- Planning
 - Systems evaluation
 - Testing
 - Reporting
- Planning is the first step in the audit engagement and provides the foundation for the direction of the audit. This phase of the audit involves meeting with the Audit Committee and management of the Agency to clearly identify the lines of communication, perform the risk analysis, discuss the audit scope and concerns and set expectations. While facilitating an understanding between our firm and the Agency, we highlight areas, which will receive emphasis during our audit. This type of analytical review process permits identification of critical areas. As a result, appropriate audit procedures are focused therein.

- Systems Evaluation consists of the following steps:
 - A review of internal control systems of the Agency;
 - A review of the information technology systems utilized by the Agency to prepare its accounting records and monitor compliance with regulatory requirements;
 - An identification of control strengths and weaknesses in management and accounting controls; and
 - The development of a tailored audit program to be responsive to the Agency's concerns and reflective of the internal control system.
- Testing is the largest part of the audit process and includes both compliance test of internal controls and regulatory requirements and substantive test of the Agency's financial data.

The EFPR Group, CPAs, PLLC uses sampling in selecting items for examination by compliance and/or substantive tests where it is determined to be cost beneficial to sample the population. Our Firm has an Audit and Accounting Manual which contains procedures for the control and evaluation of sampling risk, selection of samples, and evaluation of sample results.

Audit sampling will normally be used to perform the following tests:

- Substantive tests as part of the audit of the Agency's basic financial statements;
 - Compliance tests to provide reasonable assurance that internal control (accounting and administrative) procedures used are being applied as prescribed; and
 - Substantive tests of compliance with laws and regulations as part of the audit of the basic financial statements.
- Reporting is completed at the conclusion of the audit process. This phase will include the preparation of the draft financial statements and management letter. Management of the Agency will be provided drafts of all reports. These drafts will be reviewed in detail and any questions or concerns of management will be appropriately addressed. Reports will only be finalized after approval of management and the Audit Committee of the Agency.

Our management letter will discuss internal control recommendations and suggestions for procedural improvements we identified as part of the audit. The letter will also include observations about accounting methods and procedures, business and industry practices or issues, operational ideas, and suggestions to further enhance the Agency's operations. We will advise you of any new accounting pronouncements that have been or may be issued and indicate their potential impact.

Single Audit Approach, If Required

Determining Major Programs

To meet the provisions of the Single Audit Act and Office of Management and Budget (OMB) Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards, we will use a risk-based approach to determine which Federal programs are major programs. This risk-based approach will include consideration of current and prior audit experience, oversight by Federal agencies and pass-through entities, and the inherent risk of the Federal program. The following is the approach we will follow in our single audit:

- Determine Type A programs
- Determine high-risk Type A programs
- Determine high-risk Type B programs
- Determine programs to be audited as major programs.

Identification of Material Compliance Requirements

In performing the Single Audit, we will focus on testing those compliance requirements that are material to each program. The OMB compliance supplement identifies the general categories of material compliance requirements. The updated compliance supplement identifies specific requirements for the Federal programs determined to be major programs. While the compliance supplement will be used as a starting point to identify material compliance requirements, we will also review other documents to consider potential material requirements. Documents that may be considered include the Code of Federal Regulations, Assistance Listings (formerly the Catalog of Federal Domestic Assistance), program and grant award letters, and grant guides and audit manuals. We will also discuss program requirements, new regulations, and program changes with respective program managers during the planning phase of the engagement to identify additional or new material compliance requirements. Only those requirements that are considered to be material are subject audit test work. The following are the 12 categories of requirements identified in the compliance supplement:

- | | |
|--|---|
| • Activities allowed or unallowed | • Allowable costs/cost principles |
| • Cash management | • Eligibility |
| • Matching, level of effort, earmarking | • Period of availability of Federal funds |
| • Procurement, suspension and debarment | • Program income |
| • Real property acquisition and relocation | • Reporting |
| • Subrecipient monitoring | • Special tests and provisions |

OMB's compliance supplement describes characteristics of internal control relating to each of the five components of internal control that should reasonably assure compliance with the requirements of Federal laws, regulations, and program compliance requirements. A description of the components of internal control is as follows:

- Control environment sets the tone of an organization influencing the control consciousness of its people. It is the foundation for all other components of internal control, providing discipline and structure.
- Risk assessment is the entity's identification and analysis of relevant risks to the achievement of its objectives. This forms a basis for determining how the risks should be managed.
- Control activities are the policies and procedures that help to ensure that management's directives are carried out.
- Information and communication are the means to identify, capture, and exchange information in a form and time frame that enable people to carry out their responsibilities.
- Monitoring is the process that assesses the quality of internal control performance over time.

Hybrid/Remote Auditing

At EFPR Group, our audit teams have become very proficient at auditing remotely and working with clients to ensure that the most efficient audit process is being achieved. Information is shared through our secure client portal and discussions are carried on through virtual platforms such as Microsoft Teams, WebEx or Zoom.

We are able to perform the audit remotely, on-site at the Agency's offices, or under a hybrid approach. We work with each of our clients individual circumstances to determine which approach is best given their own health and safety protocols.

Reporting to the Board

Any findings related to internal control over financial reporting or compliance will be communicated to management during the course of the engagement and in the exit conference. This will afford management the opportunity to provide comments and additional information for consideration. As required by professional standards, we will ensure that the Board of Directors will be informed of the following:

- The Auditors' responsibility under auditing standards generally accepted in the United States of America
- The Auditors' responsibility under Government Auditing Standards and, if required, the provisions of Office of Management and Budget (OMB), Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards
- Significant accounting policies
- Management judgments and accounting estimates
- Significant audit adjustments
- Other information in documents containing audited financial statements
- Disagreements with management
- Management consultation with other accountants
- Major issues discussed with management prior to retention
- Difficulties encountered in performing the audit
- Any other matter which may be important to the fair presentation of the Agency's financial statements

VALUE ADDED SERVICES

Public Authorities Reform Act of 2009

For each of our public authority audit clients, we review their policies and procedures for compliance with the Public Authorities Reform Act of 2009 (the Act). One aspect of the Act's requirements is that the agencies submit various reports to the New York State Authorities Budget Office through the Public Authority Reporting Information System (PARIS). For several of our clients, we provide assistance in preparing and submitting the required annual reports within the required deadlines.

Management Consulting Services

Understanding our client's operations and being involved throughout the year provides us with a unique opportunity to make recommendations and provide consulting services relating to operations which contributes to the success of your organization. The types of consulting services provided include, but are not limited to, the following areas:

- Assist clients with the implementation of new accounting pronouncements.
- Cash management analysis and budgeting.
- Exempt bond financing assistance.
- Budget reviews.
- Review of leases and other legal agreements and interpretations of such provisions of leases and agreements.
- Ability to provide better internal control recommendations as a result of our extensive internal control audit experience with regard to nonprofit organizations.
- Risk assessment and analysis.
- Computer needs assessments, conversion phase and implementation.
- Internal financial reporting systems.
- Assessment of Employee Benefits alternatives.
- Assistance in implementing a business plan and long-range planning.
- Tax planning, consulting and preparation.
- Acquisition or valuation studies.

Fraud Detection and Prevention

Stonebridge Business Partners (SBP), an EFPR Group Company, provides a full suite of business valuation, forensic accounting and litigation services to an array of business clients across the United States. In addition, they now provide a state-of-the-art confidential, nationwide ethics hotline and on-line portal. Powered by Red Flag Reporting, the SBP ethics hotline and on-line portal system is recognized as the number one method of identifying and reporting unethical or unsafe conditions so you can prevent any threat to your firm's long-term sustainability. The Association of Certified Fraud Examiners recognizes this service as the most effective method of fraud detection and prevention saving clients thousands of dollars in losses and litigation exposure.

The Stonebridge system provides:

- 24-hour-a-day access for employees, strategic partners and suppliers
- An easy to use and completely confidential telephone and on-line reporting system
- The ability to make reports in English and Spanish
- Certified Fraud Examiners to review each report
- Posters and wallet cards to create employee awareness and facilitate quick response
- Quarterly emails to employees and newsletters to management
- A live fraud awareness seminar and pre-recorded issue awareness webinars
- Detained reports to pre-designated members of your organization
- "Reduced Risk" and increased "Peace of Mind"

SCOPE OF SERVICES

The following is an outline of services to be provided to County of Orleans Industrial Development Agency and Affiliates for the years ending December 31, 2023, 2024 and 2025, and two option years ending December 31, 2026 and 2027:

County of Orleans Industrial Development Agency and Affiliates

- Audit the financial statements in accordance with auditing standards generally accepted in the United States of America, the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States and, if required, the provisions of Office of Management and Budget (OMB) Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards. The primary purpose of this audit is the expression of an opinion as to the fair presentation of the financial statements in conformity with accounting principles generally accepted in the United States of America.

- If required, audit the major federal programs, in accordance with the provisions of Office of Management and Budget (OMB) Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards.
- Issue a report on compliance and internal control over financial reporting in accordance with Government Auditing Standards. This report will communicate any reportable conditions and instances of noncompliance found during our audit.
- Prepare a letter to management detailing comments and suggestions for improvements in internal control or general management techniques which come to our attention during the audit. We will review and explain all observations and recommendations so that appropriate changes may be implemented.
- Prepare a report as required by Title Two of the Official Compilation of Codes, Rules and Regulations of the State of New York to ensure compliance with investment guidelines including New York State Office of the Comptroller Investment Guidelines for Public Authorities and Section 2925 (3)(F) of the State of New York Public Authorities Law - Investments of Public Authorities. We will prepare a separate compliance report on investment practices and the Investment Guidelines of the Office of the State Comptroller, as well as any other applicable laws, regulations, or other guidelines.
- Attend a meeting with the Board of Directors at a regularly scheduled meeting to review the results of our audit of the financial statements and trends that could impact the Agency.
- Maintain contact throughout the year to discuss: (a) changes in accounting which could affect the Agency and (b) the progress toward fulfilling current needs and future objectives.

Orleans County Local Development Corporation

- Audit the financial statements in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States. The primary purpose of this audit is the expression of an opinion as to the fair presentation of the financial statements in conformity with accounting principles generally accepted in the United States of America.
- Issue a report on compliance and internal control over financial reporting in accordance with Government Auditing Standards. This report will communicate any reportable conditions and instances of noncompliance found during our audit.
- Prepare a letter to management detailing comments and suggestions for improvements in internal control or general management techniques which come to our attention during the audit. We will review and explain all observations and recommendations so that appropriate changes may be implemented.
- Prepare U.S. Form 990 - "Return of Organization Exempt from Income Tax."
- Prepare New York State Form CHAR-500 - "Annual Financial Report to the Office of the Attorney General."

Orleans Land Restoration Corporation

- Prepare U.S. Form 990 - "Return of Organization Exempt from Income Tax."
- Prepare New York State Form CHAR-500 - "Annual Financial Report to the Office of the Attorney General."

TIMING AND COST

Upon receiving notice of appointment, we will meet with you and establish a definite time program for the performance of our services. The time program will be established to ensure that work is efficient and structured in such a way as to avoid disrupting the day-to-day routine duties of your staff.

Our fee quote is based upon the estimated time we will spend on the engagement and the qualifications of personnel that will be assigned. On the basis of our extensive experience with your Agency, we have determined the fees that we will charge for the aforementioned services for the years ending December 31, 2023, 2024 and 2025 to be as follows:

	<u>3 year quote</u>	<u>5 year quote</u>
December 31, 2023	\$ 28,500	28,500
December 31, 2024	29,700	29,500
December 31, 2025	31,000	30,500
December 31, 2026	-	31,500
December 31, 2027	<u>-</u>	<u>32,500</u>

These are the ALL-INCLUSIVE FEES to be charged to the Agency and includes all costs, including report reproduction and similar expense (travel, phone, clerical, postage, etc.).

We consider ourselves not only auditors but also advisors to our clients. Accordingly, we encourage our clients to contact us throughout the year to discuss any technical matters or other issues that arise. We consider this service an integral part of our overall client relationship and accordingly, do not bill separately for any of these questions.

In the event additional services, outside the scope of services listed in our proposal, are requested by County of Orleans Industrial Development Agency and Affiliates, the discounted hourly rates to be billed for these services for the year ending December 31, 2023 will be as follows:

Partner	\$ 295
Director	190
Senior accountant	125
Staff accountant	<u>100</u>

Any such additional work shall be performed **ONLY** if set forth in an addendum to the contract between the Agency and the EFPR Group.

OTHER SIGNIFICANT INFORMATION

- Experience - Since the EFPR Group, CPAs, PLLC “specializes” in providing audit and related services for public benefit corporations, governmental and nonprofit organizations, our field staff is experienced in providing such services.
- Continuing Education - With regard to continuing professional education, each of our staff members is required to complete an annual minimum of 40 hours of continuing education programs approved by the American Institute of Certified Public Accountants. Additionally, since we perform audits in accordance with Government Auditing Standards (over 350 each year), our staff members must complete at least 24 of 80 hours (over a two-year period) of continuing education in subjects directly related to the government and nonprofit auditing environment.