



COIDA Board Meeting Agenda

Friday June 10, 2022 8:00 AM

Updated 06/06/22

This meeting will be held electronically via Zoom instead of a public meeting. Members of the public may view/listen to the meeting live by accessing Zoom at:

<https://us02web.zoom.us/j/86570656252?pwd=NzNOdmFLTmRxN3dPK0RvSVV2OUVFZz09> or by following the link at <https://www.orleansdevelopment.org/publicdocs-ida>

- **Call COIDA Board meeting to order-Chair**
- **Roll Call** – Calling of Board members, announcement as to whether a quorum is present
- **Approval of Previous Board Meeting Minutes**
 - *May 13, 2022 (Electronic) – Motion*
- **Financial** – Michael Dobell
 - *COIDA/ORLF Accept Monthly Financials (Finance Package) – Motion*
- **Report of Committees/Departments/Sites**
 - Business Development – Gabrielle Barone
 - Project Update – Staff
 - Facilities/Sites
 - MAP and LDC Report - Diane
 - PILOT Report- Diane
 - Legal – Kevin Zanner
 - Marketing – Michael
- **Executive Session – If Required – Motion (Including invitees)**
 - *Action on any matters from executive session – Motion*
- **Unfinished Business**
 -
- **New Business**
 - *Consider the extension of professional services of Jim Whipple – Motion*
 - *Discuss appointment of COIDA member to OCLDC Board*
- **Adjournment**



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

Public Sector Statement
May 31, 2022
 page 1 of 3

852011750

22 X 968 00022 R EM T1
 COUNTY OF ORLEANS INDUSTRIAL
 DEVELOPMENT AGENCY
 121 N MAIN ST FL 2
 ALBION NY 14411-1237

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

- O E W A -

Public Transaction Basic 852011750
 COUNTY OF ORLEANS INDUSTRIAL
 DEVELOPMENT AGENCY

Beginning balance 4-30-22	\$51,450.75
2 Additions	+30,300.00
28 Subtractions	-36,744.17
Ending balance 5-31-22	\$45,006.58

Additions

Deposits	Date	Serial #	Source	
	5-23		Deposit Branch 0290 New York	\$30,000.00
	5-31		Deposit Branch 0290 New York	300.00
Total additions				\$30,300.00

Subtractions

Paper Checks * check missing from sequence

Check	Date	Amount	Check	Date	Amount	Check	Date	Amount
2606	5-18	\$250.00	2614	5-11	93.00	2621	5-20	118.73
2607	5-5	2,153.00	2615	5-13	109.80	2622	5-19	170.10
2608	5-4	2,121.80	2616	5-18	85.00	2623	5-23	250.85
2609	5-9	310.22	2617	5-18	80.00	2624	5-27	49.43
2610	5-9	58.69	2618	5-17	4,658.85	2625	5-24	128.91
2611	5-10	18.98	2619	5-19	10.00	*2629	5-31	453.20
2612	5-11	139.98	2620	5-23	0.06	2630	5-31	1,833.40
2613	5-10	131.00						

Paper Checks Paid \$13,225.00

Withdrawals	Date	Serial #	Location	
	5-10		Direct Withdrawal, Paychex Eib Invoice	\$161.42
	5-12		Direct Withdrawal, Paychex Payroll	7,008.37
	5-13		Direct Withdrawal, Paychex Tps Taxes	4,010.31
	5-26		Direct Withdrawal, Paychex Payroll	7,849.41
	5-27		Direct Withdrawal, Paychex Tps Taxes	4,071.68

*Reconciled 6/2/22
 P. Blanche*



KeyBank
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 Cleveland, OH 44101-5885

Public Sector Statement
May 31, 2022
 page 1 of 2

852348282

X 968 00000 R EM T1

COUNTY OF ORLEANS INDUSTRIAL
 DEVELOPMENT AGENCY
 121 N MAIN ST FL 2
 ALBION NY 14411-1237

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Pilot

Public Transaction 852348282
 COUNTY OF ORLEANS INDUSTRIAL
 DEVELOPMENT AGENCY

Beginning balance 4-30-22	\$0.01
Ending balance 5-31-22	\$0.01

Fees and charges

See your Account Analysis statement for details.

Reviewed on 6/2/22
P. Blouin

9:41 AM

06/02/22

Cash Basis

Orleans Economic Development Agency
Balance Sheet Prev Year Comparison w/o PILOT
As of May 31, 2022

	May 31, 22	May 31, 21	\$ Change	% Change
ASSETS				
Current Assets				
Checking/Savings				
200 · Cash Accounts				
200.005 · Village of Medina Project Acct	358.11	658.06	-299.95	-45.6%
200.001 · OEDA Agency Checking	41,926.11	118,372.50	-76,446.39	-64.6%
Total 200 · Cash Accounts	42,284.22	119,030.56	-76,746.34	-64.5%
Cash Restricted				
Agency 3rd Party PILOT Account	465,946.54	931,532.51	-465,585.97	-50.0%
Total Cash Restricted	465,946.54	931,532.51	-465,585.97	-50.0%
Total Checking/Savings	508,230.76	1,050,563.07	-542,332.31	-51.6%
Accounts Receivable				
385 · Interest & Penalties-A/R	3,097.82	3,097.82	0.00	0.0%
380 · Accounts Receivable	-54,441.68	-54,441.68	0.00	0.0%
Total Accounts Receivable	-51,343.86	-51,343.86	0.00	0.0%
Other Current Assets				
Interfund Activity	359.35	359.35	0.00	0.0%
205 · Due From OLRC	72,466.80	72,466.80	0.00	0.0%
480 · Prepaid expenses				
480.001 · Express Mail Corporate Account	104.95	109.52	-4.57	-4.2%
Total 480 · Prepaid expenses	104.95	109.52	-4.57	-4.2%
Total Other Current Assets	72,931.10	72,935.67	-4.57	0.0%
Total Current Assets	529,818.00	1,072,154.88	-542,336.88	-50.6%
Fixed Assets				
101 · Land				
101.002 · Medina Business Park				
 MBP Sewer System				
County Interagency Installmnt	11,034.85	12,565.50	-1,530.65	-12.2%
MBP Sewer System - Other	155,785.07	177,394.00	-21,608.93	-12.2%
Total MBP Sewer System	166,819.92	189,959.50	-23,139.58	-12.2%
101.002 · Medina Business Park - Other	87,549.65	99,693.65	-12,144.00	-12.2%
Total 101.002 · Medina Business Park	254,369.57	289,653.15	-35,283.58	-12.2%
101.003 · Holley Business Park	319,622.09	319,622.09	0.00	0.0%
101.004 · Land - Other	83,964.50	83,964.50	0.00	0.0%
Total 101 · Land	657,956.16	693,239.74	-35,283.58	-5.1%
104 · Machinery & equip	22,331.05	22,331.05	0.00	0.0%
114 · Accum deprec- Mach & equip	-22,331.05	-22,331.05	0.00	0.0%
Total Fixed Assets	657,956.16	693,239.74	-35,283.58	-5.1%
Other Assets				
Payment transfer to OLRC/OEDA/	3,772.50	33,772.50	-30,000.00	-88.8%
399 · Deferred Outflow of Resources	135,803.00	120,995.00	14,808.00	12.2%
Total Other Assets	139,575.50	154,767.50	-15,192.00	-9.8%
TOTAL ASSETS	1,327,349.66	1,920,162.12	-592,812.46	-30.9%
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable				
600 · Accounts payable	-21,199.63	-21,199.63	0.00	0.0%
Total Accounts Payable	-21,199.63	-21,199.63	0.00	0.0%

9:41 AM

06/02/22

Cash Basis

Orleans Economic Development Agency
Balance Sheet Prev Year Comparison w/o PILOT
As of May 31, 2022

	May 31, 22	May 31, 21	\$ Change	% Change
Other Current Liabilities				
Due to LDC	0.00	25,000.00	-25,000.00	-100.0%
Note Payable - Current	0.00	813.00	-813.00	-100.0%
Loan Payable - Current	33,333.34	66,666.67	-33,333.33	-50.0%
Deferred Inflow of Resources	75,785.00	3,170.00	72,615.00	2,290.7%
604 · Cash Held on Behalf of Others	520,998.03	986,584.00	-465,585.97	-47.2%
Due to OLRC	166,704.39	165,888.67	815.72	0.5%
601 · Accrued Liabilities	9,637.12	7,342.12	2,295.00	31.3%
602 · Payroll Deductions				
602.100 · Company Liabilities				
602.104 · NYS Unemp. Ins. - Company	0.00	-598.52	598.52	100.0%
Total 602.100 · Company Liabilities	0.00	-598.52	598.52	100.0%
602.200 · Employee Deductions				
602.205 · NYS & Local Retirement	-11,746.01	-10,072.04	-1,673.97	-16.6%
602.206 · Cafeteria Plan	2,171.92	3,081.44	-909.52	-29.5%
Total 602.200 · Employee Deductions	-9,574.09	-6,990.60	-2,583.49	-37.0%
602 · Payroll Deductions - Other	579.12	1,797.54	-1,218.42	-67.8%
Total 602 · Payroll Deductions	-8,994.97	-5,791.58	-3,203.39	-55.3%
Total Other Current Liabilities	797,462.91	1,249,672.88	-452,209.97	-36.2%
Total Current Liabilities	776,263.28	1,228,473.25	-452,209.97	-36.8%
Long Term Liabilities				
680 · Pension Liability	245.00	75,393.00	-75,148.00	-99.7%
Loan Payable - LT				
Cardone Trust Note Payable	-0.18	812.83	-813.01	-100.0%
Cardone Trust - Contra	0.00	-813.00	813.00	100.0%
Total Loan Payable - LT	-0.18	-0.17	-0.01	-5.9%
Total Long Term Liabilities	244.82	75,392.83	-75,148.01	-99.7%
Total Liabilities	776,508.10	1,303,866.08	-527,357.98	-40.5%
Equity				
908 · Transfer from OLRC	547,500.00	500,000.00	47,500.00	9.5%
909.001 · Retained Earnings	122,680.09	304,780.39	-182,100.30	-59.8%
Net Income	-63,215.85	-132,361.67	69,145.82	52.2%
Total Equity	606,964.24	672,418.72	-65,454.48	-9.7%
TOTAL LIABILITIES & EQUITY	1,383,472.34	1,976,284.80	-592,812.46	-30.0%

9:42 AM

06/02/22

Cash Basis

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Accounts Receivable				
385 · Interest & Penalties-A/R	3,097.82	3,097.82	0.00	0.0%
380 · Accounts Receivable	-54,441.68	-54,441.68	0.00	0.0%
381 · PILOT Receivable	56,122.68	234,113.74	-177,991.06	-76.0%
Total Accounts Receivable	4,778.82	182,769.88	-177,991.06	-97.4%
Other Current Assets				
Interfund Activity	359.35	359.35	0.00	0.0%
205 · Due From OLRC	72,466.80	72,466.80	0.00	0.0%
480 · Prepaid expenses				
480.001 · Express Mail Corporate Account	104.95	109.52	-4.57	-4.2%
Total 480 · Prepaid expenses	104.95	109.52	-4.57	-4.2%
Total Other Current Assets	72,931.10	72,935.67	-4.57	0.0%
Total Current Assets	585,940.68	1,306,268.62	-720,327.94	-55.1%
Fixed Assets				
101 · Land				
101.002 · Medina Business Park				
MBP Sewer System				
County Interagency Installmnt	11,034.85	12,565.50	-1,530.65	-12.2%
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399 · Deferred Outflow of Resources	135,803.00	120,995.00	14,808.00	12.2%
Total Other Assets	139,575.50	154,767.50	-15,192.00	-9.8%
TOTAL ASSETS	1,383,472.34	2,154,275.86	-770,803.52	-35.8%
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable				
600 · Accounts payable	-21,199.63	-21,199.63	0.00	0.0%
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Loan Payable - Current	33,333.34	66,666.67	-33,333.33	-50.0%
Deferred Inflow of Resources	75,785.00	3,170.00	72,615.00	2,290.7%
604 · Cash Held on Behalf of Others	520,998.03	986,584.00	-465,585.97	-47.2%
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602.100 · Company Liabilities				
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Total 602.200 · Employee Deductions	-9,574.09	-6,990.60	-2,583.49	-37.0%
602 · Payroll Deductions - Other	579.12	1,797.54	-1,218.42	-67.8%
Total 602 · Payroll Deductions	-8,994.97	-5,791.58	-3,203.39	-55.3%
631 · Due to Other Governments				
631.001 · PILOTs payable	0.00	177,991.06	-177,991.06	-100.0%
Total 631 · Due to Other Governments	0.00	177,991.06	-177,991.06	-100.0%
Total Other Current Liabilities	797,462.91	1,427,663.94	-630,201.03	-44.1%
Total Current Liabilities	776,263.28	1,406,464.31	-630,201.03	-44.8%
Long Term Liabilities				
680 · Pension Liability	245.00	75,393.00	-75,148.00	-99.7%
Loan Payable - LT				
Cardone Trust Note Payable	-0.18	812.83	-813.01	-100.0%
Cardone Trust - Contra	0.00	-813.00	813.00	100.0%
Total Loan Payable - LT	-0.18	-0.17	-0.01	-5.9%
Total Long Term Liabilities	244.82	75,392.83	-75,148.01	-99.7%
Total Liabilities	776,508.10	1,481,857.14	-705,349.04	-47.6%
Equity				
908 · Transfer from OLRC	547,500.00	500,000.00	47,500.00	9.5%
909.001 · Retained Earnings	122,680.09	304,780.39	-182,100.30	-59.8%
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Total Equity	606,964.24	672,418.72	-65,454.48	-9.7%
TOTAL LIABILITIES & EQUITY	1,383,472.34	2,154,275.86	-770,803.52	-35.8%

9:42 AM
 06/02/22
 Cash Basis

Orleans Economic Development Agency Profit & Loss Budget Performance May 2022

	<u>May 22</u>	<u>Budget</u>	<u>Jan - May 22</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
Ordinary Income/Expense					
Income					
980 · Revenues	0.00	500.00	138,846.02	2,500.00	6,000.00
Total Income	<u>0.00</u>	<u>500.00</u>	<u>138,846.02</u>	<u>2,500.00</u>	<u>6,000.00</u>
Gross Profit	0.00	500.00	138,846.02	2,500.00	6,000.00
Expense					
522 · Expenses	34,977.11		203,561.87		
Total Expense	<u>34,977.11</u>		<u>203,561.87</u>		
Net Ordinary Income	-34,977.11	500.00	-64,715.85	2,500.00	6,000.00
Other Income/Expense					
Other Income					
Office Space Rental	0.00		1,500.00		
Total Other Income	<u>0.00</u>		<u>1,500.00</u>		
Net Other Income	<u>0.00</u>		<u>1,500.00</u>		
Net Income	<u><u>-34,977.11</u></u>	<u><u>500.00</u></u>	<u><u>-63,215.85</u></u>	<u><u>2,500.00</u></u>	<u><u>6,000.00</u></u>

Orleans Economic Development Agency Profit & Loss Budget Performance May 2022

	May 22	Budget	Jan - May 22	YTD Budget	Annual Budget
Ordinary Income/Expense					
Income					
980 · Revenues					
2116 · Fees (specify)					
2116.07 Administrative Fee	0.00		8.14		
2116.01 · Application Fees	0.00	500.00	0.00	2,500.00	6,000.00
2116.03 · Economic Development Fees	0.00		37,681.00		
2116.04 · Consulting	0.00		341.36		
Total 2116 · Fees (specify)	0.00	500.00	38,030.50	2,500.00	6,000.00
2706 · Grants from Local Governments					
2706.02 · Grants from Local Govts - Other	0.00		100,000.00		
Total 2706 · Grants from Local Governments	0.00		100,000.00		
2770 · Other Unclassified Revenue					
2770.1 · Misc. Reimbursements	0.00		815.50		
2770.2 · Misc. Income	0.00		0.02		
Total 2770 · Other Unclassified Revenue	0.00		815.52		
Total 980 · Revenues	0.00	500.00	138,846.02	2,500.00	6,000.00
Total Income	0.00	500.00	138,846.02	2,500.00	6,000.00
Gross Profit	0.00	500.00	138,846.02	2,500.00	6,000.00
Expense					
522 · Expenses					
6460 · Administration					
6460.1 · Salaries & related expenses					
6460.11 · Salaries & wages	22,079.31		116,043.92		
6460.13 · Social Security Expense	1,308.36		6,949.99		
6460.14 · Fed Unemp Tax Exp	0.00		151.60		
6460.15 · Medicare Exp.	305.98		1,625.39		
6460.17 · NYS Unemploy. Ins.	0.00		730.43		
6460.18 · Disability Cnty Self-Ins	0.00		2,229.06		
Total 6460.1 · Salaries & related expenses	23,693.65		127,730.39		
6460.4 · Contractual Expenses					
~4.100 · Other personnel expenses					
~4.101 · Legal fees	2,286.60		14,176.02		
~4.102 · Accounting fees	165.00		500.00		
~4.103 · Consultant Services	0.00		12,000.00		
~4.105 · Payroll Services	161.42		1,274.47		
~4.107 · Professional fees - other	35.00		4,415.00		
Total ~4.100 · Other personnel expenses	2,648.02		32,365.49		

Orleans Economic Development Agency Profit & Loss Budget Performance May 2022

	May 22	Budget	Jan - May 22	YTD Budget	Annual Budget
~4.200 · Non-personnel expenses					
~4.201 · Supplies	386.37		1,491.23		
~4.202 · Telephone & telecommunications	794.30		3,198.16		
~4.203 · Postage, shipping, delivery	114.76		427.32		
~4.204 · Equip rental & maintenance	224.00		1,947.65		
~4.205 · Printing & copying	0.00		59.40		
~4.206 · Books, subscriptions, reference	9.99		61.96		
~4.207 · Advertising expenses	0.00		262.34		
~4.208 · Marketing	50.70		50.70		
Total ~4.200 · Non-personnel expenses	1,580.12		7,498.76		
~4.300 · Occupancy expenses					
~4.301 · Rent, parking, other occupancy	2,153.00		10,723.00		
Total ~4.300 · Occupancy expenses	2,153.00		10,723.00		
~4.700 · Travel & training					
~4.701 · Travel	24.67		449.63		
~4.704 · Meals	48.70		783.62		
Total ~4.700 · Travel & training	73.37		1,233.25		
~4.800 · Misc expenses	170.10		716.73		
Total 6460.4 · Contractual Expenses	6,624.61		52,537.23		
6460.8 · Employee Benefits					
6460.81 · Health Insurance	4,658.85		23,294.25		
Total 6460.8 · Employee Benefits	4,658.85		23,294.25		
Total 6460 · Administration	34,977.11		203,561.87		
Total 522 · Expenses	34,977.11		203,561.87		
Total Expense	34,977.11		203,561.87		
Net Ordinary Income	-34,977.11	500.00	-64,715.85	2,500.00	6,000.00
Other Income/Expense					
Other Income	0.00		1,500.00		
Office Space Rental	0.00		1,500.00		
Total Other Income	0.00		1,500.00		
Net Other Income	0.00		1,500.00		
Net Income	-34,977.11	500.00	-63,215.85	2,500.00	6,000.00

Orleans Economic Development Agency Transaction Detail by Account May 2022

Type	Date	Num	Name	Memo	Amount	Balance
200 · Cash Accounts						
200.001 · OEDA Agency Checking						
Check	05/03/2022	2609	Key Bank	Credit Card Usage for D Blanchard	-310.22	-310.22
Check	05/05/2022	2610	Key Bank	Credit Card Usage for G Barone	-58.69	-368.91
Check	05/05/2022	2611	Indoff Incorporated	Inv# 3561837 Office Supplies	-18.98	-387.89
Check	05/05/2022	2612	Spectrum Enterprise	Inv# 142502701042222 Internet Ser...	-139.98	-527.87
Check	05/05/2022	2613	Pitney Bowes Global Fin...	Inv# 3315619795 Personal Postage...	-131.00	-658.87
Check	05/05/2022	2614	U.S. Bank Equipment Fin...	Inv# 471232991 RICOH Rental Con...	-93.00	-751.87
Check	05/10/2022		Paychex	Small Business Package 5/10/22	-161.42	-913.29
Check	05/13/2022	2615	Michael R Dobell	Reimbursement for Travel an Cell ...	-109.80	-1,023.09
Check	05/13/2022	2616	Roush C.P.A. PC	Accounting Services for April 2022	-85.00	-1,108.09
Check	05/13/2022	2617	Roush C.P.A. PC	Accounting Services for November ...	-80.00	-1,188.09
Check	05/13/2022	2618	Orleans Co. Treasurer	EDA Medical Insurance Billing for M...	-4,658.85	-5,846.94
Check	05/13/2022	2619	Health Economics Group...	Management Fee Inv# 7301	-10.00	-5,856.94
Check	05/13/2022	2620	AT&T (800#)	AT&T 800 #'s	-0.06	-5,857.00
Check	05/13/2022	2621	Indoff Incorporated	Inv# 3564689 Office Supplies	-118.73	-5,975.73
Paych...	05/13/2022		Michael R Dobell		-2,191.15	-8,166.88
Paych...	05/13/2022		Diane L Blanchard		-2,146.83	-10,313.71
Paych...	05/13/2022		Gabrielle L Barone		-2,670.39	-12,984.10
Liabilit...	05/13/2022		Paychex	16-1356958, 161356958 6	-4,010.31	-16,994.41
Check	05/19/2022	2622	Diane L Blanchard	Medicare Reimbursement for Healt...	-170.10	-17,164.51
Check	05/19/2022	2623	NTT Cloud Communicati...	Conference Call Inv# USINV220419...	-250.85	-17,415.36
Check	05/19/2022	2624	Indoff Incorporated	Inv# 3565791 Office Supplies	-49.43	-17,464.79
Check	05/19/2022	2625	Verizon Wireless	Inv# 9905900887 Cell Phone Usage...	-128.91	-17,593.70
Deposit	05/23/2022			Deposit	30,000.00	12,406.30
Liabilit...	05/24/2022	2631	Health Economics Group...	Claim for G Barone and D Blanchard	-404.81	12,001.49
Check	05/24/2022	2632	Reserve Account/Pitney ...	Postage for Personal Meter	-100.00	11,901.49
Check	05/25/2022	2626	Mindful Media Group	Inv# 1422 Domain Renewal Private...	-50.70	11,850.79
Check	05/25/2022	2627	Village of Albion (v)	Rent for the month of June 2022	-2,153.00	9,697.79
Check	05/25/2022	2628	ASAP Checks	Inv# 220519503 New Check Orde...	-93.14	9,604.65
Check	05/25/2022	2629	Hurwitz & Fine PC	Inv# 2031270 Legal Fees/Hemloc...	-453.20	9,151.45
Check	05/25/2022	2630	Hurwitz & Fine PC	inv# 2031269 Legal Fees through ...	-1,833.40	7,318.05
Paych...	05/27/2022		Diane L Blanchard		-2,237.86	5,080.19
Paych...	05/27/2022		Michael R Dobell		-2,191.15	2,889.04
Paych...	05/27/2022		James R Whipple		-750.00	2,139.04
Paych...	05/27/2022		Gabrielle L Barone		-2,670.40	-531.36
Liabilit...	05/27/2022		Paychex	16-1356958, 161356958 6	-4,071.68	-4,603.04
Gener...	05/27/2022	NY...		NYS Retirement Contribution M Dob...	-417.98	-5,021.02
Total 200.001 · OEDA Agency Checking					-5,021.02	-5,021.02
Total 200 · Cash Accounts					-5,021.02	-5,021.02
TOTAL					-5,021.02	-5,021.02



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

Public Sector Statement
May 31, 2022
 page 1 of 2

852331428

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

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

- ORLA -

Public Transaction 852331428
 COUNTY OF ORLEANS INDUSTRIAL
 DEVELOPMENT AGENCY

Beginning balance 4-30-22	\$21,297.61
1 Addition	+1,919.69
Net fees and charges	-47.59
Ending balance 5-31-22	\$23,169.71

Additions

Deposits	Date	Serial #	Source	
	5-31		Deposit Branch 0290 New York	\$1,919.69
Total additions				\$1,919.69

Fees and charges

Date		Quantity	Unit Charge	
5-9-22	Apr Analysis Service Chg	1	47.59	-\$47.59
Fees and charges assessed this period				-\$47.59

See your Account Analysis statement for details.

Reviewed on 6/2/22
[Signature]

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06/02/22

Accrual Basis

Orleans Revolving Loan Fund
Balance Sheet Prev Year Comparison
As of May 31, 2022

	May 31, 22	May 31, 21	\$ Change	% Change
ASSETS				
Current Assets				
Checking/Savings				
200 · Orleans Revolving Loan Fund	23,217.30	8,142.92	15,074.38	185.1%
Total Checking/Savings	23,217.30	8,142.92	15,074.38	185.1%
Accounts Receivable				
392 · Loan payments receivable	-1,919.69	-1,919.69	0.00	0.0%
Total Accounts Receivable	-1,919.69	-1,919.69	0.00	0.0%
Other Current Assets				
Loan Principal (current yr)				
Medina Hospitality LLC	16,657.39	15,985.39	672.00	4.2%
Total Loan Principal (current yr)	16,657.39	15,985.39	672.00	4.2%
Total Other Current Assets	16,657.39	15,985.39	672.00	4.2%
Total Current Assets	37,955.00	22,208.62	15,746.38	70.9%
Other Assets				
Funds Transf to OEDA/OLRC/ORLF	8,951.82	8,951.82	0.00	0.0%
ORLF Loan Principal -noncurrent				
Medina Hospitality LLC	138,702.88	155,636.92	-16,934.04	-10.9%
Total ORLF Loan Principal -noncurrent	138,702.88	155,636.92	-16,934.04	-10.9%
Total Other Assets	147,654.70	164,588.74	-16,934.04	-10.3%
TOTAL ASSETS	185,609.70	186,797.36	-1,187.66	-0.6%
LIABILITIES & EQUITY				
Liabilities				
Long Term Liabilities				
ORLF Deferred Revenue				
Allowance - Medina Hospitality	61,500.00	61,500.00	0.00	0.0%
Medina Hospitality LLC	-61,500.00	-61,500.00	0.00	0.0%
Total ORLF Deferred Revenue	0.00	0.00	0.00	0.0%
Total Long Term Liabilities	0.00	0.00	0.00	0.0%
Total Liabilities	0.00	0.00	0.00	0.0%
Equity				
3000 · Opening Bal Equity	1,060,322.72	1,060,322.72	0.00	0.0%
3900 · Retained Earnings	-870,564.89	-872,409.32	1,844.43	0.2%
Net Income	-4,148.13	-1,116.04	-3,032.09	-271.7%
Total Equity	185,609.70	186,797.36	-1,187.66	-0.6%
TOTAL LIABILITIES & EQUITY	185,609.70	186,797.36	-1,187.66	-0.6%

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06/02/22

Orleans Revolving Loan Fund
A/R Aging Summary
As of May 31, 2022

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

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06/02/22

Accrual Basis

Orleans Revolving Loan Fund
Register QuickReport
May 2022

Type	Date	Num	Memo	Account	Cir	Split	Amount
Medina Hospitality LLC Payment	05/31/2022	1164	ORLF Pmt for June 2022	200 · Orleans Rev...	X	392 · Loan ...	1,919.69
Total Medina Hospitality LLC							1,919.69
No name Check	05/02/2022		Service Charge	200 · Orleans Rev...	X	Misc Expe...	-44.78
Total no name							-44.78
TOTAL							1,874.91

OEDA Current Project List

Updated: 8-Jun-22

Industrial/Commercial	Location	Description	Type of Project	Status	Update	Last
Projects						
Velociti	Medina	New product line	Increase capacity	Moving	Starting first draw	27-May-22
Hotel Project	Orleans	New Build	New Building	Moving	soft opening in March	6-Apr-22
Heritage Wind	Barre	Wind Farm Project	New Build	Moving	Project delayed	28-Feb-22
Brewery/Distillery	Holley	TBD	Redevelopment	No Action	connected with SBA	1-Aug-21
Zambistro Project	Medina	TBD	Redevelopment	Moving	Requested first draw	1-May-22
Falls Road-Culvert/Bridge Replacement	Orleans	Northern Boarders Grant	Repair/Replace	Moving	waiting on DOT approval for construction	1-Mar-22
Mid-South Adjustment	Albion	Back Office	Redevelopment	Moving	Starting Hiring Phase	9-Mar-21
Bomet-MBP-N	Medina	Remanufacturer	New Build	Moving	Meeting 1/1/12	10-Nov-21
Mariachi	Albion	TBD	New Build	No Action	Plans went to county planning board	1-May-22
Hemlock Ridge Solar	Barre/Shelby	Solar	New Build	No Action	Public Hearing in June	1-May-22
Developments Projects	Location	Description	Type of Project	Status	Update	
Bates Road Redevelopment	Ridgeway	Brownfield	Development	No Action		6-Nov-20
MBP-Strategic Plan Project	Medina	Planning	Development	On Hold	On hold for COIDA match	9-Sep-20
HBP-Wetland Work	Holley	Eliminate Isolated Wetland	Development	On Hold	Waiting for break in County schedule	9-Sep-20
Medina/Shelby Pedestrian Bridge	Medina	Planning	Development	On Hold	Borings done recently per Medina	10-May-21
Big Guys Camping	Murray	Planning	Development	Planning	Project closed	28-Feb-22
NBRC-Medina Team Track; Holley Spur	Medina/Holley	Planning	Development	Planning	EA complete	1-Mar-22
RFP Responded	Partner	Description	Type of Project	Status		
Administration		Description			Update	
ORLF-GAIN Loan Fund		Description			Update	
Orleans Land Restoration	Location	Description			Update	
Orleans County LDC		Description			Update	
Micro Training		Training program		On Going	Separate Update	
Micro OCR Grant/loan		See Report in handout		On Going	Separate Update	

OEDA Board Notes

June 10, 2022

- Master Budget:
- Spring MAP Class 2022
- Diane reported 11 of the Spring MAP class participants will graduate on June 14.

Participants in the class:

Delores Hansel, owns Brush Strokes Studio at the Arnold Gregry Building

Chris Glogowski, owns the Coffee Joint in Albion

Tiffany Allen wants to open a food truck business.

Cassandra Brady owns Iced & Glazed Bakery home based bakery.

Rebecca Alexander, owns Dubby's Tailgate in Albion

Andrew LaFave wants to open a plastic recycling business

Kristen Ostrander, new owner of Blooms Flower Shop in Albion

Amanda Vasquez, wants to open a bakery in Medina

Deborah Prest, Red Check Home Décor in Albion

Jessica Skehan, an artist who wants to open a shop in Medina

Erin Hills, wants to start a makeup artist business

- Revolving Loan Fund:
- Loans Status: Printed reports from 05/10/22 are available for review.
 - Total funds in RLF Account as of 05/31/22
 - \$9,318.13---HUD unrestricted fund
 - \$84,923.30---Unrestricted Money Market Account.

CONSULTING AGREEMENT

THIS CONSULTING AGREEMENT ("Agreement") is effective as of the 9th day of July, 2021 ("Effective Date"), by and between COUNTY OF ORLEANS INDUSTRIAL DEVELOPMENT AGENCY a New York public benefit corporation with an address at 121 North Main Street, Albion, New York 14411 ("COIDA") and JAMES WHIPPLE, an individual with an address at 10611 LAKEVIEW E ROAD, LYNDONVILLE NY. ("Consultant").

RECITALS:

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

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

1. Retention of Consultant.

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

2. Consultant Services.

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

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

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

3. Term; Termination.

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

4. Consultant Fees.

Consultant will charge for services at a rate of Seventy Five Dollars (\$75.00) per hour. Consultant will issue invoices for Services rendered on a monthly basis with reasonable detail and specificity as to the Services provided. Invoices so presented will be paid within thirty (30) days of receipt, unless there is an error in the invoice or COIDA promptly objects to the invoice, in which case COIDA shall detail its objections in writing. As an independent contractor,

Consultant is solely responsible and liable for payment of all state, federal, or local taxes, including income tax, withholding tax, and/or social security tax, on the fees paid to Consultant pursuant to this Agreement. The maximum amount of fees payable to Consultant under this Agreement shall not exceed Five Thousand Dollars (\$5,000.00).

5. **Reimbursement of Expenses.**

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

6. **Insurance.**

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

7. **Indemnification.**

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

8. **Confidentiality.**

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

9. **Miscellaneous.**

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

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

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

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

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

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

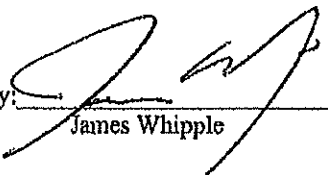
9.6 Counterparts. This Agreement may be executed in any number of counterparts, each of which shall be deemed an original, but all of which shall together constitute one and the same instrument. The parties may deliver executed counterparts of this Agreement by electronic copy or via facsimile, and such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

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

**COUNTY OF ORLEANS INDUSTRIAL
DEVELOPMENT AGENCY**

By: 
Michael Dobell, CEO/CFO

CONSULTANT:

By: 
James Whipple