



COIDA Board Meeting Agenda

Friday May 13, 2022 8:00 AM

Updated 05/10/22

This meeting will be held at the offices of 121 North Main St, FL 2, Albion, NY 14411.

- **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**
 - *April 08, 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**
 - *Consideration for the approval of the 2021 Year End Report – Motion*
 - *Consideration for the approval of the 2021 Paris Report (Separate Electronic Doc) – Motion*
 - *Consider the resolution authorizing agreements with H. Sicherman & Company in connections with the agency's economic development activities - Motion*
- **Adjournment**

Local Development Corp

Bank	Type of Account	Rate of Interest	Account Balances	CD's	Notes
Key Bank	Checking Unrest HUD 6741	0.15%	\$10,373.07		As of 04/30/22 HUD Unrestricted Acct Interest Bearing Acct
Five Star-360339	Checking Non Interest	0.00%	\$0.00		Used for OCR Funds Deposit 03/31/22
Five Star-628102	Savings	0.20%	\$84,908.87		As of 03/31/22 Interest Bearing Acct

Orleans Economic Development Agency

Bank	Type of Account	Rate of Interest	Account Balances	Avail Line of Credit	Notes
Key Bank-IDA	Checking 011750	0.00%	\$51,450.75		As of 04/30/2022 Non Interest Bearing Acct
Key Bank-PILOT	Checking 348282	0.00%	\$0.00		Non Interest Bearing Acct
Key Bank-ORLF	Checking 331428	0.00%	\$21,297.61		Non Interest Bearing Acct
Key Bank-OLRC	Checking 359047	0.00%	\$100,511.54		Non Interest Bearing Acct
Key Bank-OLRC GAIN	Checking 1253194	0.01%	\$146,871.70		Interest Bearing Account
Key Bank-OEDA Medina Project	Checking 1311687	0.15%	\$383.11		Interest Bearing Acct
US BANK	WNYE Tax Stabilization Fund		\$0.00		Closed Out 2022



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

Public Sector Statement
April 30, 2022
 page 1 of 3

852011750

16 X 968 00016 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 P A —

Public Transaction Basic 852011750
 COUNTY OF ORLEANS INDUSTRIAL
 DEVELOPMENT AGENCY

Beginning balance 3-31-22	\$48,309.43
2 Additions	+47,800.00
23 Subtractions	-44,658.68
Ending balance 4-30-22	\$51,450.75

Additions

Deposits	Date	Serial #	Source	
	4-18		Deposit Branch 0290 New York	\$47,500.00
	4-25		Deposit Branch 0290 New York	300.00
Total additions				\$47,800.00

Subtractions

Paper Checks * check missing from sequence

Check	Date	Amount	Check	Date	Amount	Check	Date	Amount
2588	4-5	\$2,153.00	2596	4-20	10.00	2601	4-28	4,000.00
2589	4-4	23.98	2597	4-18	225.00	2602	4-25	2,136.00
*2592	4-7	109.13	2598	4-18	33.35	2603	4-25	4,658.85
2593	4-12	93.00	2599	4-27	45.99	2604	4-25	4,000.00
2594	4-11	85.00	2600	4-27	127.91	2605	4-27	74.00
2595	4-12	139.98						

Paper Checks Paid \$17,915.19

Withdrawals	Date	Serial #	Location	
	4-1		Direct Withdrawal, Paychex Tps Taxes	\$3,846.63
	4-11		Direct Withdrawal, Paychex Eib Invoice	219.88
	4-14		Direct Withdrawal, Paychex - Rcx Payroll	7,021.04
	4-15		Direct Withdrawal, Paychex Tps Taxes	4,010.29
	4-28		Direct Withdrawal, Paychex - Rcx Payroll	7,008.37
	4-29		Direct Withdrawal, Paychex Tps Taxes	4,010.31

Revised 5/2/22
[Signature]



KeyBank
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 Cleveland, OH 44101-5885

Public Sector Statement
April 30, 2022
 page 1 of 2

852348282

2 X 968 00002 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 3-31-22	\$3,212.48
2 Subtractions	-3,212.47
Ending balance 4-30-22	\$0.01

Subtractions

Paper Checks * check missing from sequence

<i>Check</i>	<i>Date</i>	<i>Amount</i>	<i>Check</i>	<i>Date</i>	<i>Amount</i>	
835	4-4	\$2,472.79	836	4-1	739.68	
					Paper Checks Paid	\$3,212.47

Fees and charges

See your Account Analysis statement for details.

Reconciled 5/2/22
[Signature]

9:22 AM

05/02/22

Cash Basis

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

	Apr 30, 22	Apr 30, 21	\$ Change	% Change
ASSETS				
Current Assets				
Checking/Savings				
200 · Cash Accounts				
200.005 · Village of Medina Project Acct	383.11	683.05	-299.94	-43.9%
200.001 · OEDA Agency Checking	46,947.13	155,551.98	-108,604.85	-69.8%
Total 200 · Cash Accounts	47,330.24	156,235.03	-108,904.79	-69.7%
Cash Restricted				
Agency 3rd Party PILOT Account	931,532.51	931,532.51	0.00	0.0%
Total Cash Restricted	931,532.51	931,532.51	0.00	0.0%
Total Checking/Savings	978,862.75	1,087,767.54	-108,904.79	-10.0%
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				
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	1,056,572.67	1,343,473.09	-286,900.42	-21.4%
Fixed Assets				
101 · Land				
101.002 · Medina Business Park				
MBP Sewer System				
County Interagency Installmnt	12,565.50	12,565.50	0.00	0.0%
MBP Sewer System - Other	177,394.00	177,394.00	0.00	0.0%
Total MBP Sewer System	189,959.50	189,959.50	0.00	0.0%
101.002 · Medina Business Park - Other	99,693.65	99,693.65	0.00	0.0%
Total 101.002 · Medina Business Park	289,653.15	289,653.15	0.00	0.0%
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	693,239.74	693,239.74	0.00	0.0%
104 · Machinery & equip	22,331.05	22,331.05	0.00	0.0%
114 · Accum deprec- Mach & equip	-22,331.05	-22,331.05	0.00	0.0%
Total Fixed Assets	693,239.74	693,239.74	0.00	0.0%
Other Assets				
Payment transfer to OLRC/ORLF	33,772.50	33,772.50	0.00	0.0%
399 · Deferred Outflow of Resources	120,995.00	120,995.00	0.00	0.0%
Total Other Assets	154,767.50	154,767.50	0.00	0.0%
TOTAL ASSETS	1,904,579.91	2,191,480.33	-286,900.42	-13.1%
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable				
600 · Accounts payable	-21,199.63	-21,199.63	0.00	0.0%
Total Accounts Payable	-21,199.63	-21,199.63	0.00	0.0%

9:22 AM

05/02/22

Cash Basis

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

	Apr 30, 22	Apr 30, 21	\$ Change	% Change
Other Current Liabilities				
Due to LDC	0.00	25,000.00	-25,000.00	-100.0%
Note Payable - Current	813.00	813.00	0.00	0.0%
Loan Payable - Current	33,333.34	66,666.67	-33,333.33	-50.0%
Deferred Inflow of Resources	3,170.00	3,170.00	0.00	0.0%
604 · Cash Held on Behalf of Others	986,584.00	986,584.00	0.00	0.0%
Due to OLRC	165,888.67	165,888.67	0.00	0.0%
601 · Accrued Liabilities	0.00	7,342.12	-7,342.12	-100.0%
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	-0.01	-9,873.00	9,872.99	100.0%
602.206 · Cafeteria Plan	2,349.81	3,027.21	-677.40	-22.4%
Total 602.200 · Employee Deductions	2,349.80	-6,845.79	9,195.59	134.3%
602 · Payroll Deductions - Other	470.14	1,674.79	-1,204.65	-71.9%
Total 602 · Payroll Deductions	2,819.94	-5,769.52	8,589.46	148.9%
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	1,192,608.95	1,427,686.00	-235,077.05	-16.5%
Total Current Liabilities	1,171,409.32	1,406,486.37	-235,077.05	-16.7%
Long Term Liabilities				
680 · Pension Liability	75,393.00	75,393.00	0.00	0.0%
Loan Payable - LT				
Cardone Trust Note Payable	812.83	812.83	0.00	0.0%
Cardone Trust - Contra	-813.00	-813.00	0.00	0.0%
Total Loan Payable - LT	-0.17	-0.17	0.00	0.0%
Total Long Term Liabilities	75,392.83	75,392.83	0.00	0.0%
Total Liabilities	1,246,802.15	1,481,879.20	-235,077.05	-15.9%
Equity				
908 · Transfer from OLRC	547,500.00	500,000.00	47,500.00	9.5%
909.001 · Retained Earnings	138,516.50	304,780.39	-166,263.89	-54.6%
Net Income	-28,238.74	-95,179.26	66,940.52	70.3%
Total Equity	657,777.76	709,601.13	-51,823.37	-7.3%
TOTAL LIABILITIES & EQUITY	1,904,579.91	2,191,480.33	-286,900.42	-13.1%

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05/02/22

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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%
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Interfund Activity	359.35	359.35	0.00	0.0%
205 · Due From OLRC	72,466.80	72,466.80	0.00	0.0%
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480.001 · Express Mail Corporate Account	104.95	109.52	-4.57	-4.2%
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Total Other Current Assets	72,931.10	72,935.67	-4.57	0.0%
Total Current Assets	1,000,449.99	1,109,359.35	-108,909.36	-9.8%
Fixed Assets				
101 · Land				
101.002 · Medina Business Park				
 MBP Sewer System				
County Interagency Installmnt	12,565.50	12,565.50	0.00	0.0%
MBP Sewer System - Other	177,394.00	177,394.00	0.00	0.0%
Total MBP Sewer System	189,959.50	189,959.50	0.00	0.0%
101.002 · Medina Business Park - Other	99,693.65	99,693.65	0.00	0.0%
Total 101.002 · Medina Business Park	289,653.15	289,653.15	0.00	0.0%
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101.004 · Land - Other	83,964.50	83,964.50	0.00	0.0%
Total 101 · Land	693,239.74	693,239.74	0.00	0.0%
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114 · Accum deprec- Mach & equip	-22,331.05	-22,331.05	0.00	0.0%
Total Fixed Assets	693,239.74	693,239.74	0.00	0.0%
Other Assets				
Payment transfer to OLRC/ORLF	33,772.50	33,772.50	0.00	0.0%
399 · Deferred Outflow of Resources	120,995.00	120,995.00	0.00	0.0%
Total Other Assets	154,767.50	154,767.50	0.00	0.0%
TOTAL ASSETS	1,848,457.23	1,957,366.59	-108,909.36	-5.6%
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%

9:22 AM

05/02/22

Cash Basis

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

	Apr 30, 22	Apr 30, 21	\$ Change	% Change
Other Current Liabilities				
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Note Payable - Current	813.00	813.00	0.00	0.0%
Loan Payable - Current	33,333.34	66,666.67	-33,333.33	-50.0%
Deferred Inflow of Resources	3,170.00	3,170.00	0.00	0.0%
604 · Cash Held on Behalf of Others	986,584.00	986,584.00	0.00	0.0%
Due to OLRC	165,888.67	165,888.67	0.00	0.0%
601 · Accrued Liabilities	0.00	7,342.12	-7,342.12	-100.0%
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	-0.01	-9,873.00	9,872.99	100.0%
602.206 · Cafeteria Plan	2,349.81	3,027.21	-677.40	-22.4%
Total 602.200 · Employee Deductions	2,349.80	-6,845.79	9,195.59	134.3%
602 · Payroll Deductions - Other	470.14	1,674.79	-1,204.65	-71.9%
Total 602 · Payroll Deductions	2,819.94	-5,769.52	8,589.46	148.9%
Total Other Current Liabilities	1,192,608.95	1,249,694.94	-57,085.99	-4.6%
Total Current Liabilities	1,171,409.32	1,228,495.31	-57,085.99	-4.7%
Long Term Liabilities				
680 · Pension Liability	75,393.00	75,393.00	0.00	0.0%
Loan Payable - LT				
Cardone Trust Note Payable	812.83	812.83	0.00	0.0%
Cardone Trust - Contra	-813.00	-813.00	0.00	0.0%
Total Loan Payable - LT	-0.17	-0.17	0.00	0.0%
Total Long Term Liabilities	75,392.83	75,392.83	0.00	0.0%
Total Liabilities	1,246,802.15	1,303,888.14	-57,085.99	-4.4%
Equity				
908 · Transfer from OLRC	547,500.00	500,000.00	47,500.00	9.5%
909.001 · Retained Earnings	138,516.50	304,780.39	-166,263.89	-54.6%
Net Income	-28,238.74	-95,179.26	66,940.52	70.3%
Total Equity	657,777.76	709,601.13	-51,823.37	-7.3%
TOTAL LIABILITIES & EQUITY	1,904,579.91	2,013,489.27	-108,909.36	-5.4%

Orleans Economic Development Agency Profit & Loss Budget Performance April 2022

	Apr 22	Budget	Jan - Apr 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	2,000.00	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	2,000.00	6,000.00
2706 · Grants from Local Governments					
2706.02 · Grants from Local Govts - Other	47,500.00		100,000.00		
Total 2706 · Grants from Local Governments	47,500.00		100,000.00		
2770 · Other Unclassified Revenue					
2770.1 · Misc. Reimbursements	0.00		815.50		
2770.2 · Misc. Income	0.01		0.02		
Total 2770 · Other Unclassified Revenue	0.01		815.52		
Total 980 · Revenues	47,500.01	500.00	138,846.02	2,000.00	6,000.00
Total Income	47,500.01	500.00	138,846.02	2,000.00	6,000.00
Gross Profit	47,500.01	500.00	138,846.02	2,000.00	6,000.00
Expense					
522 · Expenses					
6460 · Administration					
6460.1 · Salaries & related expenses			93,964.61		
6460.11 · Salaries & wages	32,751.27		5,641.63		
6460.13 · Social Security Expense	1,925.79		151.60		
6460.14 · Fed Unemp Tax Exp	0.00		1,319.41		
6460.15 · Medicare Exp.	450.38		730.43		
6460.17 · NYS Unemploy. Ins.	0.00		2,229.06		
6460.18 · Disability Crnty Self-Ins	2,136.00				
Total 6460.1 · Salaries & related expenses	37,263.44		104,036.74		
6460.4 · Contractual Expenses					
~4.100 · Other personnel expenses			11,889.42		
~4.101 · Legal fees	2,121.80		335.00		
~4.102 · Accounting fees	85.00		12,000.00		
~4.103 · Consultant Services	4,000.00		1,113.05		
~4.105 · Payroll Services	219.88		4,380.00		
~4.107 · Professional fees - other	4,035.00				
Total ~4.100 · Other personnel expenses	10,461.68		29,717.47		

Orleans Economic Development Agency Profit & Loss Budget Performance April 2022

	Apr 22	Budget	Jan - Apr 22	YTD Budget	Annual Budget
~4.200 · Non-personnel expenses					
~4.201 · Supplies	270.99		1,104.86		
~4.202 · Telephone & telecommunications	396.34		2,403.86		
~4.203 · Postage, shipping, delivery	0.00		312.56		
~4.204 · Equip rental & maintenance	93.00		1,723.65		
~4.205 · Printing & copying	0.00		59.40		
~4.206 · Books, subscriptions, reference	0.00		51.97		
~4.207 · Advertising expenses	0.00		262.34		
Total ~4.200 · Non-personnel expenses	760.33		5,918.64		
~4.300 · Occupancy expenses					
~4.301 · Rent, parking, other occupancy	2,153.00		8,570.00		
Total ~4.300 · Occupancy expenses	2,153.00		8,570.00		
~4.700 · Travel & training					
~4.701 · Travel	26.68		424.96		
~4.704 · Meals	0.00		734.92		
Total ~4.700 · Travel & training	26.68		1,159.88		
~4.800 · Misc expenses	250.00		546.63		
Total 6460.4 · Contractual Expenses	13,651.69		45,912.62		
6460.8 · Employee Benefits					
6460.81 · Health Insurance	4,658.85		18,635.40		
Total 6460.8 · Employee Benefits	4,658.85		18,635.40		
Total 6460 · Administration	55,573.98		168,584.76		
Total 522 · Expenses	55,573.98		168,584.76		
Total Expense	-8,073.97	500.00	-29,738.74	2,000.00	6,000.00
Net Ordinary Income					
Other Income/Expense					
Other Income	300.00		1,500.00		
Office Space Rental	300.00		1,500.00		
Total Other Income	300.00		1,500.00		
Net Other Income	500.00		-28,238.74	2,000.00	6,000.00
Net Income	-7,773.97	500.00	-28,238.74	2,000.00	6,000.00

9:23 AM
 05/02/22
 Cash Basis

Orleans Economic Development Agency
Profit & Loss Budget Performance
 April 2022

	<u>Apr 22</u>	<u>Budget</u>	<u>Jan - Apr 22</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
Ordinary Income/Expense					
Income					
980 · Revenues	47,500.01	500.00	138,846.02	2,000.00	6,000.00
Total Income	<u>47,500.01</u>	<u>500.00</u>	<u>138,846.02</u>	<u>2,000.00</u>	<u>6,000.00</u>
Gross Profit	47,500.01	500.00	138,846.02	2,000.00	6,000.00
Expense					
522 · Expenses	55,573.98		168,584.76		
Total Expense	<u>55,573.98</u>		<u>168,584.76</u>		
Net Ordinary Income	-8,073.97	500.00	-29,738.74	2,000.00	6,000.00
Other Income/Expense					
Other Income					
Office Space Rental	300.00		1,500.00		
Total Other Income	<u>300.00</u>		<u>1,500.00</u>		
Net Other Income	<u>300.00</u>		<u>1,500.00</u>		
Net Income	<u><u>-7,773.97</u></u>	<u><u>500.00</u></u>	<u><u>-28,238.74</u></u>	<u><u>2,000.00</u></u>	<u><u>6,000.00</u></u>

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05/02/22

Accrual Basis

Orleans Economic Development Agency
Transaction Detail by Account
 April 2022

Type	Date	Num	Name	Memo	Amount	Balance
200 · Cash Accounts						
200.001 · OEDA Agency Checking						
Paych...	04/01/2022		James R Whipple		-1,350.00	-1,350.00
Paych...	04/01/2022		Michael R Dobell		-2,191.15	-3,541.15
Paych...	04/01/2022		Diane L Blanchard		-1,904.11	-5,445.26
Paych...	04/01/2022		Gabrielle L Barone		-2,670.39	-8,115.65
Liabilit...	04/01/2022		Paychex	16-1356958, 161356958 6	-3,846.63	-11,962.28
Check	04/07/2022	2592	Michael R Dobell	Reimbursement for Travel and Cell P...	-109.13	-12,071.41
Check	04/07/2022	2593	U.S. Bank Equipment Fin...	Inv# 468891577 RICOH Copier Rent...	-93.00	-12,164.41
Check	04/07/2022	2594	Roush C.P.A. PC	Accounting Services for March 2022	-85.00	-12,249.41
Check	04/07/2022	2595	Spectrum Enterprise	Inv# 124722901032722 Internet for ...	-139.98	-12,389.39
Check	04/11/2022		Paychex	Small Business Pkg 4.11.22	-219.88	-12,609.27
Check	04/11/2022	2598	NTT Cloud Communicati...	INV# USINV2203195215 Conferenc...	-33.35	-12,642.62
Check	04/12/2022	2596	Health Economics Group...	Management Fee Acct 7301	-10.00	-12,652.62
Check	04/12/2022	2597	Indoff Incorporated	Inv # 3556635 Office Supplies	-225.00	-12,877.62
Paych...	04/15/2022		Michael R Dobell		-2,191.15	-15,068.77
Paych...	04/15/2022		Diane L Blanchard		-2,159.48	-17,228.25
Paych...	04/15/2022		Gabrielle L Barone		-2,670.41	-19,898.66
Liabilit...	04/15/2022		Paychex	16-1356958, 161356958 6	-4,010.29	-23,908.95
Payment	04/18/2022	120...	Orleans County Treasurer	2 of 4 2nd Qtr 2022 pmt of OEDA co...	47,500.00	23,591.05
Check	04/21/2022	2599	Indoff Incorporated	Inv# 3558720 Office Supplies	-45.99	23,545.06
Check	04/21/2022	2600	Verizon Wireless	Inv# 9903566111 Cell Phone Usag...	-127.91	23,417.15
Check	04/21/2022	2601	EFPR Group CPA'S PLLC	Professional Services OEDA Finan...	-4,000.00	19,417.15
Check	04/21/2022	2602	Orleans Co. Treasurer	Workers Compensation Self Insura...	-2,136.00	17,281.15
Check	04/21/2022	2603	Orleans Co. Treasurer	EDA Medical Insurance Billing for A...	-4,658.85	12,622.30
Check	04/21/2022	2604	Mindful Media Group	Inv# 1414 Consulting for April 2022	-4,000.00	8,622.30
Liabilit...	04/21/2022	2605	Health Economics Group...	Claim for D Blanchard	-74.00	8,548.30
Check	04/22/2022	2606	New York State Dept. of ...	20-5095504 NYS Annual Filing for ...	-250.00	8,298.30
Deposit	04/25/2022			Deposit	300.00	8,598.30
Check	04/28/2022	2607	Village of Albion (v)	Rent for May 2022	-2,153.00	6,445.30
Check	04/28/2022	2608	Hurwitz & Fine PC	Inv# 2030266 Legal Services throug...	-2,121.80	4,323.50
Paych...	04/29/2022		Michael R Dobell		-2,191.14	2,132.36
Paych...	04/29/2022		Diane L Blanchard		-2,146.84	-14.48
Paych...	04/29/2022		Gabrielle L Barone		-2,670.39	-2,684.87
Liabilit...	04/29/2022		Paychex	16-1356958, 161356958 6	-4,010.31	-6,695.18
Gener...	04/29/2022	NY...		NYS Retirement Contribution for M D...	-626.97	-7,322.15
Total 200.001 · OEDA Agency Checking					-7,322.15	-7,322.15
Total 200 · Cash Accounts					-7,322.15	-7,322.15
TOTAL					-7,322.15	-7,322.15

Orleans Economic Development Agency
A/R Aging Summary
As of May 2, 2022

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
A.J Piedimonte-Magc Inc.PILOT	0.00	0.00	0.00	0.00	0.00	0.00
BOMET Property LLC PILOT	0.00	0.00	0.00	0.00	0.00	0.00
Customer	0.00	0.00	0.00	0.00	0.00	0.00
Falls Railroad PILOT	0.00	0.00	0.00	0.00	0.00	0.00
Holley Cold Storage PILOT	0.00	0.00	0.00	0.00	0.00	0.00
Medina Hospitality	0.00	0.00	0.00	0.00	67,500.00	67,500.00
Misc. OEDA Customers	0.00	0.00	0.00	0.00	573.84	573.84
Orleans County Treasurer	0.00	0.00	0.00	0.00	0.00	0.00
Quorum Group LLC. PILOT	0.00	0.00	0.00	0.00	0.00	0.00
Quorum/Takeform PILOT	0.00	0.00	0.00	0.00	0.00	0.00
Town of Albion	0.00	0.00	500.00	0.00	0.00	500.00
Village of Holley (c)	0.00	0.00	0.00	0.00	0.00	0.00
Waddington North America Inc./PPP	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL	0.00	0.00	500.00	0.00	68,073.84	68,573.84



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

Public Sector Statement
April 30, 2022
page 1 of 3

852331428

2 X 968 00002 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 3-31-22	\$25,558.70
1 Addition	+1,919.69
2 Subtractions	-6,136.00
Net fees and charges	-44.78
Ending balance 4-30-22	\$21,297.61

Additions

Deposits	Date	Serial #	Source	
	4-25		Deposit Branch 0290 New York	\$1,919.69
Total additions				\$1,919.69

Subtractions

Paper Checks

* check missing from sequence

Check	Date	Amount	Check	Date	Amount	
255	4-28	\$4,000.00	256	4-25	2,136.00	
						Paper Checks Paid
						\$6,136.00

Fees and charges

Date		Quantity	Unit Charge	
4-8-22	Mar Analysis Service Chg	1	44.78	-\$44.78
Fees and charges assessed this period				-\$44.78

Reviewed on 5/2/22
[Signature]

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

	Apr 30, 22	Apr 30, 21	\$ Change	% Change
ASSETS				
Current Assets				
Checking/Savings				
200 · Orleans Revolving Loan Fund	21,342.39	4,351.88	16,990.51	390.4%
Total Checking/Savings	21,342.39	4,351.88	16,990.51	390.4%
Accounts Receivable				
392 · Loan payments receivable	-1,919.69	0.00	-1,919.69	-100.0%
Total Accounts Receivable	-1,919.69	0.00	-1,919.69	-100.0%
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	36,080.09	20,337.27	15,742.82	77.4%
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	140,083.77	156,962.10	-16,878.33	-10.8%
Total ORLF Loan Principal -noncurrent	140,083.77	156,962.10	-16,878.33	-10.8%
Total Other Assets	149,035.59	165,913.92	-16,878.33	-10.2%
TOTAL ASSETS	185,115.68	186,251.19	-1,135.51	-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	-871,073.19	-872,409.32	1,336.13	0.2%
Net Income	-4,133.85	-1,662.21	-2,471.64	-148.7%
Total Equity	185,115.68	186,251.19	-1,135.51	-0.6%
TOTAL LIABILITIES & EQUITY	185,115.68	186,251.19	-1,135.51	-0.6%

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 05/02/22
 Accrual Basis

Orleans Revolving Loan Fund
Register QuickReport
 April 2022

Type	Date	Num	Memo	Account	Clr	Split	Amount
Medina Hospitality LLC							
Payment	04/25/2022	1137	ORLF Pmt for May 2022	200 · Orleans Rev...	X	392 · Loan ...	1,919.69
Total Medina Hospitality LLC							1,919.69
EFPR Group LLP							
Check	04/21/2022	255	Professional Service Finance State...	200 · Orleans Rev...	X	Misc Expe...	-4,000.00
Total EFPR Group LLP							-4,000.00
Orleans County Treasurer							
Check	04/21/2022	256	Workers Compensation Self Insura...	200 · Orleans Rev...	X	Insurance	-2,136.00
Total Orleans County Treasurer							-2,136.00
No name							
Check	04/02/2022		Service Charge	200 · Orleans Rev...	X	Misc Expe...	-47.93
Total no name							-47.93
TOTAL							-4,264.24

OEDA Current Project List

Updated:

11-May-22

Industrial/Commercial	Location	Description	Type of Project	Status	Update	Last Update
Projects						
Vellocci	Medina	New product line	Increase capacity	Moving	OCR approved funding	1-Apr-22
Hotel Project	Orleans	New Build	New Building	Moving	potential 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	work has started	1-Apr-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 11/12	10-Nov-21
Marachi	Albion	TBD	New Build	No Action	Working on engineering	1-Jul-21
Hemlock Ridge Solar	Barre/Shelby	Solar	New Build	No Action	PLOT meeting March 4	1-Mar-22
Developments Projects						
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 Train Track, Holley Spur	Medina/Holley	Planning	Development	Planning	EA complete	1-Mar-22
RFP Responded						
Project QP	Partner GRE	Description Manufacturing	Type of Project New Build	Status No Action	Update RFI	1-Apr-22
Project Lake	INB	Manufacturing	New Build	No Action	RFI	9-May-22
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

May 13, 2022

- Master Budget:
- Spring MAP Class 2022
- Diane reported the Spring MAP class started on April 5th and ends on June 14. 13 participants are in the class.

Participants in the class:

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

Chris Glogowski, owns the Coffee Joint in Albion

Lisa Gardner, owns LAG Design in Albion a laser engraving business

Tiffany Allen wants to open a food truck business.

Pamela Eaton, owns Hometown Wellness Center in Holley

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 04/10/22 are available for review.
 - Total funds in RLF Account as of 04/30/22
 - \$10,373.07---HUD unrestricted fund
 - \$84,908.87---Unrestricted Money Market Account.



COIDA/OLDC/OLRC

2021 Year End Report

Updated: 04/18/22

▪ COIDA

The COIDA mission is to create and retain employment opportunities, enhance general prosperity and economic welfare of the people of Orleans County. This mission is accomplished through the financing, development, sponsorship, acquisition, construction and equipping of economic development projects.

○ Projects

- 2021 Project results
 - \$ 16,494,264 Investment in Orleans County
 - 22-New Jobs
- 2021 Project Detail
 - Bents Opera House
 - Project Type- Redevelopment
 - New Company
 - Village of Medina
 - \$16,494,264 Investment
 - 22 New Jobs
- 2022 Projects-Identified
 - Heritage Wind
 - Project Type – New Build Renewable Energy
 - Town of Barre
 - \$ 304,091,340 Company Investment
 - 6 New Jobs
 - Big Guys Camping
 - Project Type – Redevelopment
 - New Company
 - Town of Murray
 - \$ 2,917,118 Investment
 - 8 New Jobs
 - Hemlock Ridge Solar
 - Project Type-New Build Renewable Energy
 - Town of Barre, Shelby
 - \$200,000
 - 4 New Jobs
 - WNYE
 - Project Type – New Build
 - Town of Shelby
 - \$ 25,000,000 Company Investment

- 10 New Jobs
 - Hotel Project
 - Project Type – New Build
 - Village of Medina
 - \$ 7,000,000 Company Investment
 - 8 New Jobs
 - Bomet-Medina
 - Project Type – New Build
 - Village of Medina
 - \$ 2,500,000 Company Investment
 - 30-New Jobs
- 2021 PILOT Revenue
 - \$ 356,000 County
 - \$ 200,000 Towns
 - \$ 127,000 Villages
 - \$ 775,000 Schools
 - \$1,458,000 Total
- **COIDA Property Development**
 - Albion Business Park
 - The Remainder of the park was sold to GCASA
 - Holley Park
 - Medina Business Park
 - Sold 9.136 Acres to Bomet for a future project
 - 3959 Bates Road
 - Continued work on the NYS DEC ERP
- **Operations**
 - New CEO/ CFO Michael Dobell
 - OEDA Marketing
 - Retained Mindful Media to continue our marketing program.
 - Continued to upgrade the OEDA website: orleansdevelopment.org
 - Continued our presence on social media including Facebook and Twitter accounts
 - Continued to work with our regional marketing partners, InBN (Invest Buffalo-Niagara) and GRE (Greater Rochester Enterprises).
- **Finger Lakes Regional Development Council**
 - Lynne Johnson, Chairman of the Orleans County Legislature is the Orleans County representative.

- **OCLDC-Orleans Local Development Corporation.**

The OCLDC mission is to work with Orleans County residents to promote additional employment, to maintain and encourage job opportunities and business development. To instruct or train individuals to improve or to develop their capabilities for jobs and business development. To enhance the general prosperity and the economic welfare of the people of Orleans County.

- **Funding**

- Funding in 2021- \$200,000 for MAP grants

- **Training**

- 2021 Classes – 19 Orleans County participants
- To date 544 Orleans County residents have completed the MAP training.

- **Loans**

- 2019 was the last year for the OCLDC Loan Fund. NYS has called the money back and the fund shut down on 03.31.19.

- **Operations**

- New CEO/CFO Michael Dobell

- **OLRC-Orleans Land Restoration Corporation**

The OLRC mission is to encourage the establishment or expansion of businesses and investment within Orleans County by making loans to businesses located in Orleans County, acquiring, by purchase, grant, gift or otherwise, real property and improving, maintaining and managing such property within Orleans County in order to create opportunities for the residents of Orleans County and combat community deterioration.

- **Projects**

- **Zambistros**

- Project type- OCR
- Existing Company
- Village of Medina
- \$221,000 Investment
- 4- New Jobs

- **Velocitti**

- Project Type- OCR
- Existing Company
- Village of Medina
- \$1,422,000 Investment
- 50- New Jobs

- **Community-Staff Involvement**

- Medina Business Association (MBA)-Gabrielle Barone
- Western Orleans Comprehensive Plan Committee- Gabrielle Barone
- Oak Orchard Lighthouse Committee-Diane Blanchard
- Sandstone Society-Gabrielle Barone
- Lyndonville Lions Club member- Michael Dobell

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

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

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

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

WHEREAS, at its February 11, 2022 meeting, COIDA Board of Directors approved, through a competitive request for proposals process, the retention of H. Sicherman & Company, Inc. d/b/a The Harrison Studio ("H. Sicherman") to provide technical assistance for the administration of OCR grant programs, CDBG microenterprise programs, the financing of economic development projects through loan transactions and the development and implementation of commercial and industrial projects and programs, microenterprise assistance and other community and economic development activities as required, all as more particularly described in the request for proposals; and

WHEREAS, Orleans County was awarded a microenterprise grant (Project #857ME969-21) by OCR (the "OCR Grant") to provide funding for a microenterprise program (the "Program"); and

WHEREAS, COIDA and H. Sicherman desire to enter into an agreement for the provision of services by H. Sicherman to COIDA in connection with the administration, management and implementation of the Grant and the Program, consistent with the January 27, 2022 proposal ("Proposal") submitted by H. Sicherman in response to the COIDA request for proposals (the "Microenterprise Program Services Agreement"); and

WHEREAS, OCR has awarded a CDBG grant to the Town of Ridgeway to assist Velocitii, LLC in the expansion of its business process outsourcing operations within the Town of Ridgeway (the “Velocitii Project”); and

WHEREAS, COIDA and H. Sicherman desire to enter into an agreement for the provision of services by H. Sicherman to COIDA in connection with the Velocitii Project, consistent with the Proposal (the “Velocitii Services Agreement”); and

WHEREAS, OCR has awarded a CDBG grant to the Village of Medina to assist MJZ Restaurant Group, LLC operating as Zambistro Restaurant in the expansion of its restaurant and catering business within the Village of Medina (the “Zambistro Project”); and

WHEREAS, COIDA and H. Sicherman desire to enter into an agreement for the provision of services by H. Sicherman to COIDA in connection with the Zambistro Project, consistent with the Proposal (the “Zambistro Services Agreement”).

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

1. The execution and delivery of the Microenterprise Program Services Agreement, the Velocitii Services Agreement and the Zambistro Services Agreement by and between COIDA and H. Sicherman & Company, Inc. for the provision of technical services in connection with the OCR Grant and Program, the Velocitii Project and the Zambistro Project, respectively, is hereby approved.
2. The Chairman, Vice Chairman, Treasurer, Secretary, Assistant Treasurer, Assistant Secretary and the CEO/CFO of COIDA are each individually authorized to execute and deliver such agreements and to take such other actions as may be necessary to effectuate the transactions contemplated by this resolution.
3. This resolution shall take effect immediately.

ADOPTED: May 13, 2022